

Waimakariri District Council

Agenda

Tuesday 1 October 2024

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

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The Mayor and Councillors
WAIMAKARIRI DISTRICT COUNCIL

An ordinary meeting of the Waimakariri District Council will be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora, on **Tuesday 1 October 2024** commencing at 1pm.

Sarah Nichols
 GOVERNANCE MANAGER

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

BUSINESS

Page No

1. **APOLOGIES**

2. **CONFLICTS OF INTEREST**

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

3. **ACKNOWLEDGEMENTS**

4. **CONFIRMATION OF MINUTES**

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 3 September 2024**

15 - 36

RECOMMENDATION

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday 3 September 2024.

MATTERS ARISING (from Minutes)

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1 **Stormwater Drainage and Watercourse Protection Bylaw Adoption by Council** – J Fraser (Infrastructure Planner) and J Recker (Stormwater and Waterways Manager)

37 - 95

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240729124840.
- (b) **Notes** that there was one submission received on the draft Bylaw related to the use of grass filter strips and AP20 for stabilised entranceways.
- (c) **Notes** the Council currently permits the use of grass filter strips to provide erosion and sediment control on residential building sites.
- (d) **Acknowledges** the submitter's request for the Council to approve the use of AP20 aggregate to stabilise temporary vehicle entranceways, but notes this may not achieve sufficient erosion and sediment control within residential building sites to protect the downstream stormwater systems and receiving environment.
- (e) **Notes** that, when implementing the Bylaw, the Council will generally require temporary stabilised vehicle entranceways on building and earthworks sites to be implemented in line with the Erosion and Sediment Control Toolbox for Canterbury, as far as is practicable within each site.
- (f) **Notes** the Council will consider alternative erosion and sediment control options for temporary vehicle entranceways due to practicality and space constraints within small residential building sites, subject to the operator or contractor demonstrating that discharge standards (primarily Rule 5.94A of the Canterbury Land and Water Regional Plan) and all Bylaw requirements can be met when using alternative options.
- (g) **Notes** there are no changes recommended to the draft Bylaw as a result of submissions.
- (h) **Notes** there are no further changes proposed to the "tracked changes" version of the draft Bylaw that was publicly consulted.
- (i) **Notes** that the increase in operating costs required for implementing approvals in accordance with the Bylaw will be managed from existing budgets and existing staff time.
- (j) **Adopts** the Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2024.
- (k) **Notes** that, once adopted, the Stormwater Drainage and Watercourse Protection Bylaw 2024 will not be required to be formally reviewed for another 10 years, however it will be able to be reviewed in the intervening period, if required.

7.2 **Adoption of the Northern Pegasus Bay Bylaw 2024** – S Docherty (Policy and Corporate Planning Team Leader)

96 - 154

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. GOV-01-11/240618098956.
- (b) **Receives** the minutes of the Hearing Panel meetings on 18 July 2024 (Trim No 240716116667) and 03 September 2024 (Trim No 240904149932).
- (c) **Adopts** the Northern Pegasus Bay Bylaw 2024 (Trim No. 240815136976) as applying from 01 November 2024.

- (d) **Adopts** the Dog Control Bylaw Schedule (amended 2023) - (TRIM 230626094391)
- (e) **Forwards** the adopted Northern Pegasus Bay Bylaw 2024 to the Minister of Transport for his approval.
- (f) **Notes** that, once adopted, the Northern Pegasus Bay Bylaw 2024 will be formally reviewed in 2029, however an earlier review can be undertaken should an issue arise.

7.3 **Temporary Closure of Tuahiwi Road for Hui A Motu** and the Maori Queens Visit – S Maxwell (Roading Compliance Officer) and J McBride (Roading and Transportation Manager)

155 - 159

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240919160960.
- (b) **Approves** the closure of Tuahiwi Road between Greens Road and 196 Tuahiwi Road, on the 22nd of October 2024, between the hours of 8am and 10am, under Section 11(e) of the 10th Schedule of the Local Government Act 1974.
- (c) **Notes** that due to the timeframes provided, approval of the closure under the Transport (Vehicular Traffic Road Closure) Regulations 1965 is not achievable, as this requires the proposed closure to be advertised no less than 42 days prior to the event.
- (d) **Notes** that there are alternate routes available and as such staff support this requested closure.

7.4 **NLTP 2024 – 2027 Continuous Programme Funding Endorsement** – J McBride (Roading and Transportation Manager) and G Cleary (General Manager Utilities and Roading)

160 - 176

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240918159781.
- (b) **Approves** the revised budget for the Continuous Programme of \$54,366,404 over the next three years (being the NZTA endorsed budgets through the 2024-27 National Land Transport Programme plus Council Share of budget already allocated through the LTP).
- (c) **Approves** the revised budget for the Continuous Programme for the 2024/25 Year of \$18,306,423 (as detailed in attachment ii - Trim 240919160917).
- (d) **Notes** that this budget is less than the Council approved budget through the Long Term Plan (\$59,071,313) but is more than has been endorsed through the National Land Transport Programme (\$49,846,001).
- (e) **Notes** that the implications of this reduced budget are that
 - (i) Existing Levels of Service will not be able to be maintained in Walking & Cycling Maintenance and Renewals
 - (ii) Local Road Operations will have some renewal activities pushed out into future years and some maintenance activities will need to be reduced to fit within budget.
 - (iii) The CycleSense programme delivery into schools will need to be scaled back to be able to continue, and that staff will continue to work closely with North

Canterbury Sports & Recreation Trust on what this may entail, however is likely to include Grade 1 training only which is in school and not on road.

- (f) **Notes** that the Council share (49%) of the difference in funding has already been allowed for within the Long Term Plan budgets and as such this funding is available to be utilised, but will in effect be un-subsidised as there is no co-funding share to match.
- (g) **Notes** there is no Rates impact from the recommended approach.
- (h) **Notes** that the proposed approach will allow the CycleSense programme to continue through to 30 June 2025. Council can then consider the future of the programme as part of the 2025/26 Annual Plan
- (i) **Notes** that Council has an opportunity to reconsider all budgets for 2025/26 and 2026/27 as part of the upcoming 2025/26 Annual Plan process
- (j) **Notes** that the staff will continue to work with NZ Transport Agency to see if any other funding streams may be available, and to seek a cost scope adjustment for the Southbrook Culvert Replacement work which is high priority. Any further developments will be reported to Council.

7.5 **Changes to Roothing Projects resulting from Endorsed Funding in the 2024 – 27 National Land Transport Programme**– J McBride (Roading and Transportation Manager) and G Cleary (General Manager Utilities and Roading)

177 - 194

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240918160602.
- (b) **Approves** staff progressing capital projects as outline in Option Two of this report.
- (c) **Approves** additional funding of **\$925,840** in the 20204/25 financial year to allow high priority safety projects to progress, which includes a number of projects which are high value to the community but with relatively low cost:
 - Minor Safety - School Safety - \$50,000
 - Broad/Harleston intersection - \$50,000
 - Minor Safety - Speed Management - \$50,000
 - Minor Safety - Intersection Improvements - \$120,000
 - Minor Safety - Lighting - \$25,000
 - Minor Safety - High Risk Rural Intersections - \$200,000
 - Minor Safety Programme - Minor Works - \$50,000
 - Minor Safety - Roadside Hazards - \$200,000
 - Minor Safety - Walking & Cycling - \$100,000
 - Fernside Rd / Todds Rd Intersection - Safety Improvement - \$685,000
- (d) **Approves** the following projects being progressed within the available Council share of funding (i.e., within Council's 49% share) and as such will have a reduced scope. These are considered important projects to continue to progress:
 - GCP Travel Demand Management Programme
 - Public Transport Infrastructure
 - Robert Coup Dr / Ohoka Rd Intersection Improvement - Design
 - Seal Widening

- Lees Valley Willow Walls / Culverts Resilience Project
 - Minor Improvements - Drainage (culverts)
 - Mulcocks Rd & Fernside Rd Rail Crossings in conjunction with NZTA & KiwiRail
- (e) **Approves** the following projects being progressed to design stage only within the Council share of funding already allocated (i.e., within Council's 49% share):
- Oxford Rd / Lehmans Rd Roundabout - Design
 - Widen Skewbridge Rd - Skew Bridge to Mulcocks - Design
 - Widen Skewbridge Rd - Mulcocks to Threlkelds - Design
 - Bradleys Rd / McHughs Rd / Tram Rd Intersection – Design
 - Minor Improvements - Flood Resilience Depot Rd - Design
- (f) **Approves** the following projects not being progressed in the current year, however, timing can be considered as part of the upcoming Annual Plan process:
- Rangiora Woodend Road Improvements - Widening & Hazard removal
 - Two Chain Rd / Tram Rd Intersection - Safety Improvements
 - Ashley Gorge Rd / German Rd - Safety Improvements
 - Oxford Rd / Tram Rd Intersection - Safety Improvement
 - Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass
 - Lees Valley Bypass Bridge
- (g) **Approves** the following projects not being progressed at this time, with projects to be move outside of the current NLTP 2024-27 period:
- Walking & Cycling Implementation
 - Mafeking Bridge improvements
 - Woodend to Ravenswood Walking & Cycling Connection
 - Fawcetts Rd / Cones Rd Intersection
 - Flaxton Rd / Fernside Rd east Intersection
 - Luminaire Management system and LED conversion
- (h) **Notes** that the following projects have had co-funding approved and as such can proceed as planned:
- South Eyre Rd / Giles Rd / Tram Rd Intersection - Safety Improvements - Design only
 - Rangiora Woodend Rd / Boys Rd / Tuahiwi Rd Intersection - Design only
 - Tram Rd/No. 10 Rd Intersection - Realignment & Safety Improvements.
- (i) **Notes** that the overall effect on Rates of Recommendations (b) to (h) as above recommendations is a decrease to the Roding rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact to the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28. The capital projects are loan funded.
- (j) **Notes** that this request for additional budget would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.
- (k) **Notes** that moving projects out will have the effect of delaying rates increases until such time as the works are carried out in the future.
- (l) **Notes** that should funding become available at any stage during the NLTP period, that consideration could then be given to bringing forward funding to allow projects to proceed. It is considered that there is a small likelihood of this occurring, as there is limit funding in this area and any there is likely to be strong competition for any excess funding.

- (m) **Notes** that the New Footpath Programme is able to continue as planned, as Council budgets had assumed co-funding would not be received through the National Land Transport Programme (NLTP).
- (n) **Notes** that feedback from the Community can be sought through the upcoming 2025/26 Annual Plan process, including consideration of funding for the Minor Safety Programme for 2025/26 and 2026/27 financial years.
- (o) **Notes** that budget has been allocated through the Long Term Plan in 2024/25 to progress the preliminary work on the Rangiora Eastern Link Road.

7.6 **Oxford Health and Fitness Trust Loan** – C Brown (General Manager Community and Recreation)

195 - 227

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240919161438.
- (b) **Approves** a community loan of \$200,000 for the Oxford Health and Fitness Trust to enable construction of an extension (as outlined in the plans included as attachment 1), with the following loan conditions:
 - Loan \$200,000
 - Availability- In one lump sum on the commencement date
 - Interest Rate at commencement of the loan- 4.6% (Councils average cost of funds)
 - Loan Term- 10 years
 - Interest Rate Review- The interest rate will be Councils yearly average cost of borrowing calculated every 12 months following the loan commencement date.
 - Commencement Date- 7 October 2024
 - The borrower may pay the balance at any time without penalty
 - Establishment fee- Nil
 - Loan commencement date 7 October 2024
 - Loan Expiry date 6 October 2034 (unless paid off earlier)
- (c) **Notes** that the Council approved a loan in Principle in December 2023 which was subject to the outcome of Rata Foundation funding. The Oxford Health and Fitness Trust has confirmed that their application to Rata was unsuccessful.
- (d) **Notes** that the loan will have no effect on rates.
- (e) **Notes** that if the Oxford Health and Fitness Trust was to fold the ownership of the facility and assets would pass to Council as per the Trust Deed.

7.7 **Housing Bottom Lines – Implementing National Policy Statement Directions -**
M Bacon (Development Planning Manager) and N Sheerin (Senior Planner)

228 - 309

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240809133292.
- (b) **Approves** the updating of objective 13.1.2 in the operative district plan to provide for updated housing bottom lines for Waimakariri, as follows:

Area	Short-Medium Term 2022-2032	Long Term 2032-2052	30 Year Total
Waimakariri	5,600	7,650	13,250
Christchurch	14,150	23,350	37,500
Selwyn	10,000	17,350	27,350
Greater Christchurch	29,750	48,350	78,100

- (c) **Notes** that the proposed update is required under the National Policy Statement for Urban Development.
- (d) **Directs** staff to insert the updated figures for Waimakariri identified in paragraph 3.6 below in Objective 13.1.2 in the operative district plan and amend related text as necessary.
- (e) **Delegates** the power to the General Manager Planning Regulation and Environment the power to amend the Waimakariri district plan in the circumstances set out in section 55(2) of the RMA.
- (f) **Notes** that housing capacity is considered as part of the Council's Long Term Planning processes.

7.8 **Civil Defence designated Elected Members in the Absence of the Mayor** – K LaValley
(General Manager Planning, Regulation and Environment and Lead Controller CDEM)

310 - 314

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240916158130.
- (b) **Approves** the appointment of the following designated Elected Member to sign an Emergency Declaration or give notice of a local Transition Period in the Mayor's absence:
 - The Deputy Mayor
- (c) **Notes** the proposed wording in section 6 of S-DM 1043 Jurisdiction of His Her Workshop the Mayor.
- (d) **Notes** that in the situation where none of the delegated Elected Members are available, an Emergency Declaration can be signed by the Chair of the Canterbury CDEM Joint Committee, or in the Chair's absence the deputy chair or any other available member of the Joint Committee.

- (e) **Notes** that an Emergency Declaration must be hand-signed.
- (f) **Notes** that not all civil defence emergency responses will require a declaration, however, it is prudent to be prepared for potential situations requiring declaration when the Mayor is unavailable.

7.9 **Council Meeting Schedule from January 2025 to October 2025** – S Nichols (Governance Manager)

315 - 319

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 240902147555.
- (b) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 (as outlined in Trim:240916157861).

- (i) Ordinary Council Meeting dates for 2025, commencing at 9am on Tuesdays:

4 February 2025	4 March 2025	1 April 2025
6 May 2025	3 June 2025	1 July 2025
5 August 2025	2 September 2025	30 September 2025

- (ii) Council meetings relating to (Draft) 2025/26 Annual Plan and Annual Report, including submissions and hearings:

Draft Annual Plan Budget	28 January 2025 (Tuesday) 9am 29 January 2025 (Wednesday) 9am
Approval to Consult on Long Term Plan	20 February 2024 (Tuesday)
Hearing Annual Plan Submissions	7 May 2025 (Wednesday) 8 May 2025 (Thursday)
Annual Plan Deliberations	27 May 2025 (Tuesday) 9am 28 May 2025 (Wednesday) 9am
Adoption of Annual Plan	17 June 2025 (Tuesday)
Annual Report Adoption	29 October 2025

- (c) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 for Committees:

- (i) Audit and Risk Committee generally commencing at 9am on Tuesdays:

11 February 2025	11 March 2025	13 May 2025
10 June 2025	12 August 2025	9 September 2025

- (ii) Utilities and Roading Committee generally at 9am on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	17 June 2025	15 July 2025
19 August 2025	16 September 2025	

- (iii) District Planning and Regulation Committee generally commencing at 1pm on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	15 July 2025	19 August 2025
16 September 2025		

- (iv) Community and Recreation Committee generally commencing at 3.30pm on Tuesdays:

25 February 2025	18 March 2025	20 May 2025
15 July 2025	26 August 2025	16 September 2025

- (v) District Licencing Committee generally at 9am on Mondays:

24 February 2025	24 March 2025	28 April 2025
26 May 2025	30 June 2025	21 July 2025
25 August 2025	29 September 2025	

- (vi) Waimakariri Water Zone Committee generally at 4pm on Mondays:

3 February 2025	5 May 2025	4 August 2025
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- (vii) Waimakariri Workshops generally at 9am on Tuesdays:

18 February 2025 (1pm)	25 March 2025 (9am)	29 April 2025 (9am)
24 June 2025 (9am)	22 July 2025 (9am)	26 August 2025 (9am)

- (d) **Notes** the Waimakariri Water Zone Committee dates will be subject to further confirmation with Environment Canterbury.
- (e) **Notes** that the Community Boards will adopt their timetable at their October 2024 meetings, as proposed in Trim 240916157861, maintaining a similar meeting pattern to that of 2024.
- (f) **Circulates** a copy of the finalised meeting times to the Community Boards for their information.

8. MATTERS REFERRED FROM COMMITTEES OR COMMUNITY BOARDS

- 8.1 **Proposed Closure of Stockwater Race R3A and R3A-7 949 and 1049 South Eyre Road** – D McCormack – (Land Drainage Engineer)
(refer to attached copy of report no. 240815136896 to the Oxford-Ohoka Community Board meeting of 4 September 2024)

320 - 326

RECOMMENDATION

THAT the Council

- (a) **Approves** the closure of Stockwater Race R3A and R3A-7.
- (b) **Notes** there will be no loss in rated revenue from this closure nor will the performance of the stockwater network be impacted. Both properties involved in the closure will continue to have access to stockwater via alternative existing races.

9. HEALTH, SAFETY AND WELLBEING

- 9.1 **Health, Safety and Wellbeing Report September 2024** - J Millward (Chief Executive)

327 - 338

RECOMMENDATION

THAT the Council

- (a) **Receives** Report No 240917158771

- (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. **REPORTS FOR INFORMATION**

Nil

11. **COMMITTEE MINUTES FOR INFORMATION**

- 11.1 Minutes of a meeting of the Utilities and Roading Committee of 20 August 2024 339 - 350
- 11.2 Minutes of a meeting of the District Planning and Regulation Committee of 20 August 2024 351 - 356
- 11.3 Minutes of a meeting of the Audit and Risk Committee of 10 September 2024 357 - 365

RECOMMENDATION

- (a) **THAT** Items 11.1 to 11.2 be received for information.

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 12.1 Minutes of the Rangiora-Ashley Community Board meeting of 14 August 2024 366 - 380
- 12.2 Minutes of the Oxford-Ohoka Community Board meeting of 4 September 2024 381 - 389
- 12.3 Minutes of the Woodend-Sefton Community Board meeting of 9 September 2024 390 - 396
- 12.4 Minutes of the Rangiora-Ashley Community Board meeting of 11 September 2024 397 - 405

RECOMMENDATION

- (a) **THAT** Items 12.1 to 12.4 be received for information.

13. **MAYORS DIARY - MONDAY 26 AUGUST - 22 SEPTEMBER 2024**

406 - 408

RECOMMENDATION

- (a) **THAT** the Council receives report no 240923162987.

14. **COUNCIL PORTFOLIO UPDATES**

- 14.1 **Iwi Relationships** – Mayor Dan Gordon
- 14.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon
- 14.3 **Government Reforms** – Mayor Dan Gordon
- 14.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton
- 14.5 **Climate Change and Sustainability** – Councillor Niki Mealings
- 14.6 **International Relationships** – Deputy Mayor Neville Atkinson
- 14.7 **Property and Housing** – Deputy Mayor Neville Atkinson

15. QUESTIONS*(under Standing Orders)***16. URGENT GENERAL BUSINESS***(under Standing Orders)***17. 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.
17.1	Confirmation of Public Excluded Minutes of Council meeting of 3 September 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section 7(2)(i).
REPORTS			
17.2	West Eyreton UV Treatment Upgrades Additional Budget	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities, and prevent the disclosure or use of official information for improper gain or improper advantage as per LGOIMA Section 7 (2)(h), and (j), but that the information be made public following the completion of the tender process for the main physical works contract.
17.3	Rural Drainage Contract Additional Details	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(h).
17.4	Land Purchase for new gravel quarry	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).
17.5	Discounts on fees for rural subdivision applications in progress when the Proposal District Plan was notified	Good reason to withhold exists under section 7	To protect the privacy of natural persons LGOIMA Section 7(2)(a) and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) and maintain legal professional privilege as per LGOIMA Section 7 (2)(h).
17.6	Comingled Recycling from Kerbside Collections and Solid Waste Facilities	Good reason to withhold exists under section 7	Section 7(h) of the Local Government Official Information and Meetings Act; "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".
17.7	Partial Acquisition of Mandeville property	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public:
17.8	Ohoka Farmers Market rental	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).
17.9	CE Review	Good reason to withhold exists under section 7	To protect the privacy of natural persons as per LGOIMA Section 7(2)(a) and maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment as per LGOIMA Section 7(2)(f)(ii)).

CLOSED MEETING

Refer to Public Excluded Agenda (separate document)

OPEN MEETING

18. NEXT MEETING

The Council is scheduled to meet on Tuesday 15 October 2024 at 1pm to adopt the 2023/24 Annual Report.

The next ordinary meeting of the Council is scheduled for Tuesday 5 November 2024, commencing at 9am to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 3 SEPTEMBER 2024 WHICH COMMENCED AT 1PM.

PRESENT

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

IN ATTENDANCE

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), G Cleary (General Manager Utilities and Roding), S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Roding and Transport Manager), K Simpson (3 Waters Manager), S Nichols (Governance Manager), G Stephens (Design and Planning Team Leader), K Straw (Civil Projects Team Leader), S Docherty (Policy and Corporate Planning Team Leader), C Taylor-Claude (Parks Officer), A Smith (Governance Coordinator) and C Fowler-Jenkins (Governance Support Officer).

There were nine members of the public present.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

- Item 7.3 – Deputy Mayor Atkinson and Councillor Mealings declared a conflict of interest due to their current roles as Commissioners on the Proposed District Plan Hearings.
- Item 8.1 and Public Excluded Item 17.4 - Deputy Mayor Atkinson and Councillors Williams and Redmond declared conflicts of interest in their capacity as current members of the District Licensing Committee.

3. ACKNOWLEDGEMENTS

3.1 Passing of Kiingi Tuheitia

Mayor Gordon acknowledged that the Council was deeply saddened by news of the passing of Kiingi Tuheitia, the Māori King. This was a moment of great sadness for Māoridom and the entire country. Kiingi Tuheitia had commitment to his people, a vision for a future full of opportunities, hope and was dedicated to the betterment of New Zealand. Under his leadership, the Kiingitanga Movement flourished. He would be remembered for promoting the preservation and revitalization of Māori customs, language, and traditions. His commitment to fostering understanding and cooperation between Māori and the Crown marked a significant chapter in New Zealand's history, advocating for indigenous rights and recognition.

Mayor Gordon extended the condolences of Waimakariri to Kiingi Tuheitia's whanau and all those who mourned his passing. Kiingi Tuheitia, the seventh Māori monarch, was a symbol of unity, strength, and cultural identity for the Māori people, guiding them through both challenges and celebration. The Council's flags were lowered to half-mast to mark Kiingi Tuheitia passing.

3.2 Passing of Don Hassall

Mayor Gordon also sadly noted the passing of former Chief Fire Officer Don Hassall. Mayor Gordon extended his heartfelt sympathy to all those close to D Hassall who was a stalwart of the Rangiora community, serving as Chief Fire Officer in the Rangiora Volunteer Fire Brigade for 20 years. He had been actively involved in the brigade right up until his passing. Mayor Gordon commented that it had been an honour to be a part of the Fire Brigade's 150th Anniversary celebrations in June 2024, where D Hassall received a Patron's Award. The Council's thoughts and deepest condolences were with D Hassall's wife Jenny, their family and friends and, of course, D Hassall's fire brigade family as well. D Hassall was a great man and would be dearly missed. As a mark of respect, the flag out front of Council's Rangiora Service Centre was flown at half-mast when D Hassall was laid to rest.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 6 August 2024

Moved: Councillor Redmond

Seconded: Mayor Gordon

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 6 August 2024.

CARRIED

MATTERS ARISING (from Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1 Department of Conservation – Sandy Young and Leann Ellis

S Young noted that braided rivers were a unique ecosystem and were globally rare. Canterbury had 64% of New Zealand's braided river ecosystems. The Ashley Rakahuri River was one of Canterbury's significant braided river ecosystems and was one of the last strongholds of native biodiversity on the Canterbury Plains. Braided rivers were a very dynamic habitat and were home to a wide range of bird species, many of which, such as the threatened Wrybill and endangered Black-fronted Tern, had specially evolved to cope with the harsh habitat. Around 85 species of birds lived on Canterbury's braided rivers, many of which were endemic, of which many were threatened.

L Ellis noted since 2021, the Department of Conservation (DOC) had seen a substantial increase in the number of vehicles in the Ashley Riverbed. In part, that stemmed from a local radio station's promotion of 'Crate Day' in early December. An unofficial organised group had introduced a river run along the Ashley River from the Okuku confluence to the Ashley Gorge. This had damaged the biodiversity in the riverbed and threatened birds, as many of the birds had been killed and nests destroyed.

In 2023, DOC worked with the Ashley Rakahuri Rivercare Group, New Zealand Police and the Council to close some access points to the river. It was challenging to prosecute those who flouted the bylaws, hence the decision to request the Council to annually close the unformed legal road (the Ashley Riverbed section from the Okuku confluence to Ashley Gorge) during the nesting season. If violated, this would then be dealt with by the New Zealand Police as a roading/traffic violation.

Mayor Gordon noted that the management of the Ashley Rakahuri River fell under the auspice of Environment Canterbury (ECan). He enquired if DOC were working with ECan to find solutions. L Ellis advised that ECan managed the lower part Ashley Rakahuri River (below the Okuku's confluence) and had been installing physical barriers to restrict access to the riverbed at the lower end of the Ashley Rakahuri River for several years.

In response to a question from Mayor Gordon, L Ellis advised that the Land Transport Act 1998, the definition of a legal road included riverbeds. This meant there was currently unrestricted vehicle access along the Ashley Rakahuri River riverbed. However, the Council had the authority to close the unformed legal road from September until the end of January each year.

P Williams enquired if there was another location or riverbed that purpose-built off-road recreational vehicles could access in light of the Ashley Rakahuri Rivers' unique ecosystem. L Ellis commented that their mandate was to protect biodiversity, and she did not believe it was appropriate to nominate a 'sacrificial river'

Councillor Redmond asked how other recreational users would have access to this area. L Ellis explained that the river would still be open to horse riders and walkers. L Ellis noted that people would still be able to drive to the barrier and walk to the river.

The Council requested staff to submit a report on the possible closure of the unformed legal roads, which formed the Ashley Rakahuri riverbed from September until the end of January each year.

5.2 Black Heron Ltd – Dr Logan Williams –(this deputation was presented to Council at 3.20pm)

Dr Logan Williams presented a proposal to establish a Tech Campus in the Waimakariri District using a PowerPoint presentation. He provided some background information on four other businesses that he had previously developed and sold. He aspired to build a campus to accommodate his companies, Shear Edge, 28toZero, and his newly established venture capital fund, Black Heron Ventures Limited.

Following a New Zealand wide search for a suitable location, a four hectare site had been identified in Kaiapoi which would be ideal for the proposed operations. Waimakariri was a growing district and being close to Christchurch was considered to be a benefit.

It was confirmed that agreements had been established with both the University of Canterbury and Lincoln University to establish a specialised MBA programme in entrepreneurship with a yearly intake of 120 students. There were also discussions being held with the Regional Infrastructure Fund to secure capital support for the campus and the business team of Ngai Tahu were also in support of this initiative and wished to be part of the venture capital fund. As well as the 120 students there would be 100 permanent staff members employed, which would be an additional boost for the Kaiapoi economy.

In response to a question from Mayor Gordon on the specific site chosen, Dr Williams said that it was difficult to find commercially viable land for such a venture and this was a suitable site, zoned as mixed use.

Following a question from Councillor Redmond, S Hart confirmed that the site being considered, adjacent the Motor Caravan Park, with a reserve on the other side. To the west was the Park and Ride site located on the corner of Jones and Charles Streets. Being zoned mixed-use, this proposal would not challenge the zoning, and was probably the largest remaining site to be leased in the mixed-use business areas.

Councillor Cairns queried what part of the Shear Edge business was proposed to be undertaken at the site. Dr Williams advised that there would be a lightweight industrial plant located in Kaiapoi, conducting trials for new products and the full industrial plant would be located in South Auckland. This venture would also provide an innovation hub for local business to partner with to develop new products.

Dr Williams said it was not planned to have a retail outlet at the site however did consider the possibility of bus tours to showcase the new products being developed.

The company was seeking five years right to occupy and operate on the site at a low rental rate (during the establishment phase) and the right to purchase the land at the conclusion of the five year lease period, at an independent valuation rate or mutually agreed price.

Mayor Gordon thanked Dr Williams for his presentation and advised that staff would be working with Dr Williams further on this matter. Also as suggested by Deputy Mayor Atkinson, this matter would be dealt with via the Property Portfolio Working Group.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1 **Local Water Done Well** (LWDW) – J Millward (Chief Executive)

J Millward spoke to the report, noting the Local Government (Water Services Preliminary Arrangements) Act, 2024, (the Act) required councils to prepare a Water Services Delivery Plan for Government approval within one year of the statute attaining Royal Assent, which it had now attained.

The report sought the Council's endorsement for staff to continue working with the Hurunui and Kaikoura District Councils on submitting a joint WSDP. If a joint WSDP was agreed upon, each individual Council would nonetheless have to pass a resolution to endorse the plan before submitting it for approval. The financial modelling work had commenced and was being carried out by Castalia on behalf of the three councils. Information would then be brought back to the Council for a workshop.

Councillor Williams noted that the local media reported that an amalgamation of Waimakariri, Hurunui, and Kaikoura water infrastructure was a 'done deal' when it was not. He asked how the Council would inform the public that the options were still under investigation. J Millward noted that, unfortunately, the information communicated by the media was incorrect; a joint project would be undertaken to evaluate all the options.

Moved: Mayor Gordon

Seconded: Councillor Brine

THAT the Council:

- (a) **Receives** report No. 240826143784.
- (b) **Supports** staff to continue to investigate a range of models with the Hurunui and Kaikoura District Councils.
- (c) **Notes** the programme proposed includes a number of workshops with the Council that will be consulted with the community in March 2025 and provide the Government with a Water Services Delivery Plan in June 2025.

CARRIED

Mayor Gordon noted that the Council had a year to put forward a WSDP which would critically meet the requirements of the Act. He was proud of the Council's efforts to turn around the previous Central Government's policy on 3 Waters. The Council had led the opposition to the previous Central Government's policy on 3 Waters, bringing other councils on board and forming Communities 4 Local Democracy, which had resulted in what the current Government was now proposing.

Mayor Gordon commented that the critical aspect was that retaining the status quo was not an option. Thus, the Council had to develop a WSDP as required by the Act. The Council had opted to work with the Hurunui and Kaikoura District Councils to ascertain whether there was a joint way forward. However, investigations may reveal that a joint model may not be the best option for the Waimakariri District.

Councillor Brine acknowledged the work done by the previous Council and staff regarding 3 Waters. He provided a brief overview of the history of 3 Water infrastructures in the Waimakariri District, noting that, unlike other Councils around the country, the Council had continually upgraded its 3 Water infrastructures. The Council had invested heavily not only in drinking water supplies but also in wastewater treatment. He was proud of the state of the Council's current 3 Water infrastructures, and his only concern with a possible joint model was the unknown state of the Hurunui and Kaikoura District Councils infrastructure.

Deputy Mayor Atkinson commented that looking back was very important; the Waimakariri District Council was one of the only councils in the country with a 150-year Infrastructure Plan. He believed that the Council was well prepared to negotiate with other parties.

Councillor Fulton was concerned that the Council may potentially rush this process. He believed the Council should make provision for an extension, if necessary. He did not think the Waimakariri District Council was in an equivalent position to the Hurunui and Kaikoura District Councils.

Councillor Redmond thought the Council should investigate the viability of all models, including the status quo and shared services, and join with Hurunui and Kaikoura District Councils.

Councillor Mealings appreciated Councillor Brine's historical overview and agreed that the Council had invested in, upgraded, and planned for 3 Water infrastructures where other councils had not. The Council had fought hard to have the choice to steer its own ship. She supported the Council, investigating every option and weighing up what was best for the community.

In his right of reply, Mayor Gordon commented that the Council had spent over \$100 million on 3 Water infrastructure over the last 20 years. He acknowledged the leadership of staff as it had been an enormous undertaking over many years. He reassured the Council that no decision had been made and all models were being considered. Criteria would be developed which all options would be measured against. He would like to see the Council undertake due diligence on neighbouring councils' infrastructure, as it was important to understand the state of their infrastructure. However, he understood that both Hurunui and Kaikoura District Councils had invested considerably in 3 Waters.

7.2 Submission on the Draft Setting Speed Limits Rule 2024 – S Docherty (Policy and Corporate Planning Team Leader)

S Docherty spoke to the report, noting that the Council held a workshop on 9 July 2024 where it provided staff with input on the Council's submission to the Draft Setting Speed Limits Rule 2024. Staff subsequently drafted a submission based on the Council's views, which were generally supportive. The submission requested further consideration on the standardisation of areas and times for speeds around schools and funding to support implementation.

Councillor Williams enquired if the reduction of speed limits via the Setting Speed Limits Rule would be reported to the Council. S Docherty noted that once the Setting Speed Limits Rule was adopted, staff would give it due consideration and report back to the Council.

Councillor Blackie noted that the Council was required to undertake a cost-benefit analysis on proposed speed limit changes. He sought clarity on what a cost-benefit analysis would entail and whether it would consider the human factor of fatalities and damage to people and cars. G Cleary commented that traditionally, cost-benefit analysis in the transportation space covered a fairly broad range of variables.

Councillor Fulton asked if there were any tangible remits left of the Central Government's Road to Zero Policy. G Cleary noted that the policy's principles of road safety remained strong.

Moved: Councillor Redmond

Seconded: Councillor Williams

THAT the Council:

- (a) **Receives** Report No. 240712114162.
- (b) **Endorses** the attached submission on the Draft Setting Speed Limits Rule 2024 (Trim 240711113195).
- (c) **Notes** that the Council generally supports the Government's proposed changes to the Setting Speed Limits Rule.
- (d) **Circulates** the report to the Community Boards for information.

CARRIED

Councillor Redmond supported the motion and thanked staff for taking the Councillor's views on board. He noted that the new Setting Speed Limits Rule was much different from the previous Governments. However, he agreed with the commentary that it did provide a more balanced approach, as one size did not fit all. Councillor Redmond thought the Council would be able to consider speed limits around schools at the appropriate time.

Councillor Williams thanked staff for the report. He endorsed the statement that the Council generally supported the Central Government's proposed changes to the Setting Speed Limits Rule, as the Council had to work closely with the Central Government on this issue.

Councillor Mealings commented that staff had done an excellent job on the submission, capturing points Councillors had made. She appreciated that the Council's submission outlined that some of the proposed standardised approaches would not necessarily deliver the best outcome for communities.

Mayor Gordon supported the motion and acknowledged S Docherty's role in collating the Council's submission. He endorsed the direction the Central Government was heading in as it was more common sense driven. He noted the importance of safety around schools and acknowledged the National Land Transport Plan.

7.3 **Submission on Making It Easier to Build Granny Flats**– S Docherty (Policy and Corporate Planning Team Leader)

Due to conflict of interest as current Commissioners on the Hearing Panel for the Proposed District Plan, Deputy Mayor Atkinson and Councillor Mealings left the meeting during consideration of this item.

S Docherty spoke to the report, noting the joint consultation undertaken by the Ministry of Business, Innovation and Employment (MBIE) and the Ministry for Environment (MfE) on Making it easier to build Granny Flats. The Council held a workshop on 30 July 2024 on the matter, whereafter staff drafted a submission based on the Council's views, which were generally supportive. The Council's submission suggested that further consideration be given to how councils would be notified about the proposed build, and also the monitoring of the build and construction materials used. The submission also highlighted the basis that the 60m² maximum was unclear.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** Report No. 240820139895.

- (b) **Endorses** the Waimakariri District Council submission on Making it easier to build Granny Flats (Trim 240723121150).
- (c) **Notes** that the Council generally supports the government's proposal on Making it easier to build Granny Flats.
- (d) **Circulates** the report to the Community Boards for their information.

CARRIED

Councillor Ward believed that the Council should support the general aim of making it easier to build granny flats. She, therefore, supported the motion.

Councillor Goldsworthy commented that the submission highlighted serious concerns about the Building Act 2004 and the Resource Management Act 1991. He believed that the Council's submission highlighted all its concerns with the proposal.

Mayor Gordon commended staff for collating the issues raised in the Council workshop. However, he noted concern about how the Central Government determined the 60m² sqm floor area maximum.

Deputy Mayor Atkinson and Councillor Mealings returned to the meeting at this time.

7.4 **Surf Lifesaving Paid Lifeguard Service Request** – C Taylor-Claude (Parks Officer)

C Taylor-Claude spoke to the report, noting it sought approval for additional budget to be allocated to Surf Lifesaving New Zealand for the 2024/25 summer season. She highlighted that the recommendation to extend the patrol season to 99 days would increase the costs of delivering lifesaving services at Waimakariri beaches. The additional budget would be a community grant funded through rates, with an expected minor rating increase of 0.02%.

The Pegasus Residents Group and the Woodend-Sefton Community Board would like the patrol season extended to better cover the summer season, particularly in January. Staff would, therefore, work with the Woodend-Sefton Community Board and Surf Lifesaving New Zealand to determine the staffed dates for Woodend and Pegasus Beaches. However, the extension of the patrol season would be delivered based on need, weather forecasts, bookings at the local campground, and the availability of Surf Lifesaving New Zealand staff.

In response to Mayor Gordon's question, C Taylor-Claude confirmed that the Council portfolio holder of Community Development and Wellbeing, Councillor Cairns, would be consulted.

Councillor Williams questioned how the proposed extension of Surf Lifesaving New Zealand patrol season complied with the Central Government's call for councils to focus on 'needs rather than wants'. J Millward noted that what was to be considered needs rather than wants still needed to be defined.

Councillor Cairns sought clarity on the additional budget required, and C Taylor-Claude noted that the \$16,000 was in addition to the \$118,090.00 already allocated

Councillor Cairns requested an explanation of the estimated timeframes and costs of the proposed extended patrol season. C Taylor-Claude explained that the approximate cost of \$140,687.19 was the maximum expected cost of extending the patrol season for two weeks. G Stephens reiterated that staff would be working with Surf Lifesaving to set the dates.

Moved: Councillor Brine

Seconded: Councillor Blackie

THAT the Council:

- (a) **Receives** Report No. 240822141965.

- (b) **Approves** an additional budget of \$22,597.19 for Surf Life Saving New Zealand for the 2024/2025 Financial Year to allow for lifeguards and surf lifesaving services.
- (c) **Notes** that there is currently \$118,090.00 (excluding GST) allocated to Surf Life Saving New Zealand for the 2024/2025 Financial Year.
- (d) **Notes** the attached Surf Life Saving New Zealand Report (Trim: 240822141540) which outlines the increased costs associated with delivering surf lifesaving services this year, as well as statistics outlining the benefits of this service.
- (e) **Notes** the 23% increase on last year is due to increases in wages and an increase in the number of days patrol days increasing from 85 days to 99 days and that the Community Board Chairpersons and relevant portfolio holder be consulted before the dates are approved.
- (f) **Notes** the additional budget would be a community grant, which is funded through rates with a rating increase of \$0.94 (0.10% Community Services Rate) and \$0.90 (0.02% Average Property Rate), and the ongoing cumulative effect on rates is 0.02%.
- (g) **Notes** that once budget is approved, Council staff will continue to work with Surf Life Saving New Zealand to set and communicate the dates for lifeguard patrols for Woodend and Pegasus beaches.

CARRIED

Councillor Williams Abstained

Councillor Brine supported the motion, as he believed that providing lifesaving services at Waimakariri Beaches was essential. He commended the dedication and training of the Surf Life Saving New Zealand's volunteers.

Councillor Blackie noted that he considered saving lives as a need rather than a nice-to-have. He, therefore, supported the motion, as the proposed additional budget would result in a minor rating increase of less than \$1 per ratepayer.

Mayor Gordon was concerned about the cumulative impact of requesting additional funding outside of the Annual and Long-Term budget processes. Nonetheless, in this instance and understanding the rationale, he supported the motion. He was satisfied that the Community Board and relevant Council portfolio holder would be consulted about the dates. He agreed that lifesaving services were essential and not nice to have. It was ensuring that those on Council beaches were safe and protected.

Councillor Cairns also endorsed the motion and encouraged Councillors to support the request. He was in favour of everybody learning to swim and being safe in the water. Councillor Cairns commented that the Woodend-Sefton Community Board had been advocating for the extension of the patrol season for some time.

Councillor Ward observed that more and more people were enjoying the beaches at Pegasus and Waikuku in the summer. It was important that trained lifesavers were on duty, and she therefore supported the motion.

Councillor Williams commented that while Surf Life Saving New Zealand did an excellent job, the Council was already giving them \$118,090. He did not believe that ratepayers should be expected to fund an added 20% increase in these tough economic times. Therefore, he did not support the motion and suggested making it user-pays.

Councillor Redmond commented that it was hard to determine the value to be placed on a life. The motion provided for an increased budget, and he had concerns about the time period for spending the budget. He commented that the Woodend-Sefton Community Board had been asking for an extension of the patrol season for four years. He acknowledged that it would have a minor impact on rates. However, the beaches were accessed by all Waimakariri residents. Hence, the Council should ensure that lifesaving services were provided.

Councillor Mealings noted that the report outlined flexible options for the proposed extension of the patrol season. She was also sure that common sense would prevail when making decisions about staffing the beaches, so she supported the extension in January.

Councillor Fulton thought there was real value in consulting with the residents, the Woodend-Sefton Community Board, and people who interacted with the ocean. This would allow for the patrol season to be extended if required when needed.

Deputy Mayor Atkinson commented that, according to the New Zealand Transport Agency, the cost of a life was \$7 million. He noted that the lifesavers on duty were generally trained students paid a low wage. He noted that you could not put a monetary value on saving a life at sea. He acknowledged the work done by James Ensor, who had been fighting for the extension of the patrol season for some time.

In his right of reply, Councillor Brine commented that recommendation (e) made it clear why there was a 20% increase, to meet the staff costs in wages and to increase services.

7.5 Review of Road Maintenance Services under Section 17A of the Local Government Act – J McBride (Roading and Transport Manager) and G Cleary (General Manager Utilities and Roading)

J McBride took the report as read and highlighted the two minor changes to the contract, which included the move from an NEC3 Conditions of Contract to an NZS 3917 Term Service Contract. As well as a move from a five- (5) year contract, tendered with two one-year extensions (subject to performance) for a total contract period of seven (7) years.

Councillor Williams asked if this report dealt with removing drainage from roading. G Cleary noted that there was a separate report (Item 7.8) of the agenda that dealt with drainage.

Moved: Councillor Redmond

Seconded: Deputy Mayor Atkinson

THAT the Council:

- (a) **Receives** Report No. 240822141973.
- (b) **Receives** the attached 'Review of Delivery of Road Maintenance and Renewal Services under Section 17A of the Local Government Act' (Trim No. 240822141985).
- (c) **Resolves** that the Council's Road Maintenance and Renewal services continue to be provided by a single district-wide network management contract covering all road maintenance and renewal activities, including some minor capital works projects, in an NZS contract form with an emphasis on innovation in a collaborative working environment, using a quality-based contractor selection process.
- (d) **Approves** the contracting out of these Road Maintenance and Renewal services, with the new contract form moving to NZS3917, a well-known and understood NZ Standard used widely within the NZ Construction Industry.
- (e) **Authorises** staff to seek approval from the NZ Transport Agency to move to a maximum Seven (7) year contract (a five-year initial contract period plus two x one-year extensions, subject to performance). This is a requirement of the NZTA Procurement Manual.
- (f) **Authorises** staff to commence the procurement process for retendering the new Road Maintenance and Renewal services contract noting that a report seeking approval to accept a tender is planned to be presented to the Council in May 2025.
- (g) **Notes** that should approval not be granted for a longer contract period by NZ Transport Agency, then a further report would be brought back to Council.

- (h) **Notes** that this review excludes land drainage activities, which have been considered under a separate Section 17A review process and are proposed to be tendered separately.
- (i) **Notes** that shared services are considered and implemented with neighbouring local authorities where applicable.
- (j) **Notes** that the Contract will be open tendered and will be carried out in accordance with Council's Procurement and Contract Management Policy. This includes tender opening by elected members and approval of the tender award by the Council.

CARRIED

Councillor Redmond commented that a review was necessary to ensure compliance with the Local Government Act, 2002 and due to the expiry of the Council's current contractor, Corde. The Act made it mandatory for councils to periodically review the 'cost-effectiveness of current arrangements' for service delivery, including 'the governance, funding and delivery of any infrastructure, service or regulatory function'. He noted that this was a single contract for roading only, not drainage.

7.6 Request Approval to Undertake a Special Consultative Procedure for Riverside Road and Inglis Road Seal Extension and Targeted Rate – J McBride (Roading and Transport Manager) and G Cleary (General Manager Utilities and Roading)

J McBride spoke to the report, noting it sought approval for the sealing on Riverside and Inglis Roads on the condition the residents agree to fund the "top up" required to bring the development share for sealing to 30% under the Rural Seal Extension Policy. Approval was also sought to carry out a special consultative process for a targeted rate to cover the cost of the sealing, the approval of the draft statement of proposal, and to appoint Councillors to the hearing panel.

Moved: Councillor Redmond Seconded: Mayor Gordon

THAT the Council:

- (a) **Receives** Report No. 240818138177.
- (b) **Approves** a Special Consultative Procedure (SCP) for a targeted rate being carried out within the proposed new rating area for the sealing of Riverside Road and Inglis Road.
- (c) **Approves** the draft Statement of Proposal (Trim No. 240818138178).
- (d) **Appoints** Councillors P Redmond (Chairperson), B Cairns and J Ward to the Riverside Road Sealing Targeted Rate Hearing Panel.
- (e) **Notes** that the new proposed targeted rate will take effect for 1 July 2025.
- (f) **Circulates** this report to the Rangiora-Ashley Community Board for information.

CARRIED

Councillor Redmond commented that no decision had been made regarding sealing on Riverside and Inglis Roads as this was the start of a process. The Minutes of the Road Sealing Targeted Rate Hearing Panel would be submitted to the Council for consideration.

Mayor Gordon thanked Councillors Cairns, Redmond and Ward for volunteering their time to serve on the Road Sealing Targeted Rate Hearing Panel.

7.7 **Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension** – J McBride (Roading and Transport Manager) and K Straw (Civil Projects Team Leader)

J McBride updated the Council on the Roading Subdivision Contribution Programme for 2024/25. She noted that there were a number of developments around the district each year where the Council contributed to the cost of upgrading the roading infrastructure. These included housing and commercial developments as well as requests for seal extensions in line with the Private Funding of Seal Extension Policy. There were several developments underway which required funding of Council commitment share. There were also a number of requests for rural seal extensions, which staff were currently considering.

J McBride noted that a number of projects were highly likely to proceed over the next 12 months, including McAlpine's request for the sealing of Ellis Road, Rangiora, and the seal extension to be undertaken on Riverside Road, Okuku. If all projects currently identified within the programme were progressed, the programme budget would likely be exceeded. This budget was managed on an under's and over's basis, and over the last six years, this area has been underspent by approximately \$1.3 million. Hence it was predicted that there was still sufficient budget available.

Moved: Councillor Redmond

Seconded: Councillor Fulton

THAT the Council:

- (a) **Receives** Report No. 240717116901.
- (b) **Approves** the sealing of Ellis Road under the Private Funding of Seal Extensions Policy at an estimated cost of \$170,000, subject to written confirmation from McAlpine's that they will fund 50% cost share (Council share being \$85,000).
- (c) **Notes** staff are proceeding with the following Council-led projects, subject to normal procurement approvals:
 - i. East Belt Kerb and Channel (in conjunction with the new footpath component)
 - ii. Kippenberger Ave Urbanisation (no. 102 to McPhail Roundabout)
 - iii. Ellis Road Seal Extension
 - iv. Completion of River Road Upgrade
 - v. Riverside Road Seal Extension New Targeted Rate consultation
- (d) **Notes** that the current budget of \$779,077 (excluding GST and carry-over budget) is unlikely to be sufficient to meet the Council's share of costs associated with development and urbanisation costs, and as such, this budget is likely to be overspent if all projects were to proceed. It is, however, considered that a sufficient budget has been forecast for the period of the Long Term Plan even if some of the years are over-extended.
- (e) **Notes** the updated commitments as summarised in Table One of this report.
- (f) **Notes** that funding for growth areas is budgeted to allow under's and over's and as such it is proposed to accept over expenditure in the short term, and continue to monitor growth over the next year, before any decisions about longer term budget adjustments are made.
- (g) **Notes** that over the last six years the budget has typically been sufficient to fund works.
- (h) **Circulates** this report to the Utilities and Roading committee and the Community Boards for information.

CARRIED

Councillor Redmond thanked staff for the report and supported the motion. He noted that there were other projects in the pipeline which would come up in the next year or two.

Councillor Fulton commented that McAlpine's request for the sealing of Ellis Road, Rangiora, needed to be actioned, and it was good that the Council proceeded with this project.

7.8 Section 17A Review of Rural Drainage Maintenance Contract – K Simpson (3 Waters Manager) and J Thorne (Strategic Asset Management Advisor)

K Simpson spoke to the report, noting the purpose was to inform the Council of the findings of the section 17A review of the rural drainage maintenance work and to seek approval for the recommended approach of procuring the rural drainage maintenance works externally, separate from the road maintenance contract. Staff considered four different options:

- a combined roading and drainage contract, as per the current approach
- a rural drainage maintenance-only contract
- a supplier panel of drainage maintenance contractors
- bringing it in-house with the water unit or sharing services with neighbouring Councils.

The best option seemed to be separating the rural drainage from the roading works. Staff would submit a follow-up report to the Council in October 2024 that would provide further details.

Moved: Councillor Williams

Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** Report No. 240812134525.
- (b) **Notes** the findings of the Section 17A review of rural drainage maintenance services that an externally tendered contract (separate from the road maintenance contract) is the most effective option for delivering rural drainage maintenance services.
- (c) **Approves** the procurement of an externally tendered rural drainage maintenance contract, separate from the road maintenance contract.
- (d) **Notes** that a subsequent report on the contract procurement approach, including details on the maintenance requirements and inspection specification for the proposed rural drainage maintenance contract, will be presented at the October Council meeting.
- (e) **Notes** that the current contract expires in October 2025, and a new contract will need to be awarded in mid-2025 in order to allow adequate time for mobilisation prior to the commencement date of 1 November 2025.

CARRIED

Councillor Williams thanked staff for the report and noted that all the rural Drainage Advisory Groups had been requesting the separation of the roading and drainage contracts. Therefore, he supported the motion.

Councillor Mealings also supported the motion and thanked staff for their work. She commented that the Section 17A report laid out the pros and cons of each option.

Councillor Fulton endorsed the motion based on the on-ground experience of the Council's contractors, the feedback from the rural Drainage Advisory Groups and the realities of rural drainage. He was confident that the Council was making the right decision.

Councillor Redmond commented that he initially thought there was an advantage to having roading and drainage maintenance as one contract. However, he supported the motion, as it would allow the Council to choose who the drainage contractor would be.

7.9 **Appointment to the Landmarks Committee** – K Rabe (Governance Advisor)

S Nichols took the report as read, noting that the appointment would be for the duration of the Council term

Moved: Councillor Ward

Seconded: Councillor Blackie

THAT the Council:

- (a) **Receives** report No. 240822141899.
- (b) **Approves** the appointment of Councillor Fulton as the Council representative and liaison person to the Waimakariri Landmarks Committee.

CARRIED

Councillor Ward commented that Councillor Fulton was a good person to represent the Council due to his knowledge of local history.

7.10 **Environment Canterbury Representation Review** – S Nichols (Governance Manager)

S Nichols spoke to the report, noting that two Councillors currently represented the North Canterbury constituency. No change was proposed to the North Canterbury constituency area post-2025 elections to represent the area. ECan was proposing the amalgamation of the Ashburton District area with the current South Canterbury/Ōtuhituhi constituency, to form a larger Mid-South Canterbury/Ōtuhituhi constituency.

Moved: Councillor Fulton

Seconded: Councillor Redmond

THAT the Council:

- (a) **Receives** Report No. 240823142252.
- (b) **Notes** there is no change to the North Canterbury Constituency arrangements proposed in the Environment Canterbury Representation Review Proposal.
- (c) **Supports** Environment Canterbury in its Representation Review proposal regarding the North Canterbury/Opukepuke Constituency.
- (d) **Circulates** a copy of this report to the Community Boards for information.

CARRIED

Councillor Fulton commented that this was an opportunity to do what was in the best interest of North Canterbury and our current representatives served our communities well.

Councillor Redmond supported the motion, noting the excellent representation from the local ECan representatives.

Mayor Gordon thought that the Council should make a submission to ECan's Representation Review Proposal.

7.11 **Review of the Briefing and Workshop Policy** – S Nichols (Governance Manager)

S Nichols noted that the policy was due for review. Staff had, therefore, conducted a workshop with the Council in September 2023 and received some minor suggestions that were woven into the policy. The Briefing and Workshop Policy would again be reviewed in February 2026.

Moved: Deputy Mayor Atkinson Seconded: Councillor Cairns

THAT the Council:

- (a) **Receives** Report No. 231123188463.
- (b) **Approves** amendments as per track change document (Trim 240823142291).
- (c) **Notes** that this policy gives consideration and aligns to the Ombudsman's Opinion following the Review of meetings and workshops released in June 2023.
- (d) **Notes** the policy is proposed to be reviewed in February 2026.
- (e) **Circulates** a copy of this report to the Community Boards for information.

CARRIED

7.12 Funding for the Rangiora-Ashley Community Board to make a submission on the proposed quarrying activities and the construction and operation of a Landfill at 150, 154, 174 and 176 Quarry Road, Loburn – T Kunkel (Governance Team Leader) on behalf of the Rangiora-Ashley Community Board

S Hart spoke to the report, noting that the purpose was to seek funding from the Council to enable the Rangiora-Ashley Community Board to compile a submission representing the community's views on the proposed quarrying activities and the construction and operation of a landfill in Loburn.

Councillor Williams noted that the Oxford-Ohoka Community Board made a similar request and asked if they were given a similar amount. S Hart noted that while the Rangiora-Ashley Community Board had only requested \$10,000, the Oxford-Ohoka Community Board had been granted more.

Moved: Mayor Gordon Seconded: Councillor Williams

THAT the Council:

- (a) **Receives** Report No. 240730125577.
- (b) **Approves** \$10,000 (incl GST) for the Rangiora-Ashley Community Board to make a submission to both Waimakariri District Council and Environment Canterbury on the proposed quarrying activities and the construction and operation of a Class 3 Managed Fill Landfill at 150, 154, 174 and 176 Quarry Road, Loburn.
- (c) **Notes** that as there is no budget for the Community Board's participation in the legal proceedings to seek professional advice, such as an independent planner, legal advisor, or other technical expert, hence the application for funding.
- (d) **Notes** that the funds requested will enable independent support for the Boards submission, which aims to articulate the community's views.

CARRIED

Mayor Gordon commented that the community expressed a range of concerns about the proposed quarrying activities in Loburn. He believed that it was appropriate that the Rangiora-Ashley Community Board be resourced to put forward an opinion on behalf of the community. Mayor Gordon noted he had raised the matter with ECan in the sense that their ongoing applications were having an undue impact on the community.

Councillor Williams supported the motion, also noting the community backlash about the proposed quarrying activities.

The meeting adjourned at 3.01pm and reconvened at 3.20pm, at which time Item 5.2, the deputation from Dr Logan Williams, Executive Director of Black Heron Ltd, was taken. The Minutes have been recorded in the order of business as in the agenda.

8. **MATTERS REFERRED FROM COMMITTEES OR COMMUNITY BOARDS**

8.1 **District Licensing Committee Membership Options** – B Charlton (Environmental Services Manager)

*(Refer to the copy of report no. 240801127115 to the District Planning and Regulation Committee meeting of 20 August 2024). **Please note:** The recommendation approved by the committee (as below) differs from that in the staff report.*

Due to conflicts of interest as current commissioners appointed to the District Licensing Committee, Deputy Mayor Atkinson and Councillors Williams and Redmond left the meeting during consideration of this item.

B Charlton spoke to this report, referred from the July 2024 District Planning and Regulation Committee meeting, which sought the Council's approval to increase the membership of the District Licensing Committee by two members. These new members would be either Waimakariri District Community Board members or Councillors. This would allow for more flexibility when appointing members to a hearing committee.

Councillor Mealings questioned whether, as there was an urgent need for additional members, this could be held over until such time as there was a need. B Charlton explained that it took some time to train commissioners to be proficient at the District Licensing Committee hearings, and it was not ideal to have hearing panel members who were not confident in their ability to do the job proficiently.

Moved: Mayor Gordon

Seconded: Councillor Cairns

THAT the Council

- (a) **Approves** expansion of the membership of the District Licensing Committee by up to two members, with elected members from Council or Community Boards.
- (b) **Notes** all District Licensing Committee appointments are for a period of five years by Council resolution.
- (c) **Notes** a further report will be presented to the Council for any new appointments to the District Licensing Committee should the Committee recommend to the Council to expand the District Licensing Committee membership

CARRIED

Councillor Blackie abstained

Mayor Gordon observed that there had been considerable discussion on this matter at a previous District Planning and Regulation Committee workshop, and effectively, this was endorsing what had already been discussed. It was important for members to have resources to keep them abreast of the Sale and Supply of Alcohol Act 2012 and matters relating to District Licensing Committee hearings. It was an important function to be a member of the Committee and it also noted that being appointed for a five-year period did mean that a member of the DLC may not still be an elected member following the 2025 local body elections.

Councillor Blackie noted he had voted against this matter when it was presented to the District Planning and Regulation Committee. He had concerns that having too many members would mean less time that these members would be part of Hearing Panels, and that there would be more cost involved for training members. A good point was the succession factor by having more people trained for the role.

Councillor Fulton supported the appointment of these additional members of the District Licensing Committee to provide for contingencies and to bring further members into this role.

Councillor Cairns, having recently sat in on a hearing, commented on the very experienced members of this District Licensing Committee and acknowledged all the elements that the two new members would need to learn, including from the current committee members.

Deputy Mayor Atkinson, Councillors Williams and Redmond returned to the meeting at this time.

9. **HEALTH, SAFETY AND WELLBEING**

9.1 **Health, Safety and Wellbeing Report August 2024** - J Millward (Chief Executive)

J Millward took the report as read, noting that 18 incidents occurred from mid-July to mid-August 2024, which resulted in no lost staff time for the organisation.

Councillor Goldsworthy asked how often the lockdown procedures were practised. J Millward suggested increasing the frequency to at least twice a year. These procedures were currently being reviewed to determine if they were still appropriate.

Following a question from Councillor Cairns, it was confirmed that building evacuation practices were practiced at least once every quarter. It was suggested that one could be undertaken in the future whilst a Council meeting was in place.

Moved: Councillor Goldsworthy Seconded: Councillor Cairns

THAT the Council

- (a) **Receives** Report No 240821140357.
- (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. **REPORT FOR INFORMATION – FROM THE UTILITIES AND ROADING CTTEE MEETING OF 20 AUGUST 2024**

10.1 **Avian Botulism Management 2023/24** – S Allen (Water Environment Advisor)

Deputy Mayor Atkinson asked if the depth of the water in the ponds affected bird life. S Allen's response to the question would be circulated to Councillors.

Councillor Williams noted that this report targeted the Kaiapoi pond and asked if it was known if there were any issues with Avian Botulism in Rangiora ponds. It was agreed that staff would provide an update and a further report if there were any concerns.

Moved: Councillor Brine Seconded: Councillor Blackie

THAT Item 10.1 be received for information.

CARRIED

11. **COMMITTEE MINUTES FOR INFORMATION**

- 11.1 Minutes of a meeting of the Community and Recreation Committee of 23 July 2024
- 11.2 Minutes of a meeting of the Audit and Risk Committee of 13 August 2024

Moved: Deputy Mayor Atkinson Seconded: Councillor Ward

- (a) **THAT** Items 11.1 to 11.2 be received for information.

CARRIED

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 12.1 Minutes of the Oxford-Ohoka Community Board meeting of 7 August 2024
- 12.2 Minutes of the Woodend-Sefton Community Board meeting of 12 August 2024
- 12.3 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 19 August 2024

Moved: Councillor Cairns Seconded: Councillor Blackie

- (a) **THAT** Items 12.1 to 12.3 be received for information.

CARRIED

13. **MAYORS DIARY - MONDAY 29 JULY – SUNDAY 25 AUGUST 2024**

Regarding the Harry Harper Estate Funds, Mayor Gordon advised that these funds had now been transferred to the Council. The Mayor, Deputy Mayor, and Kaiapoi-Tuahiwi Community Board Chair had met with the Harper family on the anniversary of Harry Harpers passing and discussed possible plans for the funds. Staff were working with a possible upgrade of the Williams Street bridge and the family supported the funding going to this project. Once further information was available, a joint Council and Kaiapoi-Tuahiwi Community Board briefing would be arranged to discuss the matter further. Mayor Gordon noted this was a substantial bequest to the Council and that it was important for the intention of Harry Harper to be honoured with a fitting project.

Moved: Deputy Mayor Atkinson Seconded: Councillor Mealings

- (a) **THAT** the Council receives report no 240829146439.

CARRIED

14. **COUNCIL PORTFOLIO UPDATES**

14.1 **Iwi Relationships** – Mayor Dan Gordon

The proposal that the Council was contemplating regarding Three Waters, Mayor Gordon advised that there would be a discussion with Ngāi Tūāhuriri and Ngāti Kuri. It was hoped that this would take place within the next month.

Councillor Blackie asked if there had been any progress on discussions with the Ngai Tahu funding for Tuahitara Coastal Park. J Millward responded that this would be addressed at the Trust meeting this week.

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

The Partnership had accomplished some good work on Spatial Planning, transit work and housing and it was not felt that it should be extending its remit further. There had been a significant saving with resourcing through the partnership. Deputy Mayor Atkinson had been appointed to replace Mayor Gordon in his absence, to take a lead in Transport forum in October/November.

Councillor Mealings observed that there were some frustrations that this region had not been considered for initial government funding. Mayor Gordon said there was still opportunities, and the region still needed to keep working in partnership. Though not being considered in the first instance, Mayor Gordon believed that having a coordinated approach would work best. The Mayoral Forum had a strong case and to be successful, Mayor Gordon said that the Partnership, Mayoral Forum and all Canterbury Councils were coordinated.

14.3 **Government Reforms** – Mayor Dan Gordon

Mayor Gordon noted the infrastructure for the South Island included funding for Amberley, the new Ashburton River bridge, Woodend bypass and Pages Road Bridge in Christchurch.

14.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton

Meeting of the Zone Committee was held the previous day, which was attended by a large number of community members in the public gallery who were objecting to the chlorine in the drinking water supplies. A deputation from a Rangiora resident spoke on their concerns with the impact of chlorine in the drinking water supply. Councillor Fulton said it was unfortunate that the Zone Committee was not the right forum to hear these concerns. G Cleary (General Manager Utilities and Roading) and Mayor Gordon responded to the concerns and provided some balance for the Council. Matters also included a presentation from James Ensor on the results of nitrate level testing in private water wells. M Bate spoke on avian botulism and the impact on bird life in the wastewater treatment ponds which G Cleary responded to.

Dr Adrian Meredith, Ecan, provided a presentation on the findings of a study on salinity in the Kaiapoi River. It was noted that there had been particularly low water flows in the Waimakariri River in 2024 and there was strong correlation between river flows and the levels of salinity. Councillor Fulton believed this was a valuable presentation and suggested it would be beneficial for Dr Meredith to present to the Council on this matter.

Mayor Gordon noted the Canterbury Mayoral Forum and other relevant parties had been meeting to discuss the future of the Water Zone Committees. There were further discussions to be had and Mayor Gordon would keep the Council updated on this matter.

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

Canterbury Climate Partnership Plan update, this was signed off on Friday and it would be launched in December when the Minister of Climate Change would be in attendance. This was a celebration of the really good work done in the region and was a good step forward. Mayor Gordon noted that this had been a substantial piece of work over the years.

The Council Greenspace Team would be hosting an event on the 8th September 2024 between 10am – 12.30pm at Hegan Reserve as part of Conservation Week which would be a good opportunity to engage and provide some education with the public.

The Waimakariri Youth Council organised a clean-up of the Ashley River on 21st September 2024. Members of the public could register their interest in attending.

There were four Biosecurity Advisory Groups across the Canterbury region, and at the end of September there would be a meeting of these combined groups.

Councillor Fulton asked if there was any further information available to the Council on the work on the Cam River. It was confirmed that staff would be asked to provide an update.

14.6 **International Relationships** – Deputy Mayor Neville Atkinson

A meeting of the Waimakariri Passchendaele Advisory Group was held this week, with a wrap up of the visit of the Ambassador and an update on the upcoming tour to Passchendaele. As previously confirmed, this trip was entirely self-funded by all those attending.

14.7 **Property and Housing** – Deputy Mayor Neville Atkinson

Deputy Chair Atkinson asked if the group's minutes could be circulated to all Councillors in the future. The Property Portfolio Working Group has another meeting scheduled for tomorrow.

15. **QUESTIONS (UNDER STANDING ORDERS)**

There were no questions.

16. **URGENT GENERAL BUSINESS (UNDER STANDING ORDERS)**

There was no urgent general business.

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

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

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

Moved: Councillor Mealings

Seconded: Deputy Mayor Atkinson

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

- 17.1 Confirmation of Public Excluded Minutes of Council meeting of 6 August 2024
- 17.2 Minutes for information of the Public Excluded portion of the Community and Recreation Committee meeting of 23 July 2024
- 17.3 Minutes for information of the unconfirmed Public Excluded portion of the Audit and Risk Committee meeting of 13 August 2024
- 17.4 District Licencing Committee Appointments
- 17.5 Abbeyfields – draft Memorandum of Understanding
- 17.6 Contract 24/19 District Road Maintenance Contract
- 17.7 Te Kōhaka o Tūhaitara Trustee Appointment
- 17.8 Update on Insurance Matters

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-
17.1	Confirmation of Public Excluded Minutes of Council meeting of 6 August 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section7(2)(i).
17.2	Minutes for information of Public Excluded portion of the Community and Recreation Committee meeting of 23 July 2024	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)).
17.3	Minutes for information of the unconfirmed Public Excluded portion of the Audit and Risk Committee meeting of 13 August 2024	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)).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
REPORTS			
17.4	District Licencing Committee Appointments	Good reason to withhold exists under section 7	The report, discussions, and minutes remain Public Excluded for the reasons to protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a) of the Local Government Official Information and Meetings Act 1987. The recommendation to be made public once members had been notified.
17.5	Abbeyfields – draft Memorandum of Understanding	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remain public excluded for reasons of enabling any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or prevent the disclosure or use of official information for improper gain or improper advantage, as per LGOIMA Section 7 (2) (h, i & j).
17.6	Contract 24/19 District Road Maintenance Contract	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remaining public excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(h). Notes this report will remain in Public Excluded until the new District Road Maintenance contract is in place and operating, after which the recommendations included in the report may be released.
17.7	Te Kōhaka o Tūhaitara Trustee Appointment	Good reason to withhold exists under section 7	The recommendations to be made public, however the report, discussion, minutes and attachments remain public excluded for reasons of protecting the privacy of natural persons as per LGOIMA Section 7 (2)(a).
REPORT FOR INFORMATION FROM THE AUDIT AND RISK COMMITTEE MEETING OF 13 AUGUST			
17.8	Update on Insurance Matters	Good reason to withhold exists under section 7	The report, discussion and minutes remain public excluded for reasons of commercial sensitivities and negotiations under LGOIMA sections 7(2)(i).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 4.32pm and concluded at 5.47pm.

Resolution to resume in Open Meeting

Moved: Councillor Ward

Seconded: Councillor Redmond

THAT open meeting resumes and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED

OPEN MEETING

17.4 Appointment of District Licensing Committee Members - B Charlton (Environmental Services Manager)

Moved: Mayor Gordon

Seconded: Councillor Blackie

THAT the Council:

- (a) **Receives** Report No. 240806129849.
- (b) **Approves** the reappointment to the District Licensing Committee of Deputy Mayor Neville Atkinson (Chairperson), Councillor Paul Williams, and Mr Richard James (Jim) Gerard QSO for a further five years to 4 September 2029 and Councillor Philip Redmond for a further five years to 24 October 2029.
- (c) **Delegates** the Chief Executive to appoint all District Licensing Committee members as Commissioners pursuant to Section 193 (1) of the Sale and Supply of Alcohol Act 2012.
- (d) **Approves** that the report, discussions, and minutes remain Public Excluded for the reasons to protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a) of the Local Government Official Information and Meetings Act 1987.
- (e) **Approves** the recommendations be made public once members have been notified.
- (f) **Appoints** Deputy Mayor Neville Atkinson as Chair as he had indicated a desire to continue in that role and Councillor Philip Redmond as Deputy Chair.

CARRIED

17.7 Te Kōhaka o Tūhaitara Trustee Appointment – G Bell (Acting General Manager Finance and Business Support)

Moved: Councillor Ward

Seconded: Councillor Fulton

THAT the Council

- (a) **Receives** Report No. 240821140581.
- (b) **Appoints** Dr Prudence Stone as a trustee of Te Kōhaka o Tūhaitara Trust from 1 November 2024 for a period of three years to 31 October 2027.
- (c) **Thanks** Andrea Rigby for her contributions to the Trust over the six year period.
- (d) **Approves** the recommendations becoming public, however the report, discussion, minutes and attachments remain public excluded for reasons of protecting the privacy of natural persons as per LGOIMA Section 7 (2)(a).

CARRIED

18. NEXT MEETING

The next ordinary meeting of the Council is scheduled for Tuesday 1 October 2024, commencing at 1pm to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 5.48PM.

CONFIRMED

Chairperson
Mayor Dan Gordon

Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: BYL-60-03/240729124840

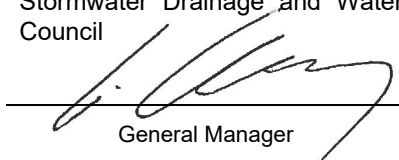
REPORT TO: Council

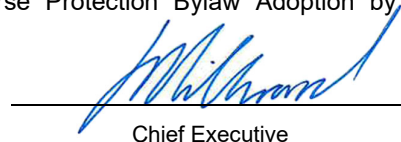
DATE OF MEETING: 1 October 2024

AUTHOR(S): Janet Fraser, Infrastructure Planner
Jason Recker, Stormwater and Waterways Manager

SUBJECT: Stormwater Drainage and Watercourse Protection Bylaw Adoption by Council

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report recommends the Council adopt the Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2024, following completion of public consultation. It updates the Council on a submission received on the draft Bylaw during consultation and makes recommendations in response to the points raised. It describes the consultation process undertaken and notes there are no changes proposed to the draft Bylaw resulting from the public consultation.
- 1.2. Consultation on the draft Bylaw through the Special Consultative Procedure of the *Local Government Act 2002* commenced on Thursday 20 June 2024 and submissions closed on Monday 29 July 2024. There was 1 submission received during the consultation period. This submitter did not seek to attend the hearing which was previously scheduled for 25 September 2024 which has subsequently been cancelled.
- 1.3. This report acknowledges and discusses the points raised in the submission. These will inform future operating practices for staff overseeing temporary stabilised entranceways on small residential building sites.
- 1.4. The submission supports the use of grass filter strips for erosion control on residential building sites. Staff note these can be encouraged and expanded on sites where practicable in line with the Bylaw requirements.
- 1.5. The submitter prefers the use of AP20 sized aggregate to stabilise temporary vehicle entranceways during building projects. However this size of aggregate is not considered suitable by staff for stabilisation of vehicle entranceways in order to prevent sediment runoff into the stormwater systems. Staff recommend generally adhering to the Erosion and Sediment Control Toolbox for Canterbury specified aggregate sizes and site layout requirements where practicable on small residential building sites. This requires the use of larger AP50 – AP150 size aggregate to stabilise temporary vehicle crossings during building and earthworks projects.
- 1.6. However some flexibility in applying these requirements on small residential building sites is warranted in some situations, subject to the operator / contractor demonstrating that applicable discharge standards in the Canterbury Land and Water Regional Plan (CLWRP) (Rule 5.94A), the Bylaw and the relevant stormwater network discharge consent conditions are met. There is a risk of release of disturbed sediment during earthworks from a site if the larger sized aggregate used for the temporary vehicle entranceway is required to be removed and replaced with AP20 during formation of the permanent vehicle crossing basecourse. Other erosion and sediment control options could be considered for small

residential building sites subject to the contractor demonstrating that site discharge standards and other Bylaw requirements can be met when using alternative options.

- 1.7 It is recommended that the Council acknowledge the points raised in the submission. It is considered that the points raised do not require any consequential changes to the draft Bylaw. Once the Bylaw is adopted the Council will need to develop a process to control stormwater discharges from residential building sites as discussed in the submission and in this report.
- 1.8 Once adopted, the Council will continue to improve its systems and processes in line with changes to the finalised Bylaw, including implementing new systems for managing discharges from construction sites and high-risk sites which will be approved through the Bylaw. The Council has recently employed additional staff who have a responsibility to assess and provide the approvals for these discharges now mandated through the Bylaw, alongside other activities.

Attachments:

- i. Draft Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw for adoption by the Council (TRIM 240328049939).
- ii. Submission from Golden Homes North Canterbury (TRIM 240712114566).
- iii. Memorandum of Understanding Between Waimakariri District Council and Environment Canterbury Stormwater Discharge Approvals on Contaminated Land CRC184601 (TRIM 230925149963).
- iv. Assessment Criteria for HAIL Sites from 1 January 2025– LLUR HAIL for Memorandum of Understanding Stormwater Discharge Approvals on Contaminated Land (TRIM 230412051135).
- v. Stormwater Drainage and Watercourse Protection Bylaw Review 2024 - Cultural Advice Report to Waimakariri District Council from Mahaanui Kurataiao Limited (TRIM 240409054566).
- vi. Waimakariri Water Management Zone Committee Meeting Minutes from 1 July 2024 (TRIM 240627105050).

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 240729124840.
- (b) **Notes** that there was one submission received on the draft Bylaw related to the use of grass filter strips and AP20 for stabilised entranceways.
- (c) **Notes** the Council currently permits the use of grass filter strips to provide erosion and sediment control on residential building sites.
- (d) **Acknowledges** the submitter's request for the Council to approve the use of AP20 aggregate to stabilise temporary vehicle entranceways, but notes this may not achieve sufficient erosion and sediment control within residential building sites to protect the downstream stormwater systems and receiving environment.
- (e) **Notes** that, when implementing the Bylaw, the Council will generally require temporary stabilised vehicle entranceways on building and earthworks sites to be implemented in line with the Erosion and Sediment Control Toolbox for Canterbury, as far as is practicable within each site.
- (f) **Notes** the Council will consider alternative erosion and sediment control options for temporary vehicle entranceways due to practicality and space constraints within small residential building sites, subject to the operator or contractor demonstrating that discharge standards (primarily Rule 5.94A of the Canterbury Land and Water Regional Plan) and all Bylaw requirements can be met when using alternative options.
- (g) **Notes** there are no changes recommended to the draft Bylaw as a result of submissions.

- (h) **Notes** there are no further changes proposed to the “tracked changes” version of the draft Bylaw that was publicly consulted.
- (i) **Notes** that the increase in operating costs required for implementing approvals in accordance with the Bylaw will be managed from existing budgets and existing staff time.
- (j) **Adopts** the Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2024.
- (k) **Notes** that, once adopted, the Stormwater Drainage and Watercourse Protection Bylaw 2024 will not be required to be formally reviewed for another 10 years, however it will be able to be reviewed in the intervening period, if required.

3. **BACKGROUND**

- 3.1. The Council is updating the 2018 Stormwater Drainage and Watercourse Protection Bylaw through public consultation using the Special Consultative Procedure. The *Local Government Act 2002*, Section 160, provides for the use of the Special Consultative Procedure outlined in Section 83 to review and amend the bylaw. As the consultation is now complete, the Council will need to deliberate on submissions received and adopt the finalised Bylaw including any changes it seeks to include as a result of submissions. Once adopted by the Council the 2024 Bylaw version will replace the 2018 version.
- 3.2. The present review of the Bylaw is occurring prior to the usual mandatory 10 year Bylaw review requirement. This will ensure the Council can meet regional plan requirements by enabling it to authorise and control a wider range of discharges into and from the stormwater networks than are covered by the current Bylaw. The reviews in 2018 and 2024 are updates to the original Stormwater Bylaw which was adopted in 2011. Over time, the 2011 Bylaw has been updated to control a wider range of activities to ensure the Council has legal mechanisms to manage stormwater to comply with changing policies and rules in the Canterbury Land and Water Regional Plan (CLWRP).
- 3.3. The Bylaw has been developed for the primary purpose of protecting public health and safety and improving the quality of the environment. The Bylaw also assists the Council to respond to common issues experienced during the operation and maintenance of the Council's stormwater and land drainage systems. These include avoiding activities which interfere with Council systems or watercourses managed by the Council, including vehicle or stock damage or excess spraying of open drains. Some provisions are to avoid nuisance associated with operating private stormwater systems.
- 3.4. The updated revised Bylaw will provide direction to the community in order to implement the stormwater network discharge consents required under the CLWRP which set out requirements for the Council to manage the water quality and quantity of all discharges into and from its networks. The Council is required to approve all discharges into its stormwater networks by 1 January 2025, including discharges from high-risk sites. The proposed updates to the Bylaw will enable it to legally manage these activities.
- 3.5. Some new environmental controls are proposed through the 2024 Bylaw update to assist the Council to manage discharges from a wider range of activities than those presently managed through the 2018 Bylaw. The amendments include a proposed Council approval process for stormwater discharges from high-risk sites. The changes include the following:
 - Stormwater discharge, Site-Specific Stormwater Management Plans and Pollution Prevention Plan approvals for “high-risk” sites
 - Site specific spill prevention and spill response procedures and other requirements for high-risk sites
 - New controls and sampling methods to manage discharges of sediment into stormwater or waterways in accordance with stormwater monitoring programmes

- Reference to a risk assessment process for “high-risk” site stormwater discharges from potentially contaminated land
- 3.6. The Bylaw makes new provision for the Council to approve discharges from high-risk sites into and from its networks. In context, “high-risk” discharges may be from either “operating-phase” or “construction-phase” activities, if a Hazardous Activities and Industries List (HAIL) activity is currently or has historically occurred at the site. High-risk site operating phase discharges are identified by the Council as sites where hazardous substances are being handled, used or processed within the site, when there is a risk of that substance becoming entrained in site runoff that could discharge into stormwater drains.
 - 3.7. For operating phase discharges, high-risk activities are defined in Schedule 1 of the Bylaw as those listed within the CLWRP HAIL list, except that the Council deems several activities described in the HAIL to be “medium-risk” so that it can apply less stringent requirements for them within the site Pollution Prevention Plan (PPP). This aligns the approval process for medium-risk sites to the level of risk to stormwater quality from the discharge.
 - 3.8. There are proposed less prescriptive PPP requirements for operating phase medium-risk sites in the Bylaw. This is because any hazardous substances used within a medium-risk site should, through the nature of the activity, be contained within a building’s interior systems, with any waste draining to purpose-built waste disposal systems or to trade waste (wastewater). Medium-risk sites are a lower priority for risk assessment and approval via the PPP’s. The separate definitions provided of high and medium-risk sites in the Bylaw are intended to enable the Council to prioritise the risk assessments for activities that pose the highest risk to the quality of the stormwater discharges.
 - 3.9. The Council also now has a procedure in place to require a risk assessment and if appropriate, approve stormwater discharges into the reticulated stormwater networks from potentially contaminated sites during earthworks, or alternatively refer these discharge approvals onto Environment Canterbury for consent. These construction phase discharges may pose a risk to stormwater quality due to the HAIL activity (historic or current) as well as sediment discharging during the earthworks. Construction activities are managed separately from operating phase high-risk activities in the Bylaw because the construction could cause contaminated material in land that is disturbed to be released into the environment, as well as risking sediment in site runoff affecting discharge quality. It is noted that consent for land disturbance may also be required from the Waimakariri District Council under the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NESCS) alongside the required approval through the Bylaw or consent from Environment Canterbury for the stormwater discharge into the reticulated network.
 - 3.10. The management approach and risk assessment for these sites is set out in the following documents: “*Memorandum of Understanding Between Waimakariri District Council and Environment Canterbury Stormwater Discharge Approvals on Contaminated Land CRC184601*” (TRIM 230925149963 – attachment iii) and the “*Assessment Criteria for HAIL Sites from 1 January 2025 – LLUR HAIL for Memorandum of Understanding Stormwater Discharge Approvals on Contaminated Land - 12 April 2023*” (TRIM 230412051135 – attachment iv.). These Memorandum of Understanding commitments for management of discharges from potentially contaminated land are referenced in the Bylaw in order to provide a trigger for the Council to require an applicant to arrange the required risk assessment and site investigations. Decisions on contaminated land risks and discharge approvals or site referrals to Environment Canterbury will be applied through the MOU process.
 - 3.11. There are proposed new standards or limits in the new Schedule 2 of the Bylaw outlining requirements for construction phase discharges. These are based on the consent limits within the stormwater network discharge consents relating to discharge of sediment and requirements of the stormwater network consent monitoring programmes. The Council is

now able to apply these various measures during activities when it is responsible for approving the quality of the discharge from the site into its systems.

- 3.12 The construction phase discharge requirements from Schedule 2 of the Bylaw will need to be implemented through coordination among the 3 Water's Unit, Environmental Services Unit and could involve collaboration with the Building Unit. This could enable the Council to manage sediment discharges from individual building sites when a Waimakariri District Council earthworks consent is not required. Processes to implement these new construction management approaches will be confirmed in coming months and tested on sites where discharges are being approved into the Council networks, from the date of adoption of this Bylaw.
- 3.13 The stormwater network discharge consents in place for Rangiora, Kaiapoi, Oxford and Woodend require the Council to, over time, achieve water quality standards which now are mandatory for discharges from the stormwater networks into the receiving environment. The updated Bylaw will be the legal mechanism enabling the Council to apply the network consent requirements where they affect discharges from private properties. The Bylaw will authorise the Council management of the quality of these discharges through Pollution Prevention Plans, Site-Specific Stormwater Management Plans and Erosion and Sediment Control Plans.

4. ISSUES AND OPTIONS

- 4.1. This report describes the consultation undertaken on the proposed 2024 version of the Bylaw, which was in accordance with the Special Consultative Procedure of the *Local Government Act 2002* (Section 83). During consultation one submission was received from Golden Homes North Canterbury.
- 4.2 The following table outlines the content of this submission. It includes staff recommendations for confirmation or amendment by the Council. The submission and recommendations have been reviewed by Council asset managers, engineering, environmental specialists and policy staff and are made to support the Council to meet requirements of the Canterbury Land and Water Regional Plan and its stormwater network discharge consent conditions, as far as is practicable.
- 4.3 The Council is asked to review the submission and following table including summary of submission and staff recommendations. The Council can either confirm the staff recommendations as currently drafted or it can direct staff to make changes to these recommendations and adopt any required changes to the final version of the Bylaw.

4.4 Summary of Submissions and Staff Recommendations

Submitter	Point of Submission	Staff Recommendations
Golden Homes North Canterbury	<p><i>"I guess it means they will be coming into line with the other Councils. The main thing for us in new subdivisions is that we have grass which is a sediment control of sorts. If we can push this would be great.</i></p> <p><i>The other matter that comes up is the vehicle entrances which we use AP20 or similar as sediment control. Some Council's are enforcing that we use a larger aggregate, this creates a trip hazard for the public and it is only a matter of time before there will be a worksafe incident! Also twice the price to supply and install".</i></p>	<p>Staff acknowledge the submission and support increasing the use of grass filter strips where practicable on residential building sites.</p> <p>Staff do not generally support the use of AP20 aggregate to stabilise temporary residential vehicle entranceways. The required size of aggregate will be AP50 – AP150 as per the Erosion and Sediment Control Toolbox for Canterbury stabilised entranceway guidelines. Staff propose to require use of the larger aggregate and dimensions provided for erosion and sediment control purposes from the toolbox 'stabilised entranceway' requirements, as far as practical within each site given space constraints.</p> <p>There would be no changes recommended to the Bylaw as a result of this approach, which requires construction phase discharges to be managed in accordance with the Erosion and Sediment Control Toolbox for Canterbury. The stabilisation of temporary entranceways could be applied through the application of the Erosion and Sediment Control Toolbox https://www.esccanterbury.co.nz/project/stabilised-entranceways/. The drawing in Appendix 1 is an extract from the toolbox which indicates these requirements.</p> <p>Staff advise that stabilised entrances need to be constructed behind the footpath, using the specified aggregate sizes in the toolbox (AP50 – AP150). Reasons to avoid use of the smaller aggregate requested by the submitter (AP20) are that it compacts with repeat vehicle crossings and will not "flex" the vehicle tyres, thereby not adequately cleaning the tread. The small aggregate does not create sufficient vibration on the tyres to remove sediment particles.</p> <p>To provide for pedestrian safety and avoid public trip hazard it is noted that the footpath section/portion of the stabilised entranceway temporary vehicle crossing can be surfaced with 20mm aggregate if required to provide a suitable walking surface. Geotextile/filter fabric may need to be placed beneath any aggregate to avoid damaging the path surface (if present). As far as possible pedestrian access to a site should be separated from vehicle access, for safety reasons although this may not always be possible on small residential building sites.</p>

		<p>Further reasons, as per the Erosion and Sediment Control Toolbox, to require use of the larger sizes of aggregate are:</p> <ul style="list-style-type: none"> • Sediment removal: The larger aggregate size helps remove sediment from vehicle tires and undercarriages more effectively than smaller particles. As vehicles drive over the coarse aggregate, mud and dirt are dislodged and trapped between the rocks. • Durability: Larger aggregate is more resistant to breaking down under the weight and movement of heavy construction vehicles. This helps maintain the effectiveness of the entranceway for a longer period. • Drainage: The spaces between the larger rocks allow water to drain more easily, preventing pooling and muddy conditions at the entrance/exit point. • Dust: Larger aggregate is less likely to be redistributed as dust by vehicle traffic compared to smaller particles. • Traction: The rougher surface provided by larger aggregate offers better traction for vehicles, reducing the likelihood of slippage and improving overall safety on the construction site. <p>However some flexibility in applying these requirements on small residential building sites is warranted in some situations, provided the requirements of Rule 5.94A of the CLWRP, the Bylaw and network discharge consent are met. This is because of the risk of release of disturbed sediment during earthworks from a site if the larger sized aggregate used for the temporary vehicle entranceway is required to be removed and replaced with AP20 during the subsequent formation of the permanent crossing basecourse. Other erosion and sediment control options could be considered on small residential sites so that larger aggregate does not need to be removed and replaced with smaller sized aggregate during the permanent driveway construction.</p>
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- 4.5 In summary, the proposals in this report are considered to provide the most effective approach to implementation of the Bylaw. The approach should assist the Council to achieve environmental standards which are now applicable at all major district stormwater network discharge points.
- 4.6 The Council has the option of amending the Bylaw as a result of the submission received and approving the finalised Bylaw with any changes needed to respond to the submission points. Alternatively it could adopt the draft Bylaw in the current form as recommended by staff, which is unchanged from that which was publicly consulted.
- 4.7 The Council also continues to have an option of revoking the Stormwater Drainage and Watercourse Protection Bylaw 2018 and relying on other legislation to manage the quality and quantity of stormwater and land drainage discharges in the district. However, the Bylaw has been developed in order to protect Council infrastructure, public health and safety and the environment. It achieves this by clearly specifying the requirements and obligations of all parties, and the rules and conditions to be met by each activity or person generating a discharge into a Council system. For these reasons it is recommended that the 2018 version is amended and replaced by the proposed 2024 version.

4.8 Enforcement of the Bylaw

- 4.9 Enforcement of the Bylaw can only occur through a prosecution process for offences through the courts. This has an estimated cost to Council of at least \$10,000 to \$15,000 per prosecution and an average processing time of at least 6 months per offence. These court prosecutions would only seem warranted in the event of major Bylaw breaches or a repeat offender. For minor Bylaw offences, infringement notices cannot be issued by the Council because there are no national regulations in place which would authorise these.
- 4.10 Therefore it is likely that the most effective enforcement approach for the wider range of activities to be managed under the amended Bylaw is for the Council to, if necessary, rescind any granted approvals for non-complying activities discharging into the Council networks. The Council can require the property owner to obtain a consent for their activity from Environment Canterbury if it is not otherwise required to manage these discharges itself to comply with its stormwater network discharge consent conditions. A process for the Council to withdraw previously granted approvals for non-complying discharges which present an unacceptable risk to the receiving environment is set out in the network consent conditions. This process enables the Council to refer these activities to Environment Canterbury for separate consenting, management and enforcement, in certain circumstances. This proposed compliance approach is agreed with Environment Canterbury and is consistent with the compliance framework applied within the stormwater network discharge consents.
- 4.11 The Council can refer pollution issues within its networks to Environment Canterbury to enforce directly via its own infringements system, if the discharge contravenes Section 15 of the *Resource Management Act 1991*, subject to agreement of Environment Canterbury that the process for the Council to manage the discharge under its network consents has been fully complied with in accordance with the consent conditions. Environment Canterbury has direct enforcement capabilities to manage non-complying discharges that have an unacceptable level of environmental risk, including issue of abatement notices and infringement fines under the *Resource Management Act 1991*.
- 4.12 Updating and adopting the Stormwater Drainage and Watercourse Protection Bylaw 2024 means the Council does not have to rely on the cooperation of the customer to ensure either: (a) the acceptable quality of stormwater and land drainage discharges into its systems; or (b) that it can avoid the adverse effects of flood flows that may result from harmful or damaging private activities.

4.13 It means the Council can make the public aware of the requirements by publishing its Bylaw and providing enforcement in circumstances where a customer does not voluntarily agree to meet the requirements. It provides the Council with an enforcement option for circumstances when a customer intentionally or repeatedly ignores the Bylaw provisions.

4.14 The Bylaw is therefore the appropriate mechanism to protect public health and the environment and the network infrastructure from damage or misuse. The Bylaw is still considered to be the most appropriate mechanism for managing the quality and quantity of discharges into and from the Council's systems and into the receiving environment. It provides an open and transparent process for the community to provide input into the preparation and adoption of the rules that will be applied.

4.15 Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Community wellbeing is supported by having in place clear standards to control discharges and activities affecting stormwater and waterways. The Bylaw will protect public safety around drainage channels and natural waterways and reduce damage or interference that could result in unanticipated flooding or contamination events.

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

5 COMMUNITY VIEWS

5.1 Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Consultation on the draft Bylaw with Ngāi Tūāhuriri was undertaken via Mahaanui Kurataiao Limited. The response is set out in a "*Cultural Advice Report to Waimakariri District Council*" received on 5 April 2024 (see TRIM 240409054566-attachment v.).

The Cultural Advice Report includes recommended Bylaw objectives which have been added into the draft Bylaw Section 3 Objectives, explained as stated outcomes of the Bylaw. These Bylaw stated outcomes are:

- To provide for improvement in the quality of waterways;
- To provide for protection and enhancement of waterways, mahinga kai, indigenous species and habitat;
- To provide for the protection of wahi tapu, wahi taonga, wai tapu and wai taonga.

Waterway water quality and indigenous species habitat is not only protected but is also enhanced by removal of contaminant discharges. Reducing contaminants supports rehabilitation, improvement and enhancement of waterways. This includes improving the health and abundance of indigenous aquatic species which can be viewed as improving the quality of waterways and providing for their enhancement as well as their protection. The Bylaw provides a set of controls over private property discharges that are intended to reduce the inflow of contaminants into Council systems and waterways, to meet these objectives and outcomes.

The Cultural Advice Report also makes the following key comments:

- The discharge of contaminants to waterways is not supported.
- Minimisation of impervious surface area and onsite solutions are recommended.
- All stormwater should be treated prior to discharge into natural or manmade waterways.
- Compliance with rules within the Bylaw should be monitored and enforced.

These comments are intended to be addressed through the Bylaw and amendments. The likelihood of achieving these Ngāi Tūāhuriri recommendations depends on practical

actions by Council staff implementing the Bylaw and wider community action on reducing discharges of contaminants into stormwater or waterways.

Te Ngāi Tūāhuriri hapū were contacted again at the start of the submission period to advise of the formal consultation commencing and invite their further comment. In response their Environmental Advisor noted there was *“no further comment at this stage”* (TRIM 240730125188).

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. Consultation letters were sent to key agencies and organisations including contractors responsible for operating the stormwater and drainage networks, residential building contractors and companies, Environment Canterbury, adjoining local authorities, the Community and Public Health Canterbury office and the Waimakariri Zone Water Management Committee. One month was allowed for consultation as required by the Special Consultative Procedure.

A workshop on the draft Bylaw was held with the Waimakariri Water Management Zone Committee on 1 July 2024. During the meeting the Committee sought and staff provided clarification on the role of the Bylaw and Waimakariri District Council associated functions in relation to requirements of the Canterbury Land and Water Regional Plan (refer Zone Committee meeting minutes in TRIM 240627105050, attachment vi).

Concerns were also raised by the Committee about the Bylaw incurring potential cost increases for developers which could increase the costs of housing in the District. In response, staff noted during the meeting that the Bylaw would reduce Environment Canterbury consenting costs for developers as the Council is taking over some of the Environment Canterbury consenting and approval functions. This report also notes there are opportunities for staff flexibility during implementation of the Bylaw requirements to take account of cost implications for developers and builders of meeting on-site requirements imposed through the Bylaw.

A list of businesses and organisations that were consulted on the draft Bylaw is provided below in Appendix 2.

5.3 Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The following table summarises the consultation approach undertaken for the Bylaw using the Special Consultative Procedure.

Tuesday 18 June 2024	The Utilities and Roothing Committee approved the draft Bylaw for consultation.
Thursday 20 June 2024	Public submission period opened (first public notice). Notification letters sent to key agencies and organisations. Bylaw documents available in Council service centres and libraries.
Monday 29 July 2024	Submission period closed.
Wednesday 25 September 2024 (9am to 3pm)	Hearings and deliberations (advertised date) Advertised but cancelled as no submitters wanting to ‘be heard’.
1 October 2024	Bylaw adopted by the full Council Bylaw comes into force

Public consultation included the following steps:

- Public notices/advertisements in newspapers, on the Council's website and via social media (including Facebook)
- Letters to potentially impacted organisations / businesses
- Statement of proposal and draft Bylaw available to view on the Council's website and in service centres and libraries.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

There are financial implications of the decisions sought by this report. The budget to review the Stormwater Drainage and Watercourse Protection Bylaw 2018, including advertising costs and implementation of the Bylaw by existing staff is included in the Annual Plan/Long Term Plan.

There will be operating cost increases to the Council over time as a result of implementing the current requirements and proposed amendments. These will be incurred in order to:

- Roll out a process to assess, approve and review Site-Specific Stormwater Management Plans and Pollution Prevention Plans throughout the District, from both high and medium-risk sites
- Provide approvals for the current and proposed wider range of activities which can now be managed under provisions of the updated Bylaw
- Increased monitoring and assessment of activities now covered by the Bylaw

Staff note the potential risks of cost increases for affected owners and building site operators and contractors in implementing requirements for stabilised vehicle entranceways. These costs to be incurred are considered necessary to avoid sediment discharge from residential building and earthworks sites into the stormwater system which discharges into natural waterways.

It may however be warranted for the Council to approve site-specific approaches for small residential building sites in some situations. For instance, a combination of alternative effective erosion and sediment control measures could be used in place of the specific larger aggregate sizes specified in the Erosion and Sediment Control Toolbox for Canterbury for stabilised entranceway requirements. This is subject to the contractor demonstrating that discharge standards can be achieved using alternative approaches. Other options could be applied at the discretion of staff and the site would still need to meet all discharge standards and other Bylaw requirements to the satisfaction of the Council.

Staff also note the potential for cost increases as a result of ongoing implementation of the additional activities required through the updated Bylaw. Further budget allocation will be requested if required through future Annual Plans and Long-Term Plans. Alternatively further funding can be made available through addition of any further fees payable by applicants through the Fees and Charges Schedule to cover all activities that will be approved through the Bylaw.

Funding needed to implement the new approval processes outlined in the Bylaw is already incorporated within current budgets and fees for approvals specified within the current Fees and Charges Schedule. Additional staff have been recently appointed to provide approvals now mandated through the Bylaw. Additional operating costs will be managed from existing budgets and staff time.

Fees are now payable by applicants who request staff approval of Pollution Prevention Plans or any other related stormwater discharge approval which may be imposed through the Bylaw. These fees are currently set out in the Fees and Charges Schedule. Although no Pollution Prevention Plans have been approved or fees collected for these to date, it is anticipated that these approvals will begin following adoption of the updated Bylaw.

6.2 Sustainability and Climate Change Impacts

The recommendations in this report have sustainability and/or climate change impacts. The Bylaw provides a legally enforceable environmental protection tool for the district, providing a basis for managing activities that protect and support sustainable management of waterways.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. The Bylaw needs to be fit for purpose, with adequate rules to control public activities around waterways in order to provide for public safety and environmental and flood protection. The effective implementation of the Bylaw will reduce risks to public safety or the environment.

6.4 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Including effective controls within the Bylaw will reduce risks to public safety or the environment associated with contaminated discharges and waterway access and use.

7 CONTEXT

7.1 Consistency with Policy

The proposed Bylaw including 2024 changes is considered a matter of significance in terms of the Council's Significance and Engagement Policy. For instance, Section 5.1 of the Policy states "...*The Council will consider each issue, proposal or decision on a case-by-case basis to determine whether the decision is significant by applying the criteria and procedures and consider the thresholds set out in this policy. It will also consider each of the following:*

- *The effect on parties who are likely to be particularly affected by or particularly interested in this issue, decision or proposal.*
- *The scale of any proposed change to levels of Council service.*

The proposed Bylaw changes are considered significant as some property owners discharging into the Council networks will be subject to new requirements of the Bylaw in future requiring them to meet environmental limits specified in stormwater network discharge consents and / or the Bylaw, rather than being subject to requirements of individual Environment Canterbury consents for their site discharges.

In addition, responsibility to control the quality and quantity of all stormwater discharges into and from each network will transfer from Environment Canterbury to the Council on 1 January 2025, which is a new role for the Council. It is a more extensive level of service for the management of stormwater discharge quality and quantity than is provided by the Council at present.

Policy 4.16A of the Canterbury Land and Water Regional Plan requires:

“Operators of reticulated stormwater systems implement methods to manage the quantity and quality of all stormwater directed to and conveyed by the reticulated stormwater system, and from 1 January 2025 network operators account for and are responsible for the quality and quantity of all stormwater discharged from that reticulated stormwater system”.

This policy requires the Council, from 1 January 2025, to manage all discharges into the Council stormwater systems including from high-risk activities. At the present time the Council approves discharges from medium, but not high-risk sties. This Bylaw update gives effect to the policy by providing a legal avenue for the Council to accept responsibility for high as well as medium-risk discharges into its stormwater networks.

7.2 Authorising Legislation

The *Local Government Act 2002*, section 158, requires the first review of a Bylaw made under the Act to be undertaken no later than five years after the Bylaw was made, if the Bylaw was made after 1 July 2003. S 159 then requires a further review of that Bylaw no later than 10 years of the date of the previous review. The legislated review date for the Stormwater Drainage and Watercourse Protection Bylaw 2018 which was adopted on 1 May 2018 is therefore 1 May 2028. Any Bylaw that is not reviewed within the specified timeframe is revoked two years after the last date on which it should have been reviewed. The Bylaw will therefore be revoked on 1 May 2030, if not reviewed prior to this date. This 2024 review, intended to be completed prior to 1 January 2025 is therefore an early review which meets the requirements for Bylaw review timeframes within the *Local Government Act 2002*.

The Stormwater Drainage and Watercourse Protection Bylaw is established under Section 145 and 146 of the *Local Government Act 2002* and was publicly consulted through this review under Sections 82, 83, 86, and 156.

The proposed amended Bylaw assists the Council to align its activity management with the purpose and intent of the *Health Act 1956* and the *Resource Management Act 1991*. This is in terms of assisting the Council to improve its management of contaminated discharges into the stormwater and land drainage systems and downstream receiving environment, and in so doing improve health and safety for people and the quality of the environment.

In carrying out the review of its 2018 Bylaw, the *Local Government Act 2002*, section 155 required the Council to determine whether the Bylaw is still the most appropriate way of addressing the perceived problem, whether it is the most appropriate form of Bylaw and whether it gives rise to any implications under the *New Zealand Bill of Rights Act 1990*. These assessments were made within the Statement of Proposal (see TRIM 240402050528) which was publicly consulted through the Special Consultative Procedure.

7.3 Consistency with Community Outcomes

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

The review of the Stormwater Drainage and Watercourse Protection Bylaw promotes the following community outcomes:

- People are supported to participate in improving the health and sustainability of our environment
- Infrastructure and services are sustainable, resilient and affordable

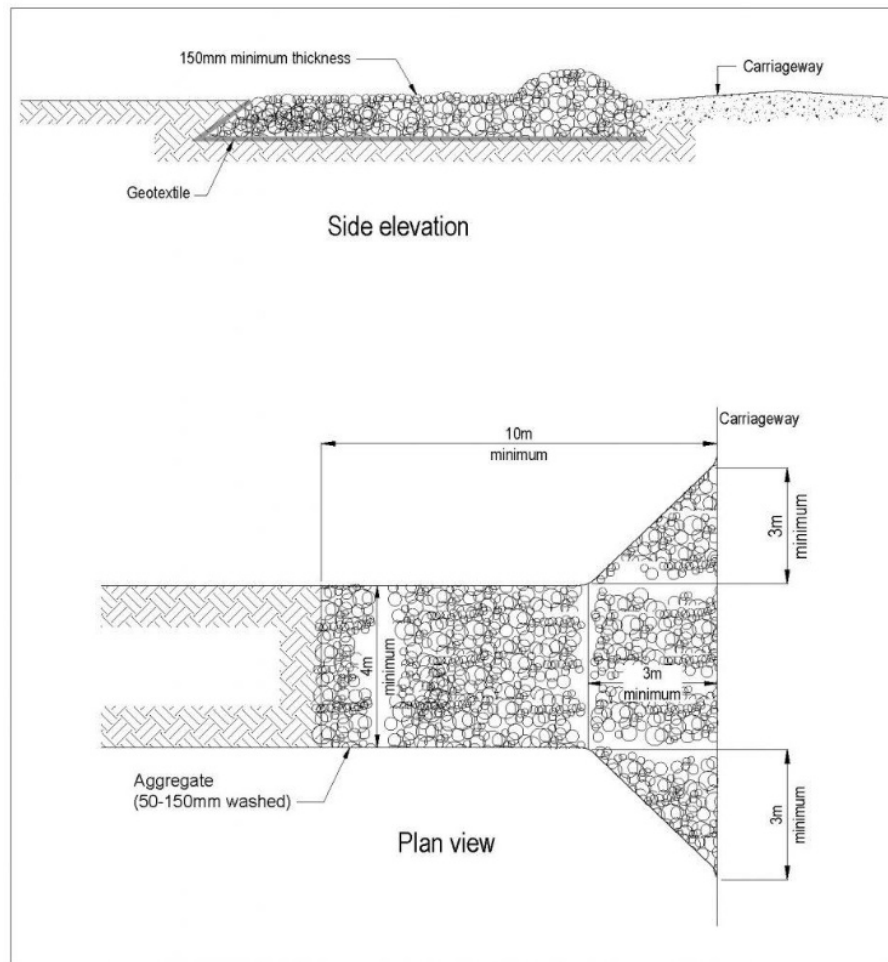
7.4 Authorising Delegations

The Stormwater Drainage and Watercourse Protection Bylaw Hearing Panel was appointed by the Utilities and Roothing Committee during its meeting on 18 June 2024 to hear, deliberate and make recommendations to the full Council on submissions on the draft Bylaw. However only one submission was received and the submitter subsequently advised by email that they did not wish to 'be heard' or attend the hearing (TRIM 240806130013). Therefore the advertised hearing on 25 September 2024 was cancelled and the decision on the draft Bylaw referred to the full Council.

The Utilities and Roothing Committee has delegated responsibility from the Council for land drainage, waterways and stormwater activities and to administer Bylaw's for the Committee's activities including to recommend to the Council any amendments, reviews, or new Bylaws (refer S-DM:1024).

The full Council will need to consider submissions and staff recommendations on the draft Bylaw and make final decisions on the updated Bylaw following public consultation.

Appendix One: Stabilised Entranceways Drawing from Erosion and Sediment Control Toolbox for Canterbury.



Source: <https://www.esccanterbury.co.nz/project/stabilised-entranceways/>

Appendix Two: Stormwater Drainage and Watercourse Protection Bylaw Businesses and Organisations Consulted

Corde
 Environment Canterbury
 Christchurch City Council
 Hurunui District Council
 Selwyn District Council
 Community and Public Health Canterbury Office
 Waimakariri Water Management Zone Committee
 Mahaanui Kurataiao Limited
 Truline
 BG
 Dormer
 Taggarts
 Darwin
 Schick
 Dawe - 'Dawe Contracting Ltd'
 Mike Blackburn
 Mike Greer Homes
 Signature Homes Christchurch North
 Stonewood Homes North Canterbury
 Chatterton Homes North Canterbury
 DGI Morgan Ltd
 Waghorn Steel Buildings North Canterbury
 McKendry Construction Ltd
 McAlister Contracting Ltd
 G J Gardner Homes (Christchurch North)
 Landmark Homes Canterbury
 Golden Homes
 Ideal Buildings
 Jennian Homes
 Stroud Homes
 Versatile Homes & Buildings NC
 Today Homes Limited
 Tomkies Construction
 Milestone Homes
 Tara Homes
 Generation Homes North Canterbury



STORMWATER DRAINAGE AND WATERCOURSE PROTECTION BYLAW 2024

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This Stormwater Drainage and
Watercourse Protection Bylaw 2024
was adopted at a Council Meeting held on
XXX

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Chief Executive

Governance Manager

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WAIMAKARIRI DISTRICT COUNCIL
STORMWATER DRAINAGE AND WATERCOURSE PROTECTION BYLAW 2024

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1 TITLE, AUTHORITY AND COMMENCEMENT

- 1.1 This bylaw shall be known as the *Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2024*.
- 1.2 This bylaw shall come into force on XXX Date.
- 1.3 ~~This Bylaw supersedes and revokes the Stormwater Drainage and Watercourse Protection Bylaw 2018.~~
- 1.4 The Council resolved to review the Stormwater Drainage and Watercourse Protection Bylaw 2018 on 18 June 2024 XXX Date. The revised Bylaw was confirmed following a special consultative procedure by resolution at a meeting on XXXXX May 2024.

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2 INTRODUCTION

- 2.1 This bylaw is made by the Waimakariri District Council in exercise of the powers and authority vested in the Council by Section 146 of the *Local Government Act 2002*.
- 2.2 This bylaw applies and operates throughout the Waimakariri District.
- 2.3 This bylaw applies to the following:
- Council stormwater systems;
 - Council managed land drainage systems or watercourses;
 - Privately managed stormwater systems, land drainage systems, watercourses, flood plains, overland flow paths or stop banks.
- 2.4 This bylaw does not derogate from the Building Act 2004, the Hazardous Substances and New Organisms Act 1996, the Health Act 1956 and the Resource Management Act 1991 and any of those Acts' subsequent amendments or applicable Regulations.

Explanatory Note: This bylaw interacts with the Waimakariri District Council Wastewater Bylaw in seeking to reduce wastewater overflows. The Wastewater Bylaw seeks to prevent stormwater inflow into the wastewater systems by addressing defects in the wastewater reticulation, non-complying wastewater or stormwater connections and poorly designed gully traps. These steps all assist to prevent wastewater overflows that can adversely affect the receiving environment.

The Stormwater Drainage and Watercourse Protection Bylaw 2024 supports these provisions by requiring effective operation and maintenance of Council and private stormwater and land drainage systems and separate operation of the stormwater and wastewater systems.

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3 OBJECTIVES

3.1 The purpose of the bylaw is to provide a mechanism to assist the Council to achieve the following key objectives:

- a. Control the discharge of contaminants into any Council stormwater system or land drainage system;
- b. Prevent the unauthorised discharge of stormwater into any Council stormwater or land drainage system;
- c. Enable the Council to meet relevant objectives, policies and standards specified within the Canterbury Land and Water Regional Plan and any consent condition with which the Council is required to comply, which controls the quality or quantity of discharges from any Council system into the receiving environment;
- d. To protect the land, structures and infrastructure of Council and private stormwater and land drainage systems;
- e. To define the obligations and responsibilities of the Council, private property owners and occupiers and the public in matters related to the discharge of stormwater and land drainage water, and the management of stormwater systems and land drainage systems;

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3.2 The above objectives will assist the Council to contribute to the following broader outcomes for waterways in the District:

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- a. To provide for improvement in the quality of waterways;
- b. To provide for protection and enhancement of waterways, mahinga kai, indigenous species and habitat;
- c. To provide for the protection of wahi tapu, wahi taonga, wai tapu and wai taonga.

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4 INTERPRETATION

a. In this bylaw:

- i. "Approval or approved" means approval or approved in writing by Waimakariri District Council either by resolution of Council or by a Council officer.
- ii. ~~"Best practicable option" means the best method for preventing or minimising the adverse effects of any stormwater discharge on the environment, as determined by the Council, having regard to:~~
 - a. ~~the nature of the discharge or emission and the sensitivity of the receiving environment to adverse effects; and~~
 - b. ~~the financial implications of an option compared with other options.~~
- iii. "Catchment Management Plan" is a plan providing an overview of the stormwater system(s) and water quality issues within a catchment to provide a framework for future stormwater management.
- iv. "Connection" means an approved discharge from a premises of stormwater into a Council stormwater system or land drainage water into a Council land drainage system that is subject to Council's approved and applicable rates and charges.
- v. "Construction activities" means any activities involving the disturbance of the surface of any land but excludes farming and forestry activities.

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- vi. **“Contaminant”** includes any substance (including gases, odorous compounds, liquids, solids, and micro-organisms) or energy (excluding noise) or heat, that either by itself or in combination with the same, similar, or other substances, energy or heat:
- when discharged into water, changes, or is likely to change the physical, chemical, or biological condition of the water into which it is discharged, or
 - when discharged onto or into land or into air, changes or is likely to change the physical, chemical or biological condition of the land or air onto or into which it is discharged.
- b. **“Council”** means the Waimakariri District Council.
- viii. **“Council system”** means a land drainage or stormwater system which is under the control of the Council.
- ix. **“Customer”** means the person discharging stormwater or land drainage water into the Council system.
- x. **“District Plan”** means the Waimakariri District Plan.
- xi. **“District”** means the Waimakariri District.
- xii. **“Environment Canterbury”** means the Canterbury Regional Council.
- xiii. **“Environmental standards and/or limits”** means the standards or limits which apply in the receiving environment or at a stormwater network discharge point and which control quantities of any contaminant which is authorised or approved to be discharged through any National Environmental Standard, Regional or District Plan or consent condition.
- xiv. **“Erosion and Sediment Control Plan”** means a plan that has been prepared in accordance with the Environment Canterbury Erosion and Sediment Control Toolbox for Canterbury.
- xv. **“Flood plain”** means an area which is predicted to flood in a storm event.
- xvi. **“Ground soakage system”** means a system that provides for stormwater to soak into the ground.
- xvii. **“Hazardous Substances”** as defined by Section 2 of the Hazardous Substances and New Organisms Act 1996, Ministry of Environment.
- xviii. **“High-Risk Activities”** are those activities defined as High-Risk in Schedule 1 of this Bylaw.
- xix. **“Land drainage system”** means any combination of surface or subsurface pipes, channels, drains or canal systems that have been constructed for the primary purpose of collecting or draining water from agricultural or rural land and ancillary structures; or controlling or permanently lowering the water table; and which conveys and discharges that water to the receiving environment.
- xx. **“Land drainage water”** means water arising from the drainage of water from the soil profile, or excess surface water from agricultural or rural land. It excludes stormwater, which is separately defined.
- xxi. **“Medium-Risk Activities”** are those activities defined as Medium-Risk in Schedule 1 of this bylaw.
- xxii. **“Mixing Zone”** means a Mixing Zone as defined in Schedule 5 of the Canterbury Land and Water Regional Plan.
- xx. **“Natural servitude”** means a state where low-lying land is obliged to receive surface water which drains naturally from land situated at a higher gradient (surface water includes all naturally occurring water which results from rainfall or water flowing onto the site, including percolating water).
- xxiii. “

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xxiv. “NTU” means Nephelometric Turbidity Unit, which is the unit used to measure the turbidity of a fluid or the presence of suspended particles in water.

xxv. “Nuisance” has the same meaning as Section 29 of the *Health Act 1956*, and includes a person, thing, or circumstance causing stress or annoyance or unreasonable interference. In the context of this bylaw the term nuisance includes, but is not limited to:

- a. Danger to life;
- b. Danger to public health;
- c. Flooding of any building floor or sub-floor, or public roadway;
- d. Damage to property;
- e. An effect on the efficient operation of a stormwater or land drainage system;
- f. Damage to any facet of a stormwater or land drainage system;
- g. Erosion or subsidence of land;
- h. Long or short term adverse effects on the environment; or
- i. Adverse loss of riparian vegetation; or
- j. Wastewater overflow to land or water; or
- k. Anything that causes a breach of any stormwater discharge consent condition binding Council.

xxvi. “Offence” includes any act or omission in relation to this bylaw or any part thereof for which any person can be prosecuted.

xxvii. “Owner/occupier” means any persons acting in general management or control of the land, or any plant or machinery on that land.

xxviii. “Overland flow path” means any secondary flow path that is:

- a. illustrated in a catchment management plan or on any Council drainage plan or record; or
- b. the overland route taken by any concentration of, or significant sheet flow of stormwater or land drainage water on its way to a flood plain, stormwater system, land drainage system or watercourse.

xxix. “Person” includes an individual person (corporation sole) and also a body of persons, whether corporate, incorporate or non-corporate.

xxx. “Point of connection” means the point on the Council system that marks the boundary of responsibility between the customer and the Council, at which the customer(s) private system connects to and discharges stormwater or land drainage water into the Council system.

xxxi. “Pollution Prevention Plan” means a Council approved plan which identifies actual or potential pollution risks relating to the discharge of contaminants from a specific site or operation, and the management strategies implemented or proposed to mitigate these risks.

xxxii. “Premises” means either:

- a. A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued, or
- b. A building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available, or
- c. Land held in public ownership (e.g. reserve) for a particular purpose.
- d. Individual units in a building which are separately occupied and/or leased.

xxxiii. “Private system” means any land drainage system or stormwater system that drains water from a privately owned premises to a receiving

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environment or up to the point of connection with a Council system. For the purposes of the bylaw, drains that are managed by the New Zealand Transport Agency, KiwiRail or Environment Canterbury are deemed to be part of a private system.

~~xxxiv.~~ **“Receiving environment”** means any surface water body ~~or land~~ groundwater or coastal marine area into which stormwater or land drainage water is conveyed.

~~xxxv.~~ **“Site discharge”** means a discharge from any site into a Council stormwater system.

~~xxxvi.~~ **“Site-Specific Stormwater Management Plan”** means a site-specific plan for high-risk sites that details the management and treatment of stormwater on site. See section 10 of the Bylaw.

~~xxxvii.~~ **“Stop bank”** means an embankment to prevent flooding.

~~xxxviii.~~ **“Stormwater”** means runoff that has been channelled, diverted, intensified or accelerated by human modification of the land surface or rainfall runoff from the external surface of any structure as a result of precipitation, and excludes land drainage water, which is separately defined.

~~xxxix.~~ **“Stormwater system”** means the system provided by the Council or private property owner/occupier for the management of stormwater runoff, which includes any combination of open channels, drains, underground pipes and basins, ponds, wetlands, kerb, channel and swales up to and including the point of discharge, but excluding the receiving environment.

~~xl.~~ **“Stormwater Management Plan”** is a plan to improve the management of water quality and water quantity in a defined area.

~~xli.~~ **“The Act”** means the *Local Government Act 2002* and its amendments.

~~xlii.~~ **“Watercourse”** means every open river, stream, creek, floodway, culvert, channel and open drain through which stormwater or land drainage water commonly flows, whether continuously or not, and which may be either managed by the Council or privately managed.

~~xliii.~~ **“WDC”** means the Waimakariri District Council.

- b. Terms and expressions defined in the Act shall, when used in this bylaw, have the same meanings as those in the Act, unless they are alternatively defined in this bylaw.
- c. If any requirement in relation to any person or activity specified in this bylaw differs from a requirement in any other legislation, regulation, consent condition, standard or Regional or District Plan provision then the more stringent requirement shall apply.

PART 1: ACCEPTANCE, DESIGN AND CONNECTIONS

5 ACCEPTANCE OF STORMWATER AND LAND DRAINAGE WATER

5.1 Every person seeking a new or altered connection to a Council system shall be entitled to have the stormwater or land drainage water from the premises accepted by the Council subject to:

- a. The premises being located within a drainage rated area (designated in accordance with the *Local Government Act 2002*) which is serviced by a Council stormwater or land drainage system;

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- b. The owner of the premises has prior written approval from the Council for the new or altered connection(s), with such approvals assessed subject to requirements of Sections 5.1 and 6.1 of this bylaw;
- c. There being sufficient capacity within the Council system to accommodate the additional new or altered connection(s);
- d. The additional new or altered connection(s) must be at least cost neutral to the existing scheme members and annual rates generated from the additional connection(s) must be sufficient to cover the life cycle costs of the new assets and the variable costs of the service;
- e. Fulfillment of the requirements of this bylaw, including obtaining any relevant consent, implementing any pollution prevention plan that the customer is required to obtain, and meeting all requirements of the *Resource Management Act 1991*, *Building Act 2004* or any other acts or regulations;
- f. Payment of the appropriate fees and charges applicable to the connection(s).

Explanatory Note: A premises within a drainage rated area will either have a direct connection to a council system, or will have a private system that discharges to a council system within the drainage rated area. The customer is required to maintain the private system prior to the point of connection to the Council system.

In the areas outside of drainage rated areas, the principles of natural servitude apply and stormwater and land drainage water that discharge to a private system or receiving environment are subject to the applicable clauses within section 17~~6~~ and to the Building Code.

An altered connection refers to an increase in the quantity of, or contaminant loading within, stormwater being discharged from the site.

- 5.2 If an application to connect to a Council system does not meet the requirements of clauses 5.1 (c), (d) or (e) then the Council may:
- a. Require an upgrade to the system at the cost to the customer(s); or
 - b. Require that an alternative stormwater or land drainage system is provided within the premises in accordance with section 6; or
 - c. Decline the application and advise the customer(s) of the reason(s) why the application was declined.

6 DESIGN

- 6.1 Any proposed new stormwater or land drainage system and any proposed alteration to any existing system must be designed, constructed and operated in accordance with:
- Council's Engineering Code of Practice;
 - Any relevant Catchment Management Plan prepared by Environment Canterbury or Waimakariri District Council;
 - Any relevant Stormwater Management Plan prepared and approved by the Waimakariri District Council;
 - The Waimakariri District Plan;
 - The Canterbury Land and Water Regional Plan;
 - The Regional Coastal Environment Plan for the Canterbury Region;
 - The Environment Canterbury Erosion and Sediment Control Toolbox for Canterbury;
 - Any approved pollution prevention plan that has been provided in accordance with Section 9 or section 10;
 - Any resource, building or other consents relevant to the proposed works including use of best management practices within the site that are necessary to meet consent conditions and environmental standards and limits;
 - Any written conditions imposed by Council when approving the works;
 - Waimakariri District Council standard construction specifications.
- 6.2 As-built plans showing details of all new or altered systems must be provided to Council within the timeframe specified in Council's written approval or Engineering Code of Practice.
- 6.3 For existing sites being redeveloped, Council may require retrofit stormwater mitigation and/or implementation of site-specific management plans or practices to treat and/or retain stormwater runoff from all or some part of existing impervious areas, in order for Council to comply with consent conditions which control the quality or quantity of discharges from any Council system into the receiving environment. This may include a requirement to treat as much of the first flush as reasonably practicable within the site and/or take any other action required by the Council to minimise any discharge of contaminants from the activity or property.
- 6.4 The Council may specify areas in the District, or may impose controls on any premises, whereby stormwater disposal must be undertaken by ground soakage, unless site conditions prevent it.

7 POINT OF CONNECTION

- 7.1 The point of connection to the Council's system is shown in Figure 1. There may be only one point of connection for each premises unless prior written agreement is provided by the Council.
- 7.2 The Council is responsible for the maintenance and all repairs to the Council system, including any pipe and fittings up to the point of connection, except:
- The customer is responsible for clearing of blockages or repairing damage from trees on the customer's own property, up to the point of discharge.

7.3 The customer is responsible for the maintenance and all repairs to the private stormwater or private land drainage system within the customer's property and on the

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customer's side of the point of discharge. Except where the private system is within public land, the following applies:

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- a. The Council is responsible for any damage to the system caused by a Council contractor or a Council asset (such as a street tree).

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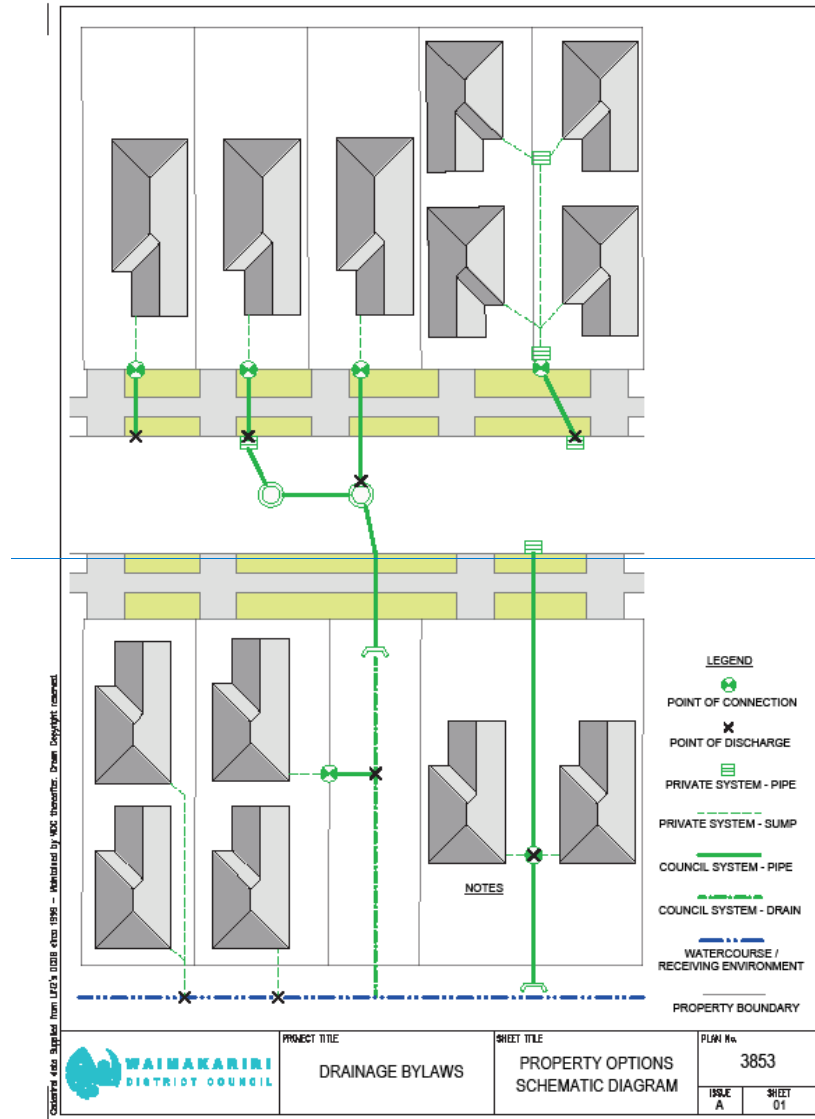
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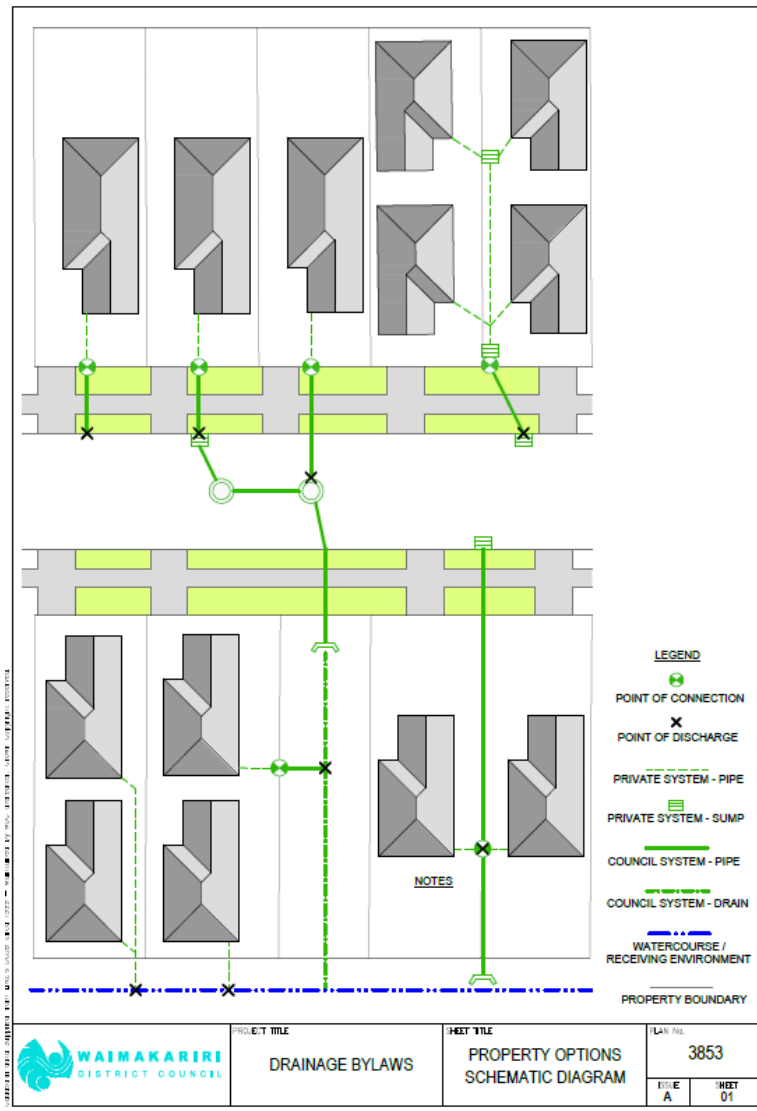
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Figure 1: Stormwater Drainage Point of Connection Examples



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PART 2: MANAGEMENT OF CONTAMINANTS

8 DISCHARGE OF CONTAMINANTS

- 8.1 No person or premises may discharge directly or indirectly a contaminant into a Council system, including by way of private system to a Council system, if the discharge is likely to cause nuisance or adversely affect the operation of the system or receiving environment, including having an adverse effect on aquatic life, unless the discharge is approved by the Council or is expressly authorised by an operative resource consent.

Explanatory note: Contaminants as defined in Section 4 of this bylaw include (but are not limited to) sediment, concrete, cement slurry, sewage, effluent, solvents, [paint, oil, hydrocarbons](#), soap, detergents, dissolved metal, hazardous material, fungicide, herbicide, insecticide, litter and green waste.

- 8.2 The Council may require premises that do not comply with clause 8.1 to implement the following controls, [which, where required, shall be provided at the expense of that customer](#):
- The modification of the premises to reduce or avoid the discharge of the contaminant;
 - The installation and use of treatment and mitigation measures or devices;
 - The proactive maintenance of the private system, including the provision of and compliance with a [Site-Specific Stormwater Management Plan](#) approved by Council.
- 8.3 Any owner, occupier or person who is present on a premises subject to a control made under clause 8.2 must comply with that control, [and which, where required shall be provided at the expense of that customer](#).

PART 2A: OPERATING PHASE DISCHARGES

9 MEDIUM-RISK ACTIVITIES / SITES

- 9.1 The owner/occupier undertaking any new medium-risk activity on any site as defined in Schedule 1 that connects to a Council system shall prepare and implement a [site specific](#) Pollution Prevention Plan. This plan shall be [provided to the Council upon request. The Council may audit the site and Pollution Prevention Plan at any time, submitted to and approved by the Council and fully implemented prior to connecting into the Council system.](#)
- 9.2 The owner/occupier undertaking any existing medium-risk activity on any site as defined in Schedule 1 and that connects to a Council system shall, if requested by the Council, prepare and implement a [site specific](#) Pollution Prevention Plan. This plan shall be [prepared and implemented on site submitted for Council approval](#) no later than six months after being requested by the Council, or such later date as agreed with Council. [The plan shall be fully implemented within six months of being approved by the Council. The Council may audit the site and Pollution Prevention Plan at any time.](#)
- 9.3 The Pollution Prevention Plan if required under 9.1 or 9.2 above shall [be prepared with reference to include the information set out on the Council website <https://www.waimakariri.govt.nz/services/3-waters/stormwater-and-drainage/> specified for "Pollution Prevention Plan Requirements".](#)

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9.3.1 A site assessment identifying all actual and potential sources of contaminant discharge, including surface coatings;

9.3.2 Suitably scaled plans showing the site layout, boundaries, all stormwater, land drainage and wastewater drainage including the point of connection or discharge to the Council stormwater, land drainage or wastewater systems, and relevant buildings and outdoor spaces (including identification of their use);

Identification and installation requirements of the best practicable options proposed to ensure that potential contamination of all discharges are minimised. The application of current, nationally accepted standards, such as the Auckland Regional Council's Guidelines TP10, the Christchurch Waterways and Wetlands Drainage Guide or Environment Canterbury's Erosion and Sediment Control Toolbox for Canterbury will be taken into account by the Council when assessing pollution prevention plans;

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9.3.3

9.4 Records of evidence Evidence of ongoing compliance with any Pollution Prevention Plan shall be retained on the site by the owner/occupier and shall be provided to the Council upon request every three years at the time the Plan is reviewed, or at any other time upon request of Council.

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9.5 Any Pollution Prevention Plan prepared pursuant to this section shall be reviewed and updated by the owner/occupier or operator of the activity to which the plan relates when there have been significant changes to an activity, and / or to any structural or procedural controls on site, at three yearly intervals after implementation. The review shall identify any changes to the matters covered in clause 9.3, and with a timeframe of action. The reviewed pollution prevention plan shall be forwarded to the Council for approval within its three yearly review timeframe. The Council may undertake an audit of a Pollution Prevention Plan and include further include further terms and conditions within the revised Pollution Prevention Plan to ensure the activity is being undertaken in accordance with clauses 9.3 and 8.1. Once approved, the plan shall become binding.

9.6 Notwithstanding clause 9.5, the Council may require that any Pollution Prevention Plan shall be revised where there have been significant changes to an activity or failure to meet any requirement of clause 8.1. A medium-risk site owner or occupier that has an approved connection to the reticulated stormwater system and whom stores or uses hazardous substances on the property, shall retain a spill kit onsite, or have spill mitigation measures in place, that are capable of absorbing or capturing and containing the quantity of hazardous substances that may be stored on site at any one time.

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Explanatory note – For further information on preparing a site-specific spill prevention and spill response plan and spill mitigation measures required on site including bunding requirements for hazardous substances storage, please refer to <https://www.waimakariri.govt.nz/services/3-waters/stormwater-and-drainage/> to view applicable fact sheets, guidelines and standards.

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10 HIGH-RISK ACTIVITIES / SITES

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10.1 For high-risk sites a written approval for discharge will be required. This may include a requirement for a site-specific stormwater treatment system which shall be installed on the site to manage and treat stormwater discharge from the site prior to discharge into the Council stormwater system for any contaminants identified within the site. This treatment system, when required, shall be designed in accordance with Section 6 and Section 8 of this Bylaw and must be approved by the Council and fully implemented within the timeline required by the Council.

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10.2 The owner/occupier undertaking any new high-risk activity on any site as defined in Schedule 1 that connects to a Council system shall prepare and implement a Site-Specific Stormwater Management Plan that includes a Pollution Prevention Plan. This plan shall be submitted to and approved by the Council and fully implemented prior to connecting into the Council system.

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10.3 The owner/occupier undertaking any existing high-risk activity on any site as defined in Schedule 1 and that connects to a Council system shall, if requested by the Council, prepare a Site-Specific Stormwater Management Plan that includes a Pollution Prevention Plan. This plan shall be submitted for Council approval no later than six months after being requested by the Council, or such later date as agreed with Council. The plan shall be fully implemented within six months of being approved by the Council.

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10.4 The Site-Specific Stormwater Management Plan shall include the information set out on the Council website <https://www.waimakariri.govt.nz/services/3-waters/stormwater-and-drainage/> specified for "Pollution Prevention Plan Requirements" and the following additional information:

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a. Identification of the environmentally hazardous substances associated with the industrial or trade activity and any other contaminants arising from the site and the methods to be used to avoid discharges of environmentally hazardous substances or other contaminants from the site onto or into land or water;

b. A site layout drawing showing boundaries, the location of any onsite hazardous substances, any onsite or adjacent environmental receptors such as streams, drains or rivers, private stormwater and drainage systems including point of connection to the Council system network, if any;

c. The purpose of, and design specifications for any site-specific stormwater treatment system that will manage and treat stormwater discharge from the site into the Council stormwater system and identify why the selected system is the best solution for the management of discharges from the site;

d. A description of the maintenance procedures in place for the stormwater treatment system, the maintenance schedule and who is responsible for ensuring maintenance is carried out;

e. A site-specific spill prevention and spill response plan and procedures;

A description of training and awareness for employees on the purpose and implementation of the Site-Specific Stormwater Management Plan;

f. An assessment method to report on the effectiveness of the Site-Specific Stormwater Management Plan being implemented.

10.5 Records of evidence of ongoing compliance with any Site-Specific Stormwater Management Plan shall be retained on the site by the owner/occupier and shall be provided to the Council upon request.

10.6 Any Site-Specific Stormwater Management Plan prepared pursuant to this section shall be reviewed by the owner/occupier or operator of the activity to which the plan relates, at five yearly intervals after implementation. The review shall identify any changes to the matters covered in clause 10.4, and with a timeframe of action. The reviewed plan shall be forwarded to the Council for approval, upon request. The Council may include further terms and conditions within the revised plan to ensure the activity is being undertaken in accordance with clauses 10.4 and 8.1. Once approved, the plan shall become binding.

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10.7 Notwithstanding clause 10.6, the Council may require that any Site-Specific Stormwater Management Plan shall be revised where there have been significant changes to an activity, procedural and or structural controls, hazardous substances use and or storage, or failure to meet any requirement of clause 8.1.

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10.8 A high-risk site owner or occupier that has an approved connection to the reticulated stormwater system and whom stores or uses hazardous substances on the property, shall retain a spill kit onsite, or have spill mitigation measures in place, that are capable of absorbing or capturing and containing the quantity of hazardous substances that may be stored on site at any one time. HIGH RISK ACTIVITIES / SITES

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10.1 The owner/occupier undertaking any new high-risk activity on any site as defined in Schedule 1 which would discharge either directly or indirectly into any Council system shall apply for and obtain a resource consent from Environment Canterbury for the discharge.

10.2 The owner/occupier undertaking an existing high-risk activity on any site as defined in Schedule 1 which causes a discharge, either directly or indirectly, into any Council system shall, if requested by Council:

a) apply for and obtain a resource consent from Environment Canterbury for the discharge; and

b) any such consent shall be provided to Council no later than six months after being requested by the Council, or at such a later date as agreed with Council.

10.3 Any owner/occupier whom is required to obtain a resource consent from Environment Canterbury under clauses 10.1 or 10.2 shall also comply with the requirements of this bylaw except for the need to submit a Pollution Prevention Plan.

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Explanatory note – For further information on preparing a site-specific spill prevention and spill response plan and spill mitigation measures required on site including bunding requirements for hazardous substances storage, please refer to <https://www.waimakariri.govt.nz/services/3-waters/stormwater-and-drainage/> to view applicable fact sheets, guidelines and standards.

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PART 2B: CONSTRUCTION PHASE DISCHARGES

11 CONSTRUCTION ACTIVITIES

11.1 An Erosion and Sediment Control Plan must be prepared and implemented by the owner/occupier of any premises where construction activities are occurring where there is a discharge, either directly or indirectly, into any Council system. This plan ~~shall be submitted to and approved by the Council shall be and~~ fully implemented prior to discharging into the Council system and shall be submitted to the Council on request.

11.2 The Erosion and Sediment Control Plan required under clause 11.1 must be prepared and implemented in accordance with the current version of the Environment Canterbury Erosion and Sediment Control Toolbox for Canterbury.

11.3 Any site or customer that discharges into a Council system must comply with the environmental standards, limits and other requirements set out in Schedule 2.

11.4 The owner/occupier undertaking a construction activity on any site which would discharge stormwater into any Council system, where that construction is on:

- a) any site where an activity listed in the Canterbury Land and Water Regional Plan Schedule 3 "Hazardous Industries and Activities List" is occurring or has historically occurred; and/or
- b) Any site on the Environment Canterbury Listed Land Use Register; and/or
- c) Any new development site, or re-development of an existing site, that is not permitted under the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011;

shall have the risk associated with the proposed stormwater discharge assessed by the Council in accordance with the "Memorandum of Understanding Between Waimakariri District Council and Environment Canterbury: Stormwater Discharge Approvals on Contaminated Land" and the "Assessment Criteria for HAIL Sites" (refer <https://www.waimakariri.govt.nz/services/3-waters/stormwater-and-drainage/>).

Following the assessment of risk, the owner/occupier shall meet any requirements specified by the Council for a discharge that is approved into the reticulated stormwater network, or, if requested by the Council, shall apply for and obtain a resource consent from Environment Canterbury for the discharge.

Explanatory note: Construction phase discharges referred to in clause 11.4 refer to construction activities on sites where there may be potentially contaminated land on all or part of the site that is discharging construction phase stormwater into the Council system. Sites are considered to be potentially contaminated if contaminants in or on the site are above background concentrations (see Canterbury Land and Water Regional Plan Schedule 3 and "potentially contaminated" definition).

The Council may require the site owner/occupier to verify the risks posed by discharges from potentially contaminated sites by requiring them to arrange investigations in accordance with the "Contaminated Land Management Guidelines No. 1: Reporting on Contaminated Sites in New Zealand (Revised 2021)" and the "Contaminated Land Management Guidelines No.5: Site Investigation and Analysis of

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Soils (Revised 2021)" published by the Ministry for the Environment. –These investigations, when required by the Council, shall be arranged and funded by the owner/occupier and must be undertaken and reported by a SQEP for contaminated land.

It is noted that Schedule 1 of the bylaw (defining sites as either high-risk or medium-risk) does not directly apply to assessment of risk posed by sites generating construction phase discharges.

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11.2 The owner/occupier undertaking a construction activity on any site which would discharge into any Council system shall apply for and obtain a resource consent from Environment Canterbury for any construction phase stormwater discharge from that site into the Council system, if requested by the Council, where that construction is on:

- a) any site where an activity listed in the Canterbury Land and Water Regional Plan Schedule 3 "Hazardous Industries and Activities List" is occurring; and/or
- b) Any site on the Canterbury Listed Land Use Register; and/or
- c) Any new development site, or re-development of an existing site, that is not permitted under the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011.

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Explanatory note: Construction phase discharges referred to in clause 11.3 refer to construction activities on sites where there may be potentially contaminated land on all or part of the site that is discharging construction phase stormwater into the Council system. These sites and associated discharges are considered to be "at risk" of, or from, contamination. The risks posed by any such discharges from the site may be subject to verification, and the Council, following receipt of technical advice, may require the owner/occupier to obtain a resource consent from Environment Canterbury for the discharge. It is noted that Schedule 1 of the bylaw (defining sites as either high-risk or medium-risk) does not directly apply to assessment of risk posed by sites generating construction phase discharges.

PART 2C: SITES WITH UNACCEPTABLE RISK

12 UNACCEPTABLE RISK FROM ACTIVITIES / SITES

12.1 The Council may determine that the discharge from a site poses an unacceptable level of risk to the receiving environment when:

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- a) The site or activity does not comply with its approved Site-Specific Stormwater Management Plan and/or Pollution Prevention Plan;
- b) The site or activity does not comply with its approved Erosion and Sediment Control Plan;
- c) The site causes a nuisance, adversely affects the stormwater system or adversely affects aquatic life;
- d) The site previously had an existing consent with Environment Canterbury and the conditions for this consent were not met or any applicable environmental standards or limits were exceeded, and / or the site did not receive a compliance grading from Environment Canterbury within 12 months prior to its expiry date;

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in which case the Council may cease authorising the discharge from that connection into the Council system and require the site owner/occupier to obtain a resource consent from Environment Canterbury for the discharge into the Council system.

12.2 Any owner/occupier whom is required to obtain a resource consent from Environment Canterbury under clause 12.1 shall comply with all requirements of that consent and all requirements of this bylaw.

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PART 3: PROTECTION OF SYSTEMS AND WATERCOURSES

42.13 ACTIVITIES REQUIRING APPROVAL

13.1 Approval in writing must be obtained from the Council before any of the following occur:

42.1.1 Any works on a Council system or a watercourse managed by the Council;

42.1.2 Any modification to a bank structure, including widening, deepening, damming, diverting or planting or removing any vegetation from any part of a Council system or from the banks of any watercourse managed by the Council, including use of herbicide in such a way as to impede the flow of water or destabilise the bank structure; or

42.1.3 The erection of a structure, or placement of any material or planting of any vegetation (e.g. tree or hedge) where these impede access by machinery or apparatus used to clean, maintain or improve any part of a proposed or existing Council system; or

42.1.4 The erection of any new vehicle or stock crossing over a watercourse managed by the Council.

42.2 The following activities are forbidden:

42.2.1 Any alteration, interference with or obstruction of any Council system;

42.2.2 Allowing any stock or vehicles to do anything that damages or is likely to cause damage to any Council system or watercourse managed by the Council.

43.14 WORKS IN PROXIMITY TO SYSTEMS

43.14.1 Any person who proposes to undertake any works or activities that may result in damage to any part of a Council system, including excavation works, must obtain Council's approval before beginning such works.

43.14.2 The person undertaking the works or activities is responsible for locating any buried services.

43.14.3 Any person who damages or causes disruption to any Council system is liable for the full costs of any repairs and associated costs incurred as a result of the damage or disruption. Any possible damage or disruption to any Council system must be reported to the Council immediately.

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- 143.4 Following any works in proximity to a Council system, bedding and backfill must be reinstated in accordance with the Engineering Code of Practice.

PART 4: ACCESS, MAINTENANCE AND MONITORING

1415 SYSTEM ACCESS

- 144.115.1 An owner/occupier shall allow Council access to and about all facets of all Council systems for the purposes of monitoring, testing and maintenance in accordance with Sections 171-173 and 182 of the Local Government Act 2002 (or other such notice as otherwise arranged with any owner/occupier).

- 144.215.2 In emergency conditions, or for the purpose of ascertaining whether a stormwater or land drainage system is being misused or this bylaw is not being complied with, an owner/occupier shall allow Council access to and about all facets of the system in accordance with sections 171-173 and 182 of the Local Government Act 2002.

14516 WATER QUALITY MONITORING

- 145.116.1 Council may independently monitor, sample and analyse discharged stormwater or land drainage water and recover costs from the property owner/occupier, where failure to comply with any [Site-Specific Stormwater Management Plan](#) and/or [Pollution Prevention Plan](#) or [Erosion and Sediment Control Plan](#) relating to the property is evident.

- 16.2 Where it is suspected that any discharge within the District is in breach of any part of sections 8 to 124, the Council may independently monitor, sample and analyse discharged stormwater or land drainage water, and where an offence is proven, may recover the costs of investigating, sampling and analysing the discharge, from the property owner/occupier.

145.2

PART 5: PRIVATE SYSTEMS

14617 PRIVATE SYSTEM MAINTENANCE

- 146.117.1 All private systems must be designed, constructed, managed and maintained by the owner/occupier, at the owner/occupier's expense or by some other arrangement acceptable to the Council.

- 146.217.2 The owner/occupier of a private system must ensure that it is maintained in good operating condition and does not cause or contribute to nuisance.

- 146.317.3 The owner/occupier of a premises on which there is a watercourse, stop bank, overland flow path or flood plain must maintain that watercourse, stop bank, overland flow path or flood plain in an operational state which does not cause or contribute to nuisance.

Explanatory note – the alteration or construction of works on a watercourse, overland flow path, flood plain or stop bank may require a consent from Environment Canterbury in accordance with the Canterbury Land and Water Regional Plan. Activities within the beds of lakes and rivers may be subject to rules in regional plans in accordance with Section 13 of the Resource Management Act 1991.

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PART 6: OFFENCES, PENALTIES AND ENFORCEMENT

1718 OFFENCES

~~17.1~~18.1 Every person who breaches this bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$20,000.00 as set out in section 242 of the Local Government Act 2002.

1819 FEES AND CHARGES

~~18.1~~19.1 The Council may in accordance with the Local Government Act 1974 and Local Government Act 2002 set charges or fees to recover the cost of any of the following:

- a. Processing the assessment of [Site-Specific Stormwater Management Plans and / or](#) Pollution Prevention Plans, their review, approvals and monitoring of compliance with the plans;
- ~~e.~~ b. Processing the assessment of any other approval, consent, [plan](#), or any other monitoring, investigation, sampling or analysis charge that is required under any part of this bylaw;
- ~~d.~~ c. Processing the assessment, approval or monitoring of any Erosion and Sediment Control Plan [or any other approval](#) required under this bylaw.

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1920 REMEDIES

~~19.1~~20.1 In the event of a breach of statutory or other legal requirements including this bylaw, the Council may serve notice on the owner/occupier advising the nature of the breach and the steps to be taken within a specified period to remedy it. If after the specified period, the owner/occupier has not remedied the breach, the Council may charge a re-inspection fee.

~~19.2~~20.2 At any time after the specified period in ~~2019~~20.1 has elapsed, the Council may carry out any remedial work required in order to make good the breach, and recover from the owner/occupier all reasonable costs incurred in connection or associated with the remedial work together with any resulting damages.

~~19.3~~20.3 If however the breach is such that public health or safety considerations or nuisance, or risk of consequential damage to council assets is such that delay would create or be likely to create unacceptable results, the Council may take immediate action to rectify the defect, and recover all reasonable costs and damages from the owner/occupier.

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SCHEDULE 1 – MEDIUM-RISK AND HIGH-RISK ACTIVITIES AND SITES (OPERATING PHASE DISCHARGES)

A) High-Risk activities and sites include sites where an activity is occurring that is described in the current version of the Canterbury Land and Water Regional Plan Schedule 3 “*Hazardous Industries and Activities List*”, unless any such activity or site is specifically identified as “medium-risk” in Schedule 1B of this bylaw.

B) Medium-Risk activities and sites include any of the following:

- i. Aggregate and material storage/stockpiled yards,
- ii. Commercial analytical laboratory sites,
- iii. Construction and maintenance depots (that exclude areas used for refueling or bulk storage of hazardous substances),
- ~~iv.~~ Demolition yards that exclude hazardous wastes,
- ~~iv.~~ Dry cleaning premises,
- ~~v.~~ Engineering workshops with metal fabrication,
- vii. Engine reconditioning workshops,
- viii. Food and beverage manufacturers,
- ix. Motor vehicle workshops,
- ~~xxi.~~ Any other activity or premises that has failed to meet the requirements of Section 8, including wash down areas, unless that activity or site is otherwise defined as a “high-risk” in Schedule 1(Aa).

C) Change to a Risk Classification

Any site in Schedule 1(B) that the Council deems to be operating in a manner that is non-compliant with Section 8 or Section 9 of this Bylaw may be re-classified by the Council as a “high-risk” site under Schedule 1 (A) above.

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SCHEDULE 2 – REQUIREMENTS FOR CONSTRUCTION PHASE DISCHARGES

A) Any site or customer that discharges into a Council system must comply with the following requirements.

- i) The site discharge shall contain no greater than 50g/m³ of total suspended solids; and;
- ii) The site discharge into the Council system shall be no greater than 50 NTU, measured by turbidity meter; or,
- iii) The site discharge shall be no greater than 5 NTU above the NTU measured in the receiving environment, when the receiving environment NTU in the receiving watercourse is equal to or less than 50 NTU, measured by turbidity meter; or
- iv) The site discharge shall not cause a turbidity increase that is greater than 10% in the receiving environment, when the receiving watercourse NTU is greater than 50 NTU, measured by turbidity meter.

B) Measurements undertaken under SCHEDULE 2 (A) (iii), or (iv) may allow for a mixing zone for measurements required in the receiving environment and the measurement timing intervals and locations must be undertaken as directed by the Council.

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Andrew Dimock <andrew@nzsteelhomes.com>

Consultation invitation to Golden Homes North Canterbury - Draft Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw

Grant Kitson <grant.kitson@goldenhomes.co.nz>

To: Andrew Dimock <andrew.dimock@goldenhomes.co.nz>

Cc: Simon Osikai <simon.osikai@goldenhomes.co.nz>, Dean McGuigan <dean.mcguigan@goldenhomes.co.nz>, david gould <david.gould@goldenhomes.co.nz>

10 July 2024 at 10:50

Thanks Andrew, I guess it means they will be coming into line with the other councils

The main thing for us in new subdivisions is that we have grass which is a sediment control of sorts. If we can push this would be great.

The other matter that comes up is the vehicle entrances which we use AP20 or similar as sediment control. Some councils are enforcing that we use a larger aggregate, this creates a trip hazard for the public and it is only a matter of time before there will be a worksafe incident! Also twice the price to supply and install.

Grant Kitson

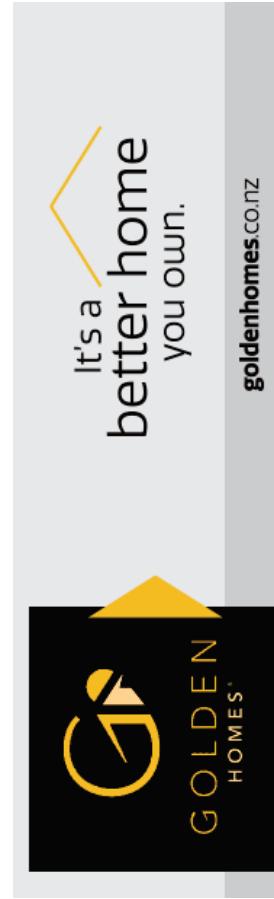
General Manager

📞 027 491 5857 | 03 3777 940

✉️ grant.kitson@goldenhomes.co.nz

📍 [135 St Asaph Street, Christchurch 8011](#)

🌐 www.goldenhomes.co.nz



Memorandum of Understanding for Process for Exclusion from Stormwater Discharge Consent CRC184601 in Waimakariri District

Memorandum dated

April 2023

BETWEEN

The Reticulated Network Operator (Waimakariri District Council)

AND

Canterbury Regional Council (Environment Canterbury)

Purpose

1. The purpose of this Memorandum of Understanding (MoU) is to record the Parties' agreement **about the process through which the risk to surface water and groundwater quality from discharges from sites or activities described in condition 4 (specific exclusions) can be assessed and accepted under the reticulated network operator's stormwater network discharge consent from 1 January 2025.**

Background

2. Policy 4.16A of the Canterbury Land and Water Regional Plan (LWRP) requires network operators to manage the quality of all stormwater discharges into and out of their network by 1 January 2025, however the network operator (Waimakariri District Council, (WDC)) proposed to develop a process in collaboration with Environment Canterbury (ECan) to continue excluding sites that pose an unacceptably high environmental risk after this date.
3. This exclusion should occur only in exceptional circumstances i.e., when all other means available to WDC to ensure that site owners reduce the risk (e.g., by improving site management practices) have been exhausted, and is subject to the confirmation from the Canterbury Regional Council that the process outlined in Condition 6 has been followed.
4. Under the WDC resource consent, exclusions from the Rangiora reticulated stormwater network consent from 1 January 2025 are subject to the process for exclusions set out in conditions (5) to (7). Condition (5) states Waimakariri District Council (the network operator), in agreement with Canterbury Regional Council is required to develop a process for the assessment of risk to surface water and groundwater quality.

Specific Exclusions

5. Condition 4 allows for sites which **may be** excluded from the Rangiora reticulated stormwater network consent if the site or activity has been identified by WDC as posing an unacceptable risk to the receiving environment (subject to condition 6). Condition 4(b) states 'Any site listed on the Canterbury Regional Council Listed Land-Use Register or where a HAIL Activity described in Schedule 3 of the Canterbury Land and Water Regional Plan has historically occurred, where the discharge of stormwater from that site or activity is considered by WDC to pose an unacceptably high risk of surface water or groundwater contamination.'

6. In the interest of managing efficiency in risk assessment related to LLUR and HAIL sites and activities, a process is agreed which will allow sites which are not explicitly excluded from the Rangiora reticulated stormwater network consent and are listed on the LLUR or where a HAIL activity has historically or is currently occurring, to be accepted by WDC under their resource consent. This process will assist in reducing the need for consultation with ECan or the need for specialist advice.

Proposed Process

7. The following process to be agreed to:
 - i. Stormwater discharges from sites flagged on Environment Canterbury's LLUR and sites not flagged on the LLUR but which have been identified as having had HAIL activities in accordance with Schedule 1 of the Stormwater Drainage and Watercourse Protection Bylaw will be assessed by the network operator against the criteria for definition of medium or high risk sites in Schedule 1 of the Bylaw to determine whether the level of risk posed by the discharge is deemed acceptable.
 - ii. Those discharges which are explicitly prohibited for coverage under the reticulated network operator's consent shall be referred to Environment Canterbury for separate resource consent.
 - iii. Those discharges from medium or high risk sites which are not explicitly prohibited for coverage will be assessed by the reticulated network operator against the criteria outlined in the attachment 'Assessment Criteria for HAIL Sites'.
 - iv. Those discharges (either construction phase, operational phase, or both) assessed by the reticulated network operator as having a risk to the environment that is deemed to be acceptable in accordance with the attachment 'Assessment Criteria for HAIL Sites' **will be** accepted by the reticulated network operator under the stormwater discharge consent. At its discretion, the network operator may consult with Environment Canterbury to seek agreement that the level of risk is able to be effectively managed by the operator and to ensure suitable conditions of discharge are provided through the approval.
 - v. Those discharges (either construction phase, operational phase or both) assessed by the reticulated network operator as generating an unacceptable risk to the receiving environment in accordance with the attachment 'Assessment Criteria for HAIL Sites' will be referred to Environment Canterbury for consideration. Environment Canterbury will assess these and either:
 - a. Require a resource consent for stormwater discharge from Environment Canterbury; or
 - b. Judge them to of an acceptable risk and refer them back to the network operator.

Execution

Jason Recker

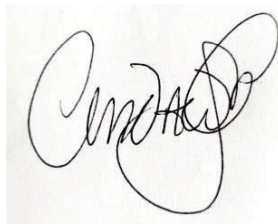
21/09/23

Signature

Date

Name

Position, Reticulated Network Operator (Waimakariri District Council)

A handwritten signature in black ink, appearing to read 'Andrew Arps', written on a light-colored rectangular background.

Name: Andrew Arps

Date 4/07/23

Position: Northern Zones Manager - Environment Canterbury

Attachment - Assessment Criteria for HAIL Sites from 1 January 2025

Construction Phase Discharges:

Acceptable Risk

1. The following site discharges are considered to present an acceptable risk to the receiving environment:
 - i. Sites not listed on the LLUR.
 - ii. Sites on the LLUR where only a portion of the site is identified as a historic or current HAIL activity and proposed construction will not occur on that portion of the site based on a PSI / DSI.
 - iii. Sites where construction is proposed with the following LLUR categories:
 - 'at or below background concentrations'; and
 - with toxicant concentrations below the Default Guideline Values from the Australia and New Zealand Guidelines for Fresh and Marine Water Quality website – toxicant **default** guideline values for sediment quality measured in mg/kg of dry weight; and
 - 'below human health guideline values for' the proposed site use (e.g. to demonstrate compliance with the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011 (NESC)).

Note: this assessment does not cover direct private property construction phase discharges into land and groundwater.

Risk Assessment Required

2. Notwithstanding clause 1, sites with the following LLUR categories are considered to be medium or high risk sites and will require a further specific risk assessment by the reticulated network operator:
 - i. 'contaminated for'
 - ii. 'significant adverse environmental effects'
 - iii. 'managed for'
3. Sites with all other LLUR categories ('not investigated', 'partially investigated', 'non-verified HAIL', etc.) and sites which are not listed on the LLUR but have been identified as having had HAIL activities will be dealt with under the following guidelines:
 - i. Developments or redevelopments that do not disturb greater than 25 cubic metres (m³) of soil per 500 square metres (m²) of land are considered to be of acceptable risk, unless a DSI is specifically requested by the Council for that site which indicates compliance with clause 1(iii) is not being achieved; or
 - ii. Developments or redevelopments that disturb greater than 25 m³ of soil per 500 m² of land and that do not achieve compliance with clause 1 (iii); and
4. For sites being assessed under (2), 3 (i) and 3 (ii), the level of risk posed by the discharge will be determined by the network operator, taking into account whether the applicant proposes suitable measures to dispose of or contain contaminated material onsite such that the proposed disturbance of land will create no additional risk to the environment; and

- i. if deemed necessary then agreement will be sought with Environment Canterbury that the level of assessed risk can be approved and managed by the network operator; and
- ii. if the network operator deems the risk unacceptable following the process specified in 4, then the site will be individually referred to Environment Canterbury for a final decision regarding risk, and:
 - Sites judged to be of acceptable risk will be referred back to the network operator for inclusion under its consents.
 - Sites judged to be of unacceptable risk will require resource consent for stormwater discharge from Environment Canterbury.

Operational Phase Discharges:

Acceptable Risk

1. The following site discharges are considered to present an acceptable risk to the receiving environment:
 - i. Sites and activities not described in Schedule 1 of the Stormwater Drainage and Watercourse Protection Bylaw;
 - ii. Sites where only a portion of the site is identified as a current HAIL activity in accordance with Schedule 1 of the Bylaw, and where no stormwater discharge is occurring from that portion of the property (e.g. the HAIL activity discharge is fully contained within that part of the site and all runoff with entrained contaminants is removed or treated within an on-site treatment device such as a grease trap or similar).

Risk Assessment Required

2. Notwithstanding clause 1, sites with current HAIL activities defined in Schedule 1 of the Bylaw will be deemed to present an acceptable risk to the environment when the activity and discharge are effectively being managed through an approved pollution prevention plan.
3. Sites that do not comply with their approved pollution prevention plan and that do not subsequently amend their activities in accordance with the network operator requirements notified under condition 6 of the Rangiora Stormwater Network Consent CRC184601, will be deemed to present an unacceptable risk to the receiving environment and will require resource consent for the stormwater discharge from Environment Canterbury.



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CULTURAL ADVICE REPORT

J6351 – Stormwater Drainage and Watercourse Bylaw Review

To: Waimakariri District Council

Contact: Janet Fraser

1.0 Mana Whenua Statement

Ngāi Tahu are tangata whenua of the Canterbury region and hold ancestral and contemporary relationships with Canterbury. The contemporary structure of Ngāi Tahu is set down through the Te Rūnanga o Ngāi Tahu Act 1996 (TRoNT Act). The TRoNT Act and Ngāi Tahu Claims Settlement Act (NTCSA) 1998 sets the requirements for recognition of tangata whenua in Canterbury.

The Te Rūnanga o Ngāi Tahu Act 1996 and the NTCSA 1998 gives recognition to the status of Papatipu Rūnanga as kaitiaki and mana whenua of the natural resources within their takiwā boundaries. Each Papatipu Rūnanga has their own respective takiwā, and each is responsible for protecting the tribal interests in their respective takiwā, not only on their own behalf of their own hapū, but again, on behalf of the entire tribe.

The following Rūnanga hold mana whenua over the project's location, as it is within their takiwā:

- Ngāi Tūāhuriri Rūnanga

2.0 Summary of Proposal

Waimakariri District Council is reviewing the Stormwater Drainage and Watercourse Bylaw and has requested review and input from Te Ngāi Tūāhuriri Rūnanga.

The bylaw provides the legal basis for the Waimakariri District Council (WDC) to protect waterways by preventing discharges of contaminants in the WDC stormwater system from connected properties.

Public consultation on the draft Stormwater Drainage and Watercourse Bylaw is expected to be undertaken later in 2024.

3.0 Consultation Methodology

Mahaanui Kurataiao Limited review the application documents and undertake an assessment of the application against the Mahaanui Iwi Management Plan.

A briefing report is prepared for Kaitiaki representatives who have been mandated by the Papatipu Rūnanga they represent to speak on behalf of hapū on environmental issues.

A Mahaanui Kurataiao Limited staff member meets with Kaitiaki representatives to discuss the application and Kaitiaki provide feedback based on Mātauranga Māori.

The Cultural Advice Report is provided to outline the relevant policies in the Mahaanui Iwi Management Plan and the feedback provided by Kaitiaki representatives.

The relevant policies and Kaitiaki feedback for this application are provided in the following sections of this report.

4.0 Mahaanui Iwi Management Plan 2013

The Mahaanui Iwi Management Plan (IMP) is a written expression of kaitiakitanga, setting out how to achieve the protection of natural and physical resources according to Ngāi Tahu values, knowledge, and practices. The plan has the mandate of the six Papatipu Rūnanga, and is endorsed by Te Rūnanga o Ngāi Tahu, as the iwi authority.

Natural resources – water (waterways, waipuna (springs), groundwater, wetlands); mahinga kai; indigenous flora and fauna; cultural landscapes and land - are taonga to mana whenua and they have concerns for activities potentially adversely affecting these taonga. These taonga are integral to the cultural identity of ngā rūnanga mana whenua and they have a kaitiaki responsibility to protect them. The policies for protection of taonga that are of high cultural significance to ngā rūnanga mana whenua are articulated in the IMP.

The policies in this plan reflect what Papatipu Rūnanga support, require, encourage, or actions to be taken with regard to resolving issues of significance in a manner consistent with the protection and enhancement of Ngāi Tahu values, and achieving the objectives set out in the plan.

The relevant Policies of the IMP to this proposal have been identified as:

5.1 KAITIAKITANGA

K2.3 In giving effect to Te Tiriti, government agencies and local authorities must recognise and provide for kaitiakitanga and rangatiratanga. As the tāngata whenua who hold manawhenua, Ngāi Tahu interests in resource management extend beyond stakeholder or community interests.

EFFECTIVE RECOGNITION OF KAITIAKITANGA

K3.4 To require that Mahaanui IMP 2013 is recognised and implemented as a collective and mandated manawhenua planning document.

Comment: *The exercise of kaitiakitanga is enhanced through working alongside local government, central government and the wider community. As tāngata whenua, Ngāi Tahu can bring the community together under a common kaupapa: a healthy environment as the basis for a healthy community and economy.*

5.3 WAI MĀORI

TĀNGATA WHENUA RIGHTS AND INTERESTS IN FRESHWATER

WM1.2 Te Tiriti o Waitangi is the basis for the relationship between Ngāi Tahu and local authorities (and water governance bodies) with regard to freshwater management and governance in the takiwā.

CHANGING THE WAY WATER IS VALUED

WM2.1 To consistently and effectively advocate for a change in perception and treatment of freshwater resources: from public utility and unlimited resource to wāhi taonga.

WM2.2 To require that water is recognised as essential to all life and is respected for its taonga value ahead of all other values.

WM2.3 To require that decision making is based on intergenerational interests and outcomes, mō tātou, ā, mō kā uri ā muri ake nei.

PRIORITIES FOR USE

WM3.1 To advocate for the following order of priority for freshwater resource use, consistent with the Te Rūnanga o Ngāi Tahu Freshwater Policy Statement (1999):

(1) That the mauri of fresh water resources (ground and surface) is protected and sustained in order to:

- (a) Protect instream values and uses (including indigenous flora and fauna);
- (b) Meet the basic health and safety needs of humans, specifically the provision of an untreated and reliable supply of drinking water to marae and other communities; and
- (c) Ensure the continuation of customary instream values and uses.

(2) That water is equitably allocated for the sustainable production of food, including stock water, and the generation of energy; and

(3) That water is equitably allocated for other abstractive uses (e.g. development aspirations).

WATER QUALITY

WM6.1 To require that the improvement of water quality in the takiwā is recognised as a matter of regional and immediate importance.

WM6.2 To require that water quality in the takiwā is of a standard that protects and provides for the relationship of Ngāi Tahu to freshwater. This means that:

- (a) The protection of the eco-cultural system (see Box - Eco-cultural systems) is the priority, and land or resource use, or land use change, cannot impact on that system; and
- (b) Marae and communities have access to safe, reliable, and untreated drinking water; and
- (c) Ngāi Tahu and the wider community can engage with waterways for cultural and social well-being; and
- (d) Ngāi Tahu and the wider community can participate in mahinga kai/food gathering activities without risks to human health.

WM6.5 To require that water quality standards in the takiwā are set based on “where we want to be” rather than “this is the point that we can pollute to”. This means restoring waterways and working toward a higher standard of water quality, rather than establishing lower standards that reflect existing degraded conditions.

Addressing the source of the problem

WM6.6 Where there are water quality issues, we need to address the source of the problem, and not just dig deeper wells or find new ways to treat water.

Discharges

WM6.8 To continue to oppose the discharge of contaminants to water, and to land where contaminants may enter water.

WM6.9 To require that local authorities work to eliminate existing discharges of contaminants to waterways, wetlands and springs in the takiwā, including treated sewage, stormwater and industrial waste, as a matter of priority.

WM6.10 To require that the regional council classify the following discharge activities as prohibited due to significant effects on water quality:

- (a) Activities that may result in the discharge of sewage (treated or untreated), stormwater, industrial waste, animal effluent or other contaminants to water, or onto land where contaminants may enter water; and
- (b) Stock access to waterways and waterbodies (including drains and stock races), regardless of the size of the waterway and type of stock.

Costs and benefits

WM6.22 To require that local authorities afford appropriate weight to tāngata whenua values when assessing the costs and benefits of activities that may have adverse effects on water quality.

WM6.23 To ensure that economic costs do not take precedence over the cultural, environmental and intergenerational costs of poor water quality.

ACTIVITIES IN THE BEDS AND MARGINS OF RIVERS AND LAKES

Access

WM12.3 To require that local authorities recognise and provide for the following cultural matters associated with access and use of the beds and margins of rivers and lakes:

- (a) The need to protect sites of cultural significance to tāngata whenua when considering public access; and
- (b) The need to protect and maintain Ngāi Tahu access to sites associated with wāhi tapu, wāhi taonga, mahinga kai and other cultural resources, including Fenton reserves, Fenton Entitlements and Nohoanga.

Use and enhancement of river margins in the built/ urban environment

WM12.4 All waterways in the urban and built environment must have indigenous vegetated healthy, functioning riparian margins.

WM12.5 To require that all waterways in the urban and built environment have buffers or set back areas from residential, commercial or other urban activity that are:

- (a) At least 10 metres, and up to 30 metres; and
- (b) Up to 50 metres where there is the space, such as towards river mouths and in greenfield areas.

DRAIN MANAGEMENT

WM14.1 To require that drains are managed as natural waterways and are subject to the same policies, objectives, rules and methods that protect Ngāi Tahu values associated with freshwater, including:

- (a) Inclusion of drains within catchment management plans and farm management plans;
- (b) Riparian margins are protected and planted;
- (c) Stock access is prohibited;
- (d) Maintenance methods are appropriate to maintaining riparian edges and fish passage; and

- (e) Drain cleaning requires a resource consent.

INVASIVE WEEDS IN RIVERBEDS AND MARGINS

WM15.1 To oppose the planting of willows and poplars along waterways, for erosion control or otherwise.

Comment: *Water management should effectively provide for the taonga status of water, the Treaty partner status of Ngāi Tahu, the importance of water to cultural well-being, and the specific rights and interests of tāngata whenua in water.*

5.4 PAPATŪĀNUKU

STORMWATER

P6.1 To require on-site solutions to stormwater management in all new urban, commercial, industrial and rural developments (zero stormwater discharge off site) based on a multi tiered approach to stormwater management:

- (a) Education - engaging greater general public awareness of stormwater and its interaction with the natural environment, encouraging them to take steps to protect their local environment and perhaps re-use stormwater where appropriate;
- (b) Reducing volume entering system - implementing measures that reduce the volume of stormwater requiring treatment (e.g. rainwater collection tanks);
- (c) Reduce contaminants and sediments entering system - maximising opportunities to reduce contaminants entering stormwater e.g. oil collection pits in carparks, education of residents, treat the water, methods to improve quality; and
- (d) Discharge to land based methods, including swales, stormwater basins, retention basins, and constructed wetpools and wetlands (environmental infrastructure), using appropriate native plant species, recognising the ability of particular species to absorb water and filter waste.

P6.2 To oppose the use of existing natural waterways and wetlands, and drains, for the treatment and discharge of stormwater in both urban and rural environments.

P6.3 Stormwater should not enter the wastewater reticulation system in existing urban environments.

P6.4 To require that the incremental and cumulative effects of stormwater discharge are recognised and provided for in local authority planning and assessments.

P6.5 To encourage the design of stormwater management systems in urban and semi urban environments to provide for multiple uses: for example, stormwater management infrastructure as part of an open space network that provides for recreation, habitat and customary use values.

P6.5 To support integrated catchment management plans (ICMP) as a tool to manage stormwater and the effects of land use change and development on the environment and tāngata whenua values, when these plans are consistent with Policies P6.1 to P6.4. **P6.6** To oppose the use of global consents for stormwater discharges.

SOIL CONSERVATION

P9.4 To support the following methods and measures to maintain or improve soil organic matter and soil nutrient balance, and prevent soil erosion and soil contamination:

- (a) Matching land use with land capability (i.e. soil type; slope, elevation);
- (b) Organic farming and growing methods;

- (c) Regular soil and foliage testing on farms, to manage fertiliser and effluent application levels and rates;
- (d) Stock management that avoids overgrazing and retires sensitive areas;
- (e) Restoration and enhancement of riparian areas, to reduce erosion and therefore sedimentation of waterways;
- (f) Restoration of indigenous vegetation, including the use of indigenous tree plantations as erosion control and indigenous species in shelter belts; and
- (g) Avoiding leaving large areas of land/soil bare during earthworks and construction activities.

Comment: *An important kaupapa of Ngāi Tahu resource management perspectives and practice is the protection and maintenance of the mauri of Papatūānuku, and the enhancement of mauri where it has been degraded by the actions of humans.*

5.5 TĀNE MAHUTA

MAHINGA KAI

TM1.1 Ngāi Tahu whānui, both current and future generations, must be able to access, use and protect mahinga kai resources, as guaranteed by Te Tiriti o Waitangi.

TM1.2 To advocate that the protection and restoration of traditional and contemporary mahinga kai sites and species is recognised and provided for as a matter of national importance under the RMA 1991.

Ki Uta Ki Tai

TM1.4 To promote the principle of Ki Uta Ki Tai as a culturally appropriate approach to mahinga kai enhancement, restoration and management, in particular:

- (a) Management of whole ecosystems and landscapes, in addition to single species; and
- (b) The establishment, protection and enhancement of biodiversity corridors to connect species and habitats.

Freshwater management

TM1.5 To require that freshwater management recognises and provides for mahinga kai, by:

- (a) Customary use as a first order priority;
- (b) Restoring mahinga kai values that were historically associated with waterways, rather than seeking to maintain the existing (degraded) mahinga kai value of a waterway; and
- (c) Protecting indigenous fish recruitment and escapement by ensuring that waterways flow Ki Uta Ki Tai and there is sufficient flow to maintain an open river mouth.

Remnant areas

TM1.7 To require that district and regional plans include policy and rules to protect, enhance and extend existing remnant wetlands, waipuna, riparian margins and native forest remnants in the takiwā given the importance of these ecosystems as mahinga kai habitat.

INDIGENOUS BIODIVERSITY

Ngāi Tahu interests in biodiversity

TM2.1 To require that local authorities and central government actively recognise and provide for the relationship of Ngāi Tahu with indigenous biodiversity and ecosystems, and interests in biodiversity protection, management and restoration, including but not limited to:

- (a) Importance of indigenous biodiversity to tāngata whenua, particularly with regard to mahinga kai, taonga species, customary use and valuable ecosystem services;

- (b) Recognition that special features of indigenous biodiversity (specific areas or species) have significant cultural heritage value for Ngāi Tahu;
- (c) Connection between the protection and restoration of indigenous biodiversity and cultural well-being;
- (d) Role of mātauranga Ngāi Tahu in biodiversity management; and
- (e) Role of Ngāi Tahu led projects to restoring indigenous biodiversity (e.g. Mahinga Kai Enhancement Fund; Kaupapa Kēreru).

TM2.2 To recognise Te Tiriti o Waitangi as the basis for the relationship between central and local government and tāngata whenua with regard to managing indigenous biodiversity, as per the duty of active protection of Māori interests and the principle of partnership.

Biodiversity corridors

TM2.9 To advocate for the establishment of biodiversity corridors in the region, Ki Uta Ki Tai, as means of connecting areas and sites of high indigenous biodiversity value.

Comment: *The protection and enhancement of indigenous biodiversity and mahinga kai occurs through a shared, coordinated effort between tāngata whenua, local authorities, conservation groups and communities.*

4.1 Guidance to Moderate Impacts on Cultural Values

The above policies from the Mahaanui IMP provide a framework for assessing the potential negative impacts of the proposed activity on cultural values and provide guidance on how these effects can be moderated.

Te Tiriti o Waitangi guarantees tāngata whenua the right to fulfill their kaitiaki obligations to protect and care for taonga in the environment, including land, waterways, natural features, wāhi tapu and flora and fauna with tribal areas.

Mana whenua represents the ability to influence and exercise control over a particular area or region and act as its kaitiaki. Mana whenua is derived from whakapapa, and protected and secured through continued occupation of ancestral lands (ahi kā roa), the continued use of resources (e.g. mahinga kai) and the protection of the mauri of resources and the environment mō tātou, ā, mō kā uri ā muri ake nei.

The discharge of contaminants to the Waimakariri River, its tributaries and Te Tai o Mahaanui is inconsistent with Ngāi Tahu values and interests. The mauri and mahinga kai values of the Waimakariri and its tributaries and associated springs, wetlands and lagoons need to be protected and restored; mō tātou, ā, mō kā uri ā muri ake nei.

Mauri is often described as the 'life force' or 'life principle' of any given place or being. It can also be understood as a measure or an expression of the health and vitality of that place or being. The notion embodies the Ngāi Tahu understanding that there are both physical and metaphysical elements to life, and that both are essential to overall well-being. It also associates the human condition with the state of the world around it. Mauri, therefore, is central to kaitiakitanga; that is, the processes and

practices of active protection and responsibility by Mana whenua for the natural and physical resources of the takiwā.

Mauri can change either naturally or through intervention and Ngāi Tahu use both physical and spiritual indicators to assess its relative strength. Physical indicators include, but are not limited to, the presence and abundance of mahinga kai fit for consumption or cultural purpose. Spiritual indicators include the kaitiaki referred to above. They are often recalled in kōrero pūrākau to explain the intrinsic connection between the physical and metaphysical realms of our world.

To incorporate the Kaitiaki views and values into the objectives of the Stormwater Drainage and Watercourse Protection Bylaw the following have been provided:

The Stormwater Drainage and Watercourse Protection Bylaw should:

- Provide for improvement in the quality of waterways.
- Provide for protection and enhancement of waterways, mahinga kai, indigenous species and habitat.
- Provide for the protection of wahi tapu, wahi taonga, wai tapu and wai taonga.

For tāngata whenua, the current state of cultural health of the waterways and groundwater is evidence that water management and governance in the takiwā has failed to protect freshwater resources. Surface and groundwater resources are over-allocated in many catchments and water quality is degraded as a result of urban and rural land use. This has significant effects on the relationship of Ngāi Tahu to water, particularly with regard to mauri, mahinga kai, cultural well-being and indigenous biodiversity.

A significant kaupapa that emerges from the Mahaanui Iwi Management Plan is the need to rethink the way water is valued and used, including the kind of land use that water is supporting, and the use of water as a receiving environment for contaminants such as sediment and nutrients. Fundamental to tāngata whenua perspectives on freshwater is that water is a taonga, and water management and land use should reflect this importance.

All potential contaminants that may enter water such as nutrients, sediments and chemicals should be managed onsite and at site rather than be discharged into the drainage and waterway system. The discharge of contaminants to waterways is not supported and stormwater should be treated prior to discharge into natural or manmade waterways. There should be controls on land use, including prohibiting activities that have a negative impact on water quality.

The effects of development activity on values of importance to Ngāi Tahu is the 'cultural footprint' of the development. The cultural footprint is dependent on the nature and extent of values on site, and the wider cultural landscape context within which the development sits. It is also a reflection of the ability of the development to moderate cultural effects, and realise opportunities to provide cultural benefit (e.g. waterways enhancement). Low impact design methods, such as, minimising impervious surface area and rainwater collection and reuse systems should be encouraged within developments to reduce the level of runoff within catchments. Compliance monitoring and enforcement is a significant concern. Rules are only effective when there are enforceable penalties and enforced remediation.

6.0 Recommendations

The following recommendations are provided to incorporate Kaitiaki views and values within the Bylaw Review.

Suggested objectives: The Stormwater Drainage and Watercourse Protection Bylaw should:

- Provide for improvement in the quality of waterways.
- Provide for protection and enhancement of waterways, mahinga kai, indigenous species and habitat.
- Provide for the protection of wahi tapu, wahi taonga, wai tapu and wai taonga.

Comments to provisions of the Bylaw:

- The discharge of contaminants to waterways is not supported.
- Minimisation of impervious surface area and onsite solutions are recommended.
- All stormwater should be treated prior to discharge into natural or manmade waterways.
- Compliance with rules within the Bylaw should be monitored and enforced.

On behalf of Mahaanui Kurataiao Ltd, this report has been prepared by Kelly Sunnex | Mahaanui Kurataiao Ltd Environmental Advisor, and peer reviewed by Henrietta Carroll | Mahaanui Kurataiao Ltd Kaihautū.

Date: 5 April 2024

MINUTES OF THE MEETING OF THE CANTERBURY WATER MANAGEMENT STRATEGY WAIMAKARIRI ZONE COMMITTEE HELD IN THE RAKAHURI ROOM, 215 HIGH STREET, RANGIORA ON MONDAY 1 JULY 2024 COMMENCING AT 4.10PM.

PRESENT

C Latham (Chairperson), J Cooke (Te Ngāi Tūāhuriri Rūnanga representative), E Harvie (via Teams until 5.13pm), C Aldhamland, M Jolly, R Gill-Clifford (Youth Representative)

IN ATTENDANCE

S Allen (WDC Water Environment Advisor), M Griffin (ECan CWMS Facilitator) and A Smith (WDC Governance Coordinator), J Recker (WDC Stormwater and Waterways Manager) J Fraser (WDC Infrastructure Planner), J Benn (Department of Conservation), L Cardenas (WDC 3 Waters Compliance Officer), S Stewart (Deputy Chair Kaiapoi-Tuahivi Community Board), M Bate (Kaiapoi resident), J Ensor (Chair Mandeville Residents Association),

KARAKIA

Ruby Gill-Clifford provided a karakia to open the meeting.

1. BUSINESS

1.1 Apologies

Moved Carolynne Latham Seconded John Cooke

THAT apologies for absence be received and sustained from Ecan Councillor C McKay, WDC Councillor T Fulton and A Reuben.

CARRIED

1.2 Welcome and Introductions

1.3 Register of Interests

There were no changes advised to the Register of Interest.

2. OPPORTUNITY FOR THE PUBLIC TO SPEAK

M Bate

M Bate expressed his concern at the loss of bird life on Kaiapoi Lakes and referred to Council report.

M Bate advised he had recently conducted a survey of fish life in Kaiapoi River, Cam Rivers, and at Skew Bridge, reporting that there was very little fish life at all to be seen. There was virtually no trout in the river, and he suggested that whatever was currently being done to fix the water environment was not working. Chemicals were having an impact on animal life. M Bate noted that there had been no discussion on this matter and believed this was a significant issue.

James Ensor

J Ensor spoke on nitrate levels in water and believes there were higher levels being recorded. Properties tested in 2023 near the Eyre River had shown levels of nitrate which were a concern.

James referred to minutes of recent meeting of the Oxford-Ohoka Community Board which included comment on the future of Water Zone Committees. Carolynne advised that all the Zone Committees were under review by the Canterbury Mayoral Forum. It was noted that there were different views in different Councils on the relationship they had with the Zone Committees in their areas and the benefit of them continuing.

3. REPORTS

The input of the public was valued by the Waimakariri Zone Committee, and to allow the public to ask questions on the reports presented, the Chairperson put the following recommendation.

Moved Carolynne Latham

Seconded John Cooke

THAT the CWMS Waimakariri Zone Committee

- (a) **Agreed** that Section 9.4 of the Standing orders be suspended for Items 3 and 4 to allow members of the public to ask questions prior to the item being moved.

CARRIED

3.1 WDC Stormwater Drainage Watercourse Protection Bylaw Consultation – Update – Murray Griffin (CWMS Facilitator- Waimakariri)

Jason Recker and Janet Fraser (WDC) presented this report and provided an update on the upcoming review of the WDC Stormwater Drainage Watercourse Protection Bylaw Consultation. The Bylaw was the mechanism that the Council can meet the requirements of the Canterbury Land and Water Regional Plan and would reduce a lot of consent costs. The Council would assume responsibility for the quality and quantity of all stormwater discharges into and from its reticulated stormwater systems. Industry discharging into urban areas would no longer need consents from Ecan. Council would be relying on Schedule 2 of the Bylaw for consenting, which had increased the role of the Council and reduced the role of Ecan as part of the consenting process.

Public Consultation opened on the Bylaw Review on 20th June and closes 29th July 2024.

C Latham asked was there doubling up between the Bylaw and the Land and Water Regional Plan. J Fraser provided an explanation of how the bylaw rules apply, with the Councils Bylaw coming under Environment Canterbury's legislation through the RMA.

C Latham expressed concerns that the rules of the Bylaw may add costs to developments and therefore the cost of housing.

C Latham asked if the Bylaw could make provisions for the inclusion of Catchment Management Plans? Sophie Allen suggested that any such plan would need to be endorsed by either Ecan or Waimakariri District Council. C Latham said it would be an opportunity to keep any Catchment Groups involved.

J Recker advised that a district wide rate would apply for the Bylaw and the main matter being considered was educating people on the Bylaw, what it covers, and the

responsibilities of property owners.

If there was flooding issues in drains, J Recker said there was a small budget available for other drains that aren't rating specified.

M Bate noted the impact of the housing developments in the district that have occurred in recent years, and that the runoff from housing roofs goes straight into drains and the rivers.

Sophie Allen and Jason Recker responded to comments on recent flooding in the Cam River. Being a resident of Revells Road, J Cooke spoke on the flood which was caused by the bridges and when flooding occurs, the water breaks over either side of the bridges.

Moved Martha Jolly

Seconded John Cooke

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** this update with consideration to the Committee's 2021-2024 CWMS Acton Plan and Community Engagement Priorities.

CARRIED

4. COMMITTEE UPDATES – M GRIFFIN (CWMS FACILITATOR, ECAN)

4.1 Waimakariri Water Zone Committee Working Groups.

Biodiversity Working Group

The second Environmental Awards are to be held in conjunction with WDC community awards. The Application and communications went live two weeks ago. Still to determine a judging panel and judging to commence in August.

Lifestyle Working Group

An event was planned to take place at the Sefton Hall, on Tuesday 9 July, 7 – 9pm, co-hosted by the Sefton Saltwater Creek Catchment Group. This would include a talk to be conducted by Dr Charles Merfield, head of the BHU Future Farming Centre, Lincoln University. If people brought water samples along, there would be an opportunity for nitrate testing to be undertaken. It was stressed that the samples need to be brought in clean containers. Sophie Allen would be present at this evening to offer advice and information on this matter.

Monitoring Working Group

Erin provided an update on the group activities relating to the nitrate water testing in Mandeville. A possible date would be Thursday 11th July, from 9am to 11am. A venue was still to be arranged. Publicity of this testing would be done through the Mandeville Residents Association, Ohoka Group (through Niki Mealings) and Oxford-Ohoka Community Board members. Erin agreed to book the venue (Mandeville Sports Club).

There were offers of help from Zone Committee members on the day from Martha, Carolyne and Ruby. Sophie Allen has agreed to provide large maps of the areas. Murray to bring clean containers if still available.

4.2 Environment Canterbury Reports.

27 June was the final Land and Water Committee meeting. Included at this meeting

was a report on all the Water Zone Committees and their projects.

There was also a June update on the Zone Committee review. Murray agreed that this review update could be provided to members.

A report would be going to the Mayoral Forum, probably in August with options for the future of the Zone Committees. There could be approximately five options. It was expected a decision would be made by the Mayoral Forum in November.

Regional Policy Statement – a dedicated online session for all Zone Committee members would be on Friday 12 July at 12pm – 1pm. This was an early opportunity on what would be put forward, and for discussion at a workshop session in August. The formal public consultation process was being scheduled for November 2024.

4.3 Waimakariri District Council Updates.

Sophie Allen spoke on the publishing of an item on the impact of copper on the environment.

Murray to forward an update from Councillor Tim Fulton.

4.4 Ministry for the Environment – Our Land 2024 Report.

4.5 Parliamentary Commission for the Environment – Going with the grain: Changing land uses to fit a changing landscape.

Murray spoke on Items 4.4 and 4.5 which are complementary reports for reference of the Committee members.

4.6 Action points from the previous Zone Committee meetings.

Murray still to follow up on the analysis of the data from Kaiapoi River and hoping to provide something more substantial for the September meeting.

Moved John Cooke

Seconded Martha Jolly

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** these updates for information.

CARRIED

5. REPORTS FOR INFORMATION

5.1 Soil Health and Water Quality Workshop invite – 9 July.

5.2 Water Quality Gap Analysis in the Waimakariri – Report by Aqualinc.

ECan had been testing deep wells in the Oxford Area.

5.3 Our Land and Water Case Study Overview – Waimakariri Landcare Trust.

5.4 Private Well Study Results 2023.

5.5 Rangiora stormwater monitoring programme 2021-23 annual report.

5.6 **Rangiora stormwater monitoring programme 2022-23 water quality results.**

5.7 **Zone Implementation Programme Addendum (ZIPA) Capital Works Programme 2024-25.**

Moved Claire Aldhamland

Seconded Ruby Gill-Clifford

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** these reports for information.

CARRIED

6. COMMITTEE SCHEDULE AND PRIORITIES FOR 2024

6.1 **Zone Committee Schedule and Priorities – Review Discussion– Murray Griffin (CWMS Facilitator- Waimakariri)**

It was planned to schedule a Workshop session on the Regional Policy Statement in August. This was an opportunity for any matters that members would want the Committee to discuss.

Carolynne had attended a meeting with Mayor Dan Gordon, Gerard Cleary (General Manager Utilities and Roading) and Ecan staff and Councillor Claire McKay on the future of the Zone Committees. The committee has a role as a “Connector” and that the Committee could work better with the local groups. Possibly the committee could work better as an entire group rather than split into different working groups.

Murray made mention of the community budgets at Ecan and would this have an impact on Zone funding. The Budget had been “consolidated”. At this stage, this was not known, and needed to be clarified.

It was also noted that there could be an urban field trip arranged on sites around Rangiora. Members were encouraged to make suggestions on items that the committee could discuss at the August workshop.

Moved Ruby Gill-Clifford

Seconded Claire Aldhamland

THAT the CWMS Waimakariri Zone Committee:

- (a) **Review** its schedule and confirm priorities for the remainder of 2024.

CARRIED

7. CONFIRMATION OF MINUTES

7.1 **Minutes of the Canterbury Water Management Strategy Waimakariri Zone Committee Meeting – 6 May 2024**

Moved Ruby Gill-Clifford

Seconded Claire Aldhamland

THAT the CWMS Waimakariri Zone Committee:

- (a) **Confirms** the Minutes of the Canterbury Water Management Strategy Waimakariri Zone Committee meeting, held on 6 May 2024, as a true and accurate record.

CARRIED

8. **GENERAL BUSINESS**

Ruby advised that she had contacted the Youth Representatives at the other Zone Committees. To date she had heard back from two of the representatives and had planned to meet both these to discuss their roles in their Zone Committees. As Ruby would be stepping down from the committee at the end of 2024, she had also met with a working group from the Waimakariri Youth Council about her role and the work of the Zone Committee. She had already received feedback from a Youth Council member interested in the Youth Representative role on the Zone Committee. This would have to wait until the future of the Zone Committees was confirmed later in the year.

KARAKIA

Ruby Gill-Clifford provided a karakia to close the meeting.

NEXT MEETING

The next meeting of the CWMS Waimakariri Water Zone Committee is scheduled for Monday 2 September 2024 at 4pm. There would be a workshop on 5th August 2024.

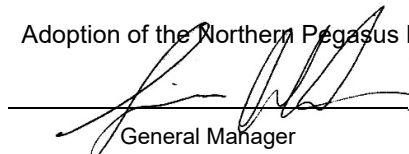
There being no further business, the meeting concluded at 5.52pm.

CONFIRMED



Chairperson
Carolyne Latham

2 September 2024
Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-01-11/240618098956**REPORT TO:** COUNCIL**DATE OF MEETING:** 01 October 2024**AUTHOR(S):** Sylvia Docherty, Policy and Corporate Planning Team Leader**SUBJECT:** Adoption of the Northern Pegasus Bay Bylaw 2024**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive
1. SUMMARY

- 1.1. This report is to seek Council approval for the adoption of the Waimakariri District Council Northern Pegasus Bay Bylaw 2024.
- 1.2. The proposed *Northern Pegasus Bay Bylaw 2024* (Bylaw) applies to all of the beaches within the Waimakariri District Council's jurisdiction and its purpose is to control activities on the beaches in order to manage conflicting recreational uses, minimise any environmental impacts arising from this activity, protect and promote public health and safety and minimise the potential for offensive behaviour in public places.
- 1.3. Key changes proposed for the Bylaw are:
 - 1.3.1. Add *Protect the natural values of the foreshore and estuary environment while acknowledging community values associated with its use* to the overall purpose of the Bylaw.
 - 1.3.2. Introduce a new clause and schedule for the activity of landing and taking off aircraft that will be supported with a user agreement developed with the Canterbury Recreational Aircraft Club.
 - 1.3.3. Introduce a new clause and schedule for holders of Fish and Game Hunting Licenses to use dogs in a reduced area of the Ashley Rakahuri estuarine area during gamebird hunting season.
 - 1.3.4. Introduce a new clause requiring dogs to be on a leash on the seaward facing side of the spit adjacent to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri.
 - 1.3.5. Prohibit open air fires and setting off fireworks in the Bylaw area.
 - 1.3.6. Remove the need for an agreement with Fenton Reserves/Entitlements Trustees.
 - 1.3.7. Include a new clause that acknowledges the Hurunui District Council Northern Pegasus Bay Bylaw.
- 1.4. The key changes were developed following early engagement on the effectiveness of the Bylaw and feedback from the 2024 Beach User Survey. Consultation on the draft Bylaw adhered to the Special Consultative Procedure required by the *Local Government Act 2002*. A Hearing Panel considered submissions following both the pre-consultation and formal consultations and provided direction to staff for finalising the updated Bylaw.

- 1.5. The Bylaw will continue to receive its empowerment through Sections 145, 146 and 153 (3) of the Local Government Act 2002 and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the Land Transport Act 1998.
- 1.6. This report also seeks approval to add the seaward facing side of the spit adjacent to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri to the Dog Control Bylaw Schedule. The schedule attached to the Dog Control Bylaw 2019 provides a comprehensive list of public places in the District that are designated as prohibited or leash dog control areas. This schedule has been designed to be reviewed annually. The schedule is not required to be consulted on as the changes are administrative in nature and Council has the authority to assign new areas by resolution.
- 1.7. Effective implementation including enforcement of the Bylaw is critical to its success in resolving the issues identified during the review and consultation processes. The Northern Pegasus Bay Bylaw 2024 Implementation Plan will be reported at a later date for Council approval.

Attachments:

- i. Minutes of the 18 July 2024 Northern Pegasus Bay Bylaw 2024 Hearing Panel deliberation meeting (Trim No 240716116667)
- ii. Minutes of the 03 September 2024 Northern Pegasus Bay Bylaw 2024 Hearing Panel deliberation meeting (Trim No 240904149932)
- iii. Northern Pegasus Bay Bylaw 2024 (Trim No. 240815136976)
- iv. Dog Control Bylaw Schedule (amended 2023) - (TRIM 230626094391)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. GOV-01-11/240618098956.
- (b) **Receives** the minutes of the Hearing Panel meetings on 18 July 2024 (Trim No 240716116667) and 03 September 2024 (Trim No 240904149932).
- (c) **Adopts** the Northern Pegasus Bay Bylaw 2024 (Trim No. 240815136976) as applying from 01 November 2024.
- (d) **Adopts** the Dog Control Bylaw Schedule (amended 2023) - (TRIM 230626094391)
- (e) **Forwards** the adopted Northern Pegasus Bay Bylaw 2024 to the Minister of Transport for his approval.
- (f) **Notes** that, once adopted, the Northern Pegasus Bay Bylaw 2024 will be formally reviewed in 2029, however an earlier review can be undertaken should an issue arise.

3. **BACKGROUND**

- 3.1. The Northern Pegasus Bay Bylaw (Bylaw) was introduced in 2010 and has been instrumental in improving coastal management for Northern Pegasus Bay. The Bylaw will regulate recreational activities along the coastal strip of the District, including the environmentally significant Ashley – Rakahuri River Estuary, in order to:
 - 3.1.1. Manage recreational uses for the benefit and enjoyment of all users
 - 3.1.2. Minimise environmental impacts arising from this recreation activity
 - 3.1.3. Protect, promote and maintain public health and safety
 - 3.1.4. Protect the public from nuisance

- 3.1.5. Minimise the potential for offensive behaviour in public places.
- 3.1.6. Protect the natural values of the foreshore and estuary environment while acknowledging community values associated with its use (*new purpose added*)
- 3.2. At the meeting on 02 May 20023, the Council adopted the Northern Pegasus Bay Bylaw 2016 (amended 2023) as an interim bylaw to meet legislative requirements of the *Local Government Act 2002*, noting that a full bylaw review with stakeholder and community consultation would then be undertaken.
- 3.3. The Bylaw will receive its empowerment through sections 145 and 146 (b)(vi) and 153 (3) of the *Local Government Act 2002* and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the *Land Transport Act 1998*.
- 3.4. **Public consultation**
- 3.5. Staff have undertaken two separate rounds of public consultation as part of this review recognising the importance of community feedback for the activities impacted by the Bylaw. Consultation included surveys available online and paper, public meetings, social media, newspaper and radio communication and staff responding to individual enquiries. A Hearing Panel was established to review the submissions for both rounds of consultation.
- 3.6. Early engagement between 22 December 2023 and 01 March 2024 was undertaken to understand what was working well and what topics related to the Bylaw require review before any changes were considered. At the same time the 2024 Beach Users Survey provided an opportunity for broader feedback on the beaches and estuary. In total, 48 submissions were received of which 4 submitters presented their views to the Hearing Panel. 380 Beach User Surveys were completed, 306 completed online and 74 through interviews with Council staff.
- 3.7. Formal consultation on the draft Bylaw ran from 15 May to 23 June 2024 with submitters asked to provide feedback on any of the proposed changes as well as more general feedback on the Bylaw. In total, 143 submissions were received of which 33 submitters requested to present their views to the Hearing Panel.

4. **ISSUES AND OPTIONS**

- 4.1. **Key proposed changes**
- 4.2. Submission feedback in the early engagement identified a need to recognise the values of the Bylaw area. Staff initially proposed to add *Protect the natural and cultural value of the foreshore and estuary environment* to the overall purpose of the Bylaw. Submission feedback was generally supportive of this addition to the overall purpose of the Bylaw with some concerns raised about the importance of maintaining public access to the beaches and estuary and the 'cultural' element of the statement. Following a request from the Hearing Panel during their deliberations on 19 July 2024, staff updated the statement to read *Protect the natural values of the foreshore and estuary environment while acknowledging community values associated with its use* that was accepted by the Hearing Panel at their meeting on 03 September 2024.
- 4.3. In the draft Bylaw staff proposed to extend the prohibited area for taking off and landing of aircraft. This proposed change sought to achieve a balance between managing the environmentally and ecologically important Ashley Rakahuri Estuary and providing for the landing and taking off of recreational aircraft on Ashworths Beach, north of the Ashley River mouth. It is noted this specific area is considered to be the only section of beach in the Bylaw area suitable for the activities associated with recreational aircrafts. During the 2015/2016 Bylaw review it was determined that the landing of aircraft was not an activity

that was able to take place on the coastal strip, however in 2024, local representatives provided evidence that this is an activity enjoyed by a small number of aircraft enthusiasts. During consultation staff attended a meeting of the Rangiora Airfield Advisory Group to discuss the proposed change and to further understand the activity operating in the Bylaw area. A submission from the Canterbury Recreational Aircraft Club offered three proposals to manage the activity in the Bylaw area and staff recommended to the Hearing Panel at the meeting on 18 July 2024 that two of the proposals be progressed in the updated draft Bylaw. This included designating a small section of the coastal strip at Ashworths Beach for landing and taking off of aircraft in accordance with a new schedule and user agreement that staff will develop with Canterbury Recreational Aircraft Club. User agreements have proven successful in managing the impacts of some activities in the Bylaw area.

- 4.4. Removal of the exemption for use of dogs in the Ashley Rakahuri estuarine area for the activity of gamebird hunting was proposed in the draft Bylaw as part of the consultation. The majority of submissions received were opposed to removal of the exemption. Reasons provided include highlighting the difference between trained gun dogs and domestic pets as well as the impact removing the exemption would have on the activity of gamebird hunting in the estuary. Submissions in support of the proposed change related to the disturbance to birds and wildlife in the area. The impact of cats in the area (unclear whether domestic or feral) is raised as an issue in the estuarine area. Staff met with representatives from the North Canterbury Fish and Game Council and Environment Canterbury (ECan) on this matter. Following these discussions the Fish and Game Council made a submission requesting the Bylaw retain an exemption area but recommended a reduced area that aligns with the ECan maps of permitted, licenced and prohibited areas for hunting. Staff recommended to the Hearing Panel at the meeting on 18 July 2024 an amendment to the draft Bylaw that is aligned with the Fish and Game Council request and reduces the exemption area during gamebird hunting season.
- 4.5. The 2016 (amended 2023) version of the Bylaw updated the Bylaw clause related to fires to align with the Fire and Emergency New Zealand Act 2017. The 2016 Bylaw prohibited fires whereas the amended 2023 Bylaw permitted fires during open season and allowed braziers in open and restricted seasons. The draft Bylaw further changed the clause to return to prohibiting fires with exemption for cultural cooking fires and braziers. Generally, submissions were in support of the change with 18 submissions requesting a ban on all fires. At the deliberations meeting on 19 July 2024, the Hearing Panel supported the request to remove allowances for braziers and cultural cooking fires. Following the Hearing Panel decision, staff discussed the proposed changes with a FENZ representative who was supportive. Any person requesting an exemption for open fires or setting off fireworks will now need to first discuss the request with FENZ representatives before seeking written approval from Council staff. A new clause has been introduced to the Bylaw to prohibit the setting off of fireworks due to the risk of fire, this changes was also strongly supported in the consultation feedback.
- 4.6. The Northern Pegasus Bay Bylaw 2016 included a commitment to establish a Fenton Reserve Agreement with the Fenton Reserve Agreement Working Party established to draft the agreement. The draft agreement was prepared in 2018 and to date has not received sufficient feedback from all parties involved to proceed. This proposed change to the draft 2024 Bylaw has been included to recognise the agreement is unlikely to be approved at present and to re-visit the need for the agreement at the next Bylaw review. Survey responses to this issue included a high level of 'no response' and associated commentary about not being aware of the background and reason for this change. Staff note that this may not have been a suitable consultation point for the wider public and recommend a targeted engagement for the development of any agreement of this nature in the future.

- 4.7. The Hurunui District Council Northern Pegasus Bay Bylaw 2015 has a shared boundary with the Waimakariri District Council Northern Pegasus Bay Bylaw 2024. Feedback in the early engagement highlighted the operational difficulties of two neighbouring councils running similar Bylaws which had different rules, for example motorbikes are allowed on Hurunui District beaches but not in the Waimakariri District. Approximately a quarter of submissions on the draft Bylaw did not respond to this consultation question and submission feedback queried the relevance. However, residents and stakeholders undertaking recreational activities at Ashworths Beach and in the Hurunui District shared feedback about clearly being able to understand what activities can and can't take place and the need for signage or markers that indicate where the rules change at the boundary between the two districts.
- 4.8. The report to Council on the Northern Pegasus Bay Bylaw 2016 (Trim 230411049443) received on 02 May 2023 identified dogs impacting on wildlife in the Ashley/Rakahuri Estuary as an ongoing issue that should be addressed. Submission feedback in the early engagement highlighted activities occurring in areas adjacent to the estuary disturbed the threatened and endangered birds feeding, breeding and resting in the estuarine area. The Section 155 Report for the Bylaw review reported to Council on 07 May 2024 (Trim 240408053724) identified this perceived problem and considered the evidence and research available. It was noted that there has been insufficient research undertaken in the Bylaw area on this issue and research from the nearby Avon-Heathcote Estuary was used to inform the review where relevant. Consultation on the draft Bylaw included extending the prohibited area for dogs to the entirety of the spit adjacent to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri. The 2016 Bylaw only prohibits access on the estuary-facing side of the spit.
- 4.9. Extending the prohibited area for dog walking attracted the most attention during the consultation on the draft Bylaw with a number of members of the Waikuku community making submissions only on this matter. 90 submissions (63%) opposed the change to extend the prohibited area. Feedback from those who supported the proposed change highlighted the need to protect the endangered bird species in the estuary from dogs, acknowledging that birds are in the area to rest, feed and nest, and that different species are found in the area throughout the year. Submitters in support of the proposed change indicated alternative areas were available for recreational dog walking and that the special values of this internationally acknowledged important estuarine area should be protected.
- 4.10. Submissions opposed to the change identified the seaward facing side of the spit as a unique area for dogs with no suitable alternative. It should be noted that there are two different dog-related recreational activities occurring on the spit. These are people that walk their dogs for recreation and those that bring their dogs while fishing for companionship. Feedback acknowledges that many dog owners are conscientious and take responsibility for effective control of their dogs, but a small minority do not appear to have effective control (as required by the Dog Control Bylaw) and this negatively impacts on the area.
- 4.11. Options offered in the submissions feedback included restricting dogs to being on a leash on the seaward side of the spit or to prohibit access during nesting season. Opposition to the prohibited season noted difficulties in educating and enforcing different rules at different times of the year. It was also highlighted that bird activity takes place in the area for the majority of the year, therefore prohibiting dog walking during nesting season would only partially respond to the issue. Feedback opposed to the suggestion of allowing dogs on the spit on a leash indicates that a dog restrained by a leash is not necessarily a dog under control, and dogs in the area are considered a disturbance to birds.
- 4.12. At the meeting on 19 July 2024 the Hearing Panel deliberated on submissions and agreed that dogs need to be on a leash on the seaward facing side of the spit adjacent to the low

tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri. A new schedule has been prepared to clearly outline this requirement on a map.

- 4.13. Section 10(3)(b) and (c) of the Dog Control Act 1996 (the Act) requires territorial authorities to identify all public places in which dogs are to be prohibited and controlled on a leash. An amendment to the Dog Control Bylaw Schedule is recommended to include the need for leash control on the seaward facing side of the spit adjacent to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri.
- 4.14. **Northern Pegasus Bay Bylaw 2024 Hearing Panel**
- 4.15. The Northern Pegasus Bay Bylaw Hearing Panel (Hearing Panel) consisted of Councillors A Blackie (Chair), J Goldsworthy, P Redmond and Kaiapoi-Tuahiwi Board Member, T Bartle and Woodend-Sefton Community Board Member, S Powell.
- 4.16. The Hearing Panel met on 6 April 2024 following the early engagement to hear four submitters, review analysis on the 48 submissions received and provide direction to staff on possible changes to the existing Bylaw.
- 4.17. Following the formal SCP public consultation on the draft Bylaw, the Hearing Panel met on 18 July 2024, heard from 18 submitters and reviewed analysis of the 143 submissions received. During the deliberations the Hearing Panel requested staff undertake further investigation related to the proposed changes. The Hearing Panel then met on 03 September 2024 to agree the final version of the draft Northern Pegasus Bay Bylaw 2024.
- 4.18. At the meeting on 18 July 2024 the Northern Pegasus Bay Bylaw Hearing Panel made the following decisions:
 - 4.18.1. **Receives** Report No. 240618098916
 - 4.18.2. **Receives** and considers all submissions on the Northern Pegasus Bay Bylaw.
 - 4.18.3. **Notes** that staff will prepare an amended draft Northern Pegasus Bay Bylaw 2024 which reflects the decisions made by the Hearing Panel and then report back to Council on 06 August for final adoption of the Bylaw.
- 4.19. At the meeting on 03 September 2024 the Northern Pegasus Bay Bylaw Hearing Panel made the following decisions:
 - 4.19.1. **Receives** the amendments to the Northern Pegasus Bay Bylaw (Trim Ref: 240830147209).
 - 4.19.2. **Notes** that staff will prepare an amended draft of Northern Pegasus Bay Bylaw 2024, which reflects the decisions made by the Hearing Panel, and then report back to the Council for final adoption of the Bylaw.
- 4.20. The Council has alternative options to the staff recommendation including retaining the Northern Pegasus Bay Bylaw 2016 (amended 2023) until a review is required in 2028 or making further amendments to the proposed Northern Pegasus Bay Bylaw 2024. Should amendments be required, consideration should be given as to whether further consultation is required.
- 4.21. The Council also has an option to revoke the Northern Pegasus Bay Bylaw 2016 (amended 2023). However, there are environmental, health and safety, public nuisance and implementation issues still affecting the coastal area that would not be able to be as well managed using other legislation. Over time, the coastal bylaw, in combination with the Implementation Plan, has proven to be an effective tool in reducing the impacts of activities on the environment and other users.

Enforcement

- 4.22. Currently, enforcement is undertaken primarily by Environment Canterbury (ECan) via a ranger service with some support from the Te Kōhaka o Tūhaitara Trust. The schedule for ranger services is agreed between both Councils and is based on known high use periods, weather, and tides. Feedback during both rounds of consultation for this review identified some dissatisfaction with the level of enforcement undertaken. Staff note that education, communication and signage are currently the main tools to raise awareness of the Bylaw rules. It is recognised that the government is currently reviewing the bylaws system, including the effectiveness of the enforcement tools available to councils, which may impact on future enforcement of the Bylaw.

Implications for Community Wellbeing

- 4.23. There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Northern Pegasus Bay is an area of the District that supports recreation and social connection, and the health of coastal natural ecosystems, such as the dune system, is important for community resilience. Community feedback has been a key part of this review process to ensure the Northern Pegasus Bay Bylaw continues to be the most appropriate way of addressing the social, cultural and environmental issues in the area.
- 4.24. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

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

As per the Terms of Reference, membership of the Northern Pegasus Bay Advisory Group includes Te Ngāi Tūāhuriri Rūnanga and Fenton Reserve Trustees. Te Ngāi Tūāhuriri Rūnanga have not yet been represented on the Advisory Group. Staff provided an update on the Bylaw review at the bi-monthly Rūnanga/Council meeting in September 2023 and April 2024. Feedback received indicated that Rūnanga input to the Bylaw is represented by the Board of Te Kōhaka o Tūhaitara Trust. Staff were asked to email proposed Bylaw changes to the Rūnanga to be passed to the Executive for review and comment.

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The Northern Pegasus Bay Advisory Group was established to represent the groups and organisations most affected by this Bylaw.

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. This primarily relates to the residents and members of the wider public that may have concerns around the proposed prohibited and restricted activities in the Bylaw and the impact on the coastal environment where breaches of the Bylaw occur.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report. Effective implementation of the Northern Pegasus Bay Bylaw 2024 requires coordination of a range of activities, including public awareness, education and enforcement.

The Bylaw budget is included in the Long Term Plan 2024 – 2034, with the current financial year budget shown in the table below:

Budget	FY24/25
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NPBB Capex	\$22,064
NPBB Opex	\$22,240
ECan Ranger Service	\$31,440
Total NPBB Budgets	\$75,744

Any proposed changes to the existing budget will be identified in the Northern Pegasus Bay Bylaw 2024 Implementation Plan that will be reported to Council for approval.

6.2. **Sustainability and Climate Change Impacts**

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

The Bylaw prohibits vehicles and motorbikes from riding on the dunes. Previous research concluded that the higher the sand dunes were, the more they protected adjacent coastal communities from coastal hazards. Driving on dunes destroys vegetation that helps to bind the sand together and compacts the sand. This can lead to an unstable dune system that is more at risk from the climate change risks of extreme weather events and sea level rise.

The Bylaw also controls activities in the Ashley/Rakahuri Estuary which is recognised by the International Union for the Conservation of Nature (IUCN) as a wetland of 'international significance'. Over 90 species of birds have been recorded at the Ashley Rakahuri/Saltwater Estuary alone and many of these such as the black-billed gull, black-fronted tern, banded dotterel, and wrybill are rare and endangered species.

6.3 **Risk Management**

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

6.3 **Health and Safety**

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

The legislation and associated documents relevant to the proposed *Northern Pegasus Bay Bylaw 2024* are as follows:

- Local Government Act 2002.
- Treaty of Waitangi
- New Zealand Bill of Rights Act 1990
- Resource Management Act 1991
- Marine and Coastal Area (Tukutai Moana) Act 2011.
- Wildlife Act 1953.
- Marine Mammals Protection Act 1978.
- Conservation Act 1987.
- Ngai Tahu Claims Settlement Act 1998.
- Land Transport Act 1998.
- Reserves Act 1977.
- Dog Control Act 1996.
- Forest and Rural Fires Act 1977.
- New Zealand Coastal Policy Statement 2010.
- Regional Coastal Environment Plan for the Canterbury Region.
- Proposed Canterbury Conservation Management Strategy.
- Waimakariri District Council District Plan.

- Waikuku Beach Reserve Management Plan 2010 (Reserves Act 1977)
- 2018 Waimakariri Coastal Natural Character Study
- Environment Canterbury Ashley Rakahuri Management Plan 2023.
- WDC Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.
- Mahaanui Iwi Management Plan 2013.
- Kemp's Deed
- WDC Northern Pegasus Bay 2010 Bylaw.
- WDC Dog Control Bylaw 2009.
- WDC Fire Control Bylaw 2014.
- Environment Canterbury Navigation Safety Bylaws 2010.

7.3. **Consistency with Community Outcomes**

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

7.4. The Bylaw supports the following community outcomes:

Social: Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.

Environmental:

- People are supported to participate in improving the health and sustainability of our environment.
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

7.5. **Authorising Delegations**

The Community and Recreation Committee has delegated authority to administer bylaws for its activities. The most relevant of the listed activities is parks and reserves but only a small parcel of Council-owned reserve land at Kairaki Beach is located within the Northern Pegasus Bay Bylaw area.

The District Planning and Regulation Committee is responsible for the administration of bylaws other than those clearly under the jurisdiction of another standing committee, but the full Council rather than this Committee has traditionally been involved in the preparation of the 2010, 2016 and 2016 (amended 2023) Northern Pegasus Bay Bylaws due to the significance of the coastal area.

WAIMAKARIRI DISTRICT COUNCIL

THE MINUTES OF THE HEARING AND DELIBERATIONS OF THE NORTHERN PEGASUS BAY BYLAW SUBMISSIONS WILL BE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON THURSDAY, 18 JULY 2024 AND FRIDAY, 19 JULY 2024, COMMENCING AT 9AM

HEARING PANEL MEMBERS PRESENT

Councillor A Blackie (Chairperson)
Councillor J Goldsworthy
Councillor P Redmond
Kaiapoi-Tuahiwi Community Board Member T Bartle
Woodend-Sefton Community Board Member S Powell

IN ATTENDANCE

S Docherty (Senior Policy Analyst), M Kwant (Greenspace Community Projects Officer), K Rabe (Governance Advisor) and H Leslie (Community Greenspace Administrator).

The meeting adjourned at 10.25am and reconvened at 10.55am for refreshments.
The meeting adjourned at 12.28pm and reconvened at 1.20pm for lunch.
The meeting adjourned at 4.20pm and reconvened at 9am on Friday 20 July 2024.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. HEARING OF SUBMISSIONS

SUBMITTER	COMMENTS
Gary Wilkie	G Wilkie did not attend the hearing.
Vicki Mehlhopt	<p>V Mehlhopt noted that her family had been residents in the Ashworths Beach area for many years and had used the beach for swimming, fishing and walking on an almost daily basis for generations. The following points were raised:</p> <ul style="list-style-type: none"> • Marram grass had been planted to mitigate erosion of the dunes • Concern regarding increased disrespect for the dunes, vegetation and wildlife • More and more people flouting the rule regarding vehicles prohibited on dunes • Increase in off-road buggies driving at speed over the dunes and in the lagoon area, which was dangerous and could cause serious injury to other beach users • Signage at the Ashworths Beach entrance was not significant • A walkway had been a waste of time and money; however, fencing off the lagoon had worked well.

SUBMITTER	COMMENTS
	<ul style="list-style-type: none"> • Suggested that dunes also be fenced off, which would protect the dunes, native vegetation, plantings and wildlife • Clear, bold signage was needed. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • What other, if any, changes would V Mehlhopt like to see in the bylaw? <i>Better enforcement measures in relation to vehicles and large bold signage. Agreed that education was the key.</i>
<p>Sandra Stewart Kaiapoi-Tuahiwi Community Board</p>	<p>S Stewart spoke on behalf of the Kaiapoi-Tuahiwi Community Board and raised the following points:</p> <ul style="list-style-type: none"> • Supportive of changes made to the bylaw • Concern that there was not a Management Plan for the area, especially the estuary • Thanked staff for the drop-in sessions and acknowledged them for having to engage in difficult conversations • The Board believed there was plenty of beach for exercising dogs to the south of the spit at Waikuku Beach. • Concern regarding the lack of resources for enforcing the bylaw. • Clear breaches of current bylaw by both dog owners and vehicle drivers. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • What evidence did the Board have of dogs disturbing birdlife? <i>Nothing directly, but volunteer groups and other beach users had approached S Stewart.</i> • Would the Board consider allowing dogs on leashes in the area? <i>This option did not come up during the discussions.</i> What was the Board's view of aircraft on the beach? <i>Believed aircraft were a disruption to the birdlife.</i> • Would the Board consider signage as adequate? <i>Existing signage and education had not seemed to stop conflicts between users to date.</i>
<p>Andrew Fox</p>	<p>A Fox did not attend the hearing.</p>
<p>Tessa Chisholm</p>	<p>T Chisholm spoke to her submission, and the following points were raised:</p> <ul style="list-style-type: none"> • Saw no problem with dogs on the beach. • Concerned that few people on the beach were aware of the review and, although unhappy with changes, were too apathetic to submit. • Better signage required. • Agreed that fires should not be encouraged on the beach – fire risk for residents. • Queried factual evidence and long-term data showing that dogs were disturbing the birdlife – believed pests and vehicles did more damage. • Noted that the area designated for dogs would be full of families using the beach during summer – conflict between families and dog walkers. • Common sense and compromise between beach users to mitigate conflict.

SUBMITTER	COMMENTS
	<ul style="list-style-type: none"> Noted that proposed dog restrictions would severely impact the community's wellbeing. Hardly any birds on the beach between high and low tide marks – only on the spit. <p><u>Questions:</u></p> <ul style="list-style-type: none"> How was the existing bylaw working? <i>T Chisholm had never seen issues with walkers and dogs; however, quad bikes and other vehicles had been a problem.</i> What would be the best way to let visitors to the beach know of the restrictions? <i>Better, larger signage was required at car parks and surf clubs; however, dune signage was inadequate – and needed to be much more obvious. Suggested an alert on cell phones that alerted people that they were entering a sanctuary would be more beneficial than signs.</i> Were T Chisholm happy with the current bylaw? <i>Compromise rather than a blanket ban, dogs on leashes in sensitive areas suggested. Believed that more damage by pests eating eggs and suggested better protection of the riverbed area.</i> Do you think an “honorary” ranger or volunteer groups would be useful to monitor and educate? <i>That may be better than enforcement; however, local residents were more supportive of trapping than becoming watchdogs.</i>
Barry Churchill	<p>B Churchill spoke to his submission and raised the following points:</p> <ul style="list-style-type: none"> No issue with dogs on the beach. Education and signage regarding bird sanctuary would be sufficient. Believed that dogs were not a problem for birds and suggested that better pest control be carried out as nests vulnerable to possums, hedgehogs and cats. Vehicles should be banned on the dunes. Did not understand how drones were a danger to birds – birds more intelligent than credited. Planes should be able to land if the area was clear of other users. Queried if the changes to the bylaw had been consulted with iwi and Rūnanga. <p><u>Questions:</u></p> <ul style="list-style-type: none"> What other, if any, changes would B Churchill like to see in the bylaw? <i>B Churchill was satisfied with the current bylaw, which seemed to be adequate. Had not noted any major issues. Acknowledged that beach buggies were a danger; however, education should be sufficient to deter most offenders.</i> Would a beach boundary between Hurunui District Council and Waimakariri District Council be useful? <i>Yes, as no one was sure where this was, and the councils had differing rules for beach users.</i>
Barry Renwick	B Renwick apologised for being unable to attend the Hearing.

SUBMITTER	COMMENTS
David Tillman	<p>D Tilman spoke to his submission and raised the following points:</p> <ul style="list-style-type: none"> • Supported the ability of aircraft to land on the beach. • Concern about how the question was phrased in the consultation, which, he believed, led people to answer Yes. Few reasons to support the Yes answer. • Only land when no other users were on the beach and only land below the high tide mark. • No evidence that aircrafts was disruptive to other users of the beach or damaged the natural environment • No cost to the Council in relation to this activity. • Requested that staff revisit the submitters who responded Yes for a reason. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • How many planes that land on the beach belong to the club? <i>All the pilots belong to the club, and the club could control the outcome.</i>
Ursula Mullins	U Mullins did not attend the Hearing.
Sandra Stewart Waimakariri Biodiversity Trust	<p>S Stewart spoke on behalf of the Waimakariri Biodiversity Trust and apologised for the Chairperson not being able to attend due to illness. The following points were raised:</p> <ul style="list-style-type: none"> • Endorsed its previous submission. • Mitigating disturbance to the birdlife was paramount. • Plenty of beach area for other users to the south of the river mouth. • Did not support the compromise of dogs on leashes. • Concerned at the lack of resourcing and enforcement of bylaw. • More education was required regarding the impact of disturbances to the birds on the spit. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Noted the literature listed and asked if it was credible. <i>This was provided by the Ashley Rakahuri Rivercare Group, though there was nothing specific to the Ashley Rakahuri area.</i> • Did the Trust have a view of aircraft in the area? <i>Yes, it supported all the changes suggested in the consultation.</i> • Would Avian Flu only be spread by dogs? <i>Not all mammals have the propensity for spreading the virus.</i> • Would you consider pest control as important as dog control? <i>Yes, however, the bylaws did not have the ability to regulate pests or enforce pest control.</i>
Bruce Carter	B Carter apologised for being unable to attend the Hearing.
Samantha Wilson	S Wilson did not attend the Hearing.
Iain McPhail and Buzz Harvey Canterbury Recreational Aircraft Club	<p>This was a joint submission, and the following points were raised in support of their submissions:</p> <ul style="list-style-type: none"> • Canterbury Recreational Aircraft Club currently have 150 members of which a small number had aircraft capable of beach landing. • Concern that the Club had not been contacted in regard to the review until after the first consultation had occurred.

SUBMITTER	COMMENTS
	<ul style="list-style-type: none"> Concern regarding the wording of question two, which predisposed a Yes or No answer. No evidence there had been complaints regarding aircraft landing on the beach. Pilots only landed if there were no other beachgoers on the beach. Rangers had no issue with aircraft and had been friendly and supportive. Members stayed away from the estuary especially during nesting season. Aircraft approach from the seaward side. Given the space only and capabilities for craft only a few aircraft could land in this area. This was the only area suitable for aircraft to land due to other beaches being too gravelly or undulating – positives for this area were smooth, level sand, relatively isolated and had positive safety margins. Due to spread of weight of the craft over three wheels, the craft did not exert undue weight on the sand and no environmental damage was caused. Prepared to offer compromise as follows: <i>Option 1</i> Limit the protected area in Schedule 5 to stop at the MHWS, allowing aircraft to operate on the Coastal Marine Area (CMA), which was the foreshore area between the high and low watermarks. <i>Option 2</i> Develop a user agreement between WDC and CRAC to allow CRAC pilots to operate in the protected area in Schedule 5 as stated in Option 1. <i>Option 3</i> Introduce a permit system with a permit holder displaying a sticker on their aircraft to show authority. Permits to be issued by WDC to allow CRAC pilots to operate in the protected area in Schedule 5 as above. <p><u>Questions:</u></p> <ul style="list-style-type: none"> How do aircraft get to the seaward side without flying over the estuary? <i>They do fly over the estuary but only higher than 500ft which would not disturb the birdlife on the spit.</i> If you were asked not to fly over the estuary would that be acceptable? <i>Happy to work something out which would get the best result.</i> How many planes used the beach regularly? <i>About ten planes currently had the ability to land.</i> Had any aircraft landed south of the estuary? <i>Yes, on occasion but only if the beach had no other users.</i> Which option would you prefer? <i>The options are in order of preference, with the last being heavy on administration and, therefore, not a preferred option.</i> How many landings were made?

SUBMITTER	COMMENTS
	<p><i>Each plane landed at least once, and then there was a competition to see who could land closest to a chosen target; however, the aircraft was very quiet.</i></p> <p>When members met for lunch on the beach, were fires lit? <i>No.</i></p> <ul style="list-style-type: none"> • Do you have views on the dog issue? <i>No</i> • How many times a year do you use the beach? <i>Generally, they flew on Saturdays. However, it depended on the tides and the weather, so they were unable to fly every week. On occasion, a lone pilot may use the beach during the week.</i>
Anna McKenzie	A McKenzie did not attend the Hearing.
Thomas Jones	T Jones did not attend the Hearing.
David Stenhouse	<p>D Stenhouse spoke to his submission, and the following points were raised:</p> <ul style="list-style-type: none"> • Regulation without evidence was dangerous. • Environmental changes would change the nesting habits of birds, and the river mouth was a changing environment; therefore, it would not be surprising for nesting habits to change. • Appropriate signage was a better option than regulation. Wellbeing trumped regulation. • Dogs and horses do not mix, and this could lead to dangerous accidents • Signage should be large and clear, such as a montage of birdlife, to aid with education and deter crime. • Never witnessed dogs chasing birds on the spit. • Enforce the current bylaws before increasing regulation. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Why did D Stenhouse believe the decision had been predetermined? <i>Seemed the Council had already made its decision.</i> • Did D Stenhouse have any evidence of predetermination? <i>No other than conversations with some Councillors and other residents.</i>

SUBMITTER	COMMENTS
Russell Clifford	<p>R Clifford spoke to his submission and raised the following points:</p> <ul style="list-style-type: none"> • Dogs are part of the family – generally, it was the dog owners who were at fault. • Concerned that no one had approached the local residents prior to consultation. • Concern about 4-wheel drive vehicles and motorbikes on the beach – dangerous to children and dogs <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Noted that some areas required only effective control over dogs, would you support dogs leashed? <i>A lot of owners cannot control their dogs, even with a leash. Believed it unfair to expect everyone to leash their dogs due to some people's inability to control their animals. Believed cats were more of a problem to birdlife than dogs.</i> • How should vehicle activity on dunes and beaches be controlled? <i>The NZ Police should be involved, and it was up to the Council to put pressure on them to achieve a positive outcome. Someone was going to be killed if no effective action was taken.</i>
Karen Fox	K Fox did not attend the Hearing.
Rita Martin	R Martin did not attend the Hearing.
Christian Cosgrove Young Birders New Zealand	<p>C Cosgrove spoke to his submission and raised the following matters:</p> <ul style="list-style-type: none"> • Against drones being used on the beach, as he had witnessed Oyster Catcher attacking a drone. • Concern that unleashed dogs allowed on the spit. • Many rare birds used the spit. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • How many young birders belong to the group? <i>The group was disbanded but recently started up again. It was for ten to 18-year-olds and had a following on Facebook and Instagram. There were about six members in North Canterbury.</i>
Andrew Thompson Woodend-Sefton Community Board	<p>A Thompson spoke on behalf of the Woodend-Sefton Community Board, which represented thousands of residents. The Board believed that dogs should be prohibited from sensitive ecological areas.</p> <p><u>Question:</u></p> <ul style="list-style-type: none"> • Did the Board have any evidence of dogs' adverse effects on birdlife? <i>The Ashley Rakahuri Rivercare Group came to present to the Board, and each Board member brought their own experiences to the table regarding the matter.</i>

SUBMITTER	COMMENTS
Andrew Thompson	<p>A Thompson spoke to his personal submission and raised following points:</p> <ul style="list-style-type: none"> • Submission was fact-based. • Balanced needs for different users such as dogs, walkers, fishermen, vehicles and birds. • Risk not fully appreciated between birds and dogs by owners. • It was not a fundamental right for dogs to run on the beach unrestrained – other users were restricted, such as horse riders and kite racing. • Dogs were often seen unrestricted south of river mouth • Monitoring and education required. • Against aircraft landing on the beach. • As long as duck shooting did not occur in the estuary, he had no problem. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Given that aircraft fly at 500f above sea level, how do they impact the birds? <i>Believed that most of the craft fly north to south and not east to west as most craft he had observed do not come from the seaward side for landing.</i>
Ryan Humphreys	<p>R Humphreys spoke to his submission and raised the following points:</p> <ul style="list-style-type: none"> • Agree with restricting aircraft to the foreshore and to stay away from the estuary. • Birds mass on the estuary and not on the foreshore. • Schedule five was the only place aircraft could land where there were no other beach users. Walkers, dogs and swimmers used the area south of the estuary. • Concerned no direct consultation with the aircraft club prior to public consultation. • Ōkārito Lagoon restriction discussed. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Have you ever flown under 500ft over the estuary? <i>CAA rules have a minimum height of 500ft unless coming into land. There was nothing to stop a pilot from flying over the estuary as they came to land or took off; however they chose not to in accordance with the club's informal agreement</i> • Was the Ōkārito restriction via a bylaw or a Civil Aviation Association (CAA) rule? <i>It was a CAA ruling.</i> • Had R Humphreys heard of aircraft flying lower over the estuary? <i>This could happen, especially if the pilot was a visitor to the area. However, you could easily see the birds nesting on the spit, and if the birds did scatter, they settled back pretty quickly.</i> • Have you ever landed on the beach on the south of the estuary? <i>Yes, if the conditions were right and there were no other users on the beach.</i>
Grant Davey Ashley Rakahuri Rivercare	G Davey spoke on behalf of the Ashley Rakahuri Rivercare Group and raised the following points:

SUBMITTER	COMMENTS
Group	<ul style="list-style-type: none"> Supported banning dogs and aircraft from the estuary area. Photos shown of dogs running in the already prohibited area. Birds being disturbed had a negative effect and may force birds to relocate for nesting. Concerns that people took no notice of signage. Low-flying planes caused birds to take flight – dangerous for both birds and aircraft. <p><u>Questions:</u></p> <ul style="list-style-type: none"> Do you think it was possible for dogs and birds to co-exist if dogs were on leashes? <i>People already ignore current signage. He was in favour of a total ban with larger signage. Signage should show that people could be prosecuted and fined up to \$100,000.</i> Are you aware that pilots fly at 500f as a buffer? <i>No, but not all pilots comply with that ruling.</i>
Kevin Roche Northern Pegasus Bay (Hurunui) Coastline Inc	<p>K Roche spoke on behalf of Northern Pegasus Bay (Hurunui) Coastcare Group and raised the following points:</p> <ul style="list-style-type: none"> Noted that the Hurunui District Council had different rules for beach users and believed that there should be a clear boundary marker so people would know where the rules changed. If a bylaw was in place, it should be effectively enforced. Currently, there were fewer restrictions on vehicles or motorcycles on the beaches of the Hurunui. Commented that because both the Christchurch City Council and the WDC had banned motorcycles on the beach, there were many who came to the Hurunui beaches to ride. The Hurunui District Council would be reviewing its position on beaches in the near future. <p><u>Questions:</u></p> <ul style="list-style-type: none"> Noted that an ecological report was being prepared. <i>Yes, this was a sensitive ecological area. The aim was to protect the existing flora and fauna in the coastal zone by increasing biodiversity, predator trapping, and promoting safe recreational use that does not harm the natural environment.</i>
Michael Glen	M Glen did not attend the Hearing.
Doug Guthrie Ashley Fisherman's Association	<p>D Guthrie spoke on behalf of the Ashley Fisherman's Association and raised the following points:</p> <ul style="list-style-type: none"> Currently, 550 members were in the association with a committee of 12. Was included in the original steering group that set up the original bylaw in 2010, which required negotiation and compromise between all stakeholders. Was unaware the Woodend-Sefton Community Board supported the banning of dogs on beaches. No evidence of issues between users and believed issues exaggerated. Black-backed Gulls were the main culprit for disrupting bird life.

SUBMITTER	COMMENTS
	<ul style="list-style-type: none"> • Believed that the Community Board had a conflict of interest in this matter. • Concern that public consultations were electronically driven – older generation being excluded as they do not use digital devices. • Concern that the current bylaw was not enforced and did not see the need to increase restrictions. • Education and better signage were all that was needed. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Would you support dogs on leashes? <i>Yes, if you had to, however, you would not get compliance.</i>
<p>Matthew Garrick North Canterbury Fish and Game Council</p>	<p>M Garrick spoke on behalf of the North Canterbury Fish and Game Council and raised the following points:</p> <ul style="list-style-type: none"> • Game bird hunting restricted from the first weekend of May to the last week of July; therefore no overlap with the nesting season. • Hunting dogs were completely under control as they were working dogs. • Most beachgoers do not interact with hunters as they operate at different times and in more isolated areas. • Restrictions without positive outcomes were counteractive. • All activities disturbed nesting birds – so it was difficult to determine which was more destructive between activities. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • What was the Council's view on dogs off-leash? <i>That was outside the Council's scope. However, protection and respect for birdlife should be encouraged.</i> • Would it be viable to hunt without dogs? <i>It was more ethical to work with a dog who could retrieve birds in areas where humans could not.</i> • Would you support compromise? <i>Yes, as that would align with ECan's position.</i> • When hunting licences were issued, were people informed where they could and could not hunt? <i>A booklet with maps was available to all hunters; however, this is now moving to digital via an app. Regulations and education were all part of the work undertaken by the Council.</i> • How many licences were issued? <i>Approximately 3,000, however, could not define how many were from this area.</i>

4. STAFF REPORT

4.1. Northern Pegasus Bay Bylaw 2024 – Hearing Panel Report and Recommendations – S Docherty (Policy and Corporate Planning Team Leader)

S Docherty spoke to the report, which presented the feedback received from submitters on the Northern Pegasus Bay Bylaw public consultation. In total, 143 submissions were received, with 33 submitters wishing to present their views to the Hearing Panel. S Docherty noted that two submitters, S Stewart and A Thompson, would be speaking twice, once regarding their own submission and once on behalf of the Boards they represented.

Councillor Blackie asked for clarification on whether or not the bylaw had jurisdiction over planes and was advised that two matters needed to be considered, one being the management of the estuary by Environment Canterbury in the absence of a Management Plan or appropriate Land Status of the estuary, and the other was in regards to the Northern Pegasus Bay Bylaw which covered the foreshore between the high and low tides which the bylaw clearly states is included in its jurisdiction.

Moved: A Blackie

Seconded: J Goldsworthy

THAT the Northern Pegasus Bay Bylaw Hearing Panel:

- (a) **Receives** Report No. 240618098916.
- (b) **Receives and considers** all submissions on the Northern Pegasus Bay Bylaw.
- (c) **Notes** that staff will prepare an amended draft Northern Pegasus Bay Bylaw 2024, which reflects the decisions made by the Hearing Panel, and then report back to Council on 06 August for final adoption of the Bylaw.

CARRIED

The meeting adjourned at 4.20pm and reconvened at 9am on Friday, 19 July 2024.

4.2. Discussion and responses to submission requests for changes to the Bylaw

The panel first considered the questions asked during public consultation.

Question One - Do you agree with adding “Protect the natural and cultural value of the foreshore and estuary environment” to the overall purpose of the Bylaw

The consensus of the Hearing Panel was that this was covered in the Natural Environment Strategy.

S Docherty noted that staff had considered rewriting the phrase; however, from the feedback, it had been understood that the Council needed to be clearer regarding the cultural element, and staff had thus used a submitter’s suggested wording.

T Bartle asked what the word ‘natural’ entailed. M Kwant advised that the preamble of the bylaw mentioned the cultural values and the implementation plan had a section on cultural values. S Docherty noted that there seemed to be a gap in the overall purpose.

Councillor J Goldsworthy suggested, “protect the natural value for all users”.

Question Two - Do you agree with extending the prohibited area for aircraft taking off and landing within the Ashley River/Rakahuri and Saltwater Creek estuarine areas to include adjacent beach areas?

Councillor A Blackie noted that the panel were satisfied with the area suggested by CRAC, landing north of the mouth of the river, and enquired what would happen if the mouth of the river changed. S Docherty believed that was where a user agreement worked well, as the agreement could be reviewed and updated outside of the bylaw review.

M Kwant noted that there were exemptions for drone usage in the area.

Councillor P Redmond noted that the panel supported CRAC's Option 1, aircraft landing on the designated area on the map. He asked if there should be signage or boundary pegs installed for clarity. S Docherty answered that this could be worked through in the user agreement. P Redmond requested that staff include in the report to the Council that it may wish to investigate controlled airspace over the estuary with CAA.

S Powell asked if there was any feedback from the Northern Pegasus Bay Advisory Group. S Docherty replied that this would be a conflict of interest. The Group would be involved and focused on the implementation plan of the amended bylaw.

M Kwant suggested implementing a buffer zone of a few hundred metres around the estuary where microlites and/or other aircraft could not land. This would address the low-flying issue.

Question Three - Do you agree with amending the clause prohibiting dogs from the Ashley River/Rakahuri and Saltwater Creek estuarine areas by removing the exemption for holders of Fish and Game Hunting Licenses during gamebird hunting season?

It had been established that a retriever dog was required when game hunting, as all birds had to be retrieved no matter where they landed. An exemption was made north of the green line on the map.

Question Four - Do you agree with extending the prohibited area for dogs to include the entirety of the spit adjacent to the estuarine area to the low tide mark north of the Waikuku northern car park and south of the Ashley River/Rakahuri?

S Docherty noted that there were three interest groups related to this question. Environmentalists discussed the impact on birds, fishermen discussed companionship with dogs, and local residents, primarily those in Waikuku, walked dogs.

Councillor P Redmond suggested that dogs be permitted on the seaward-facing side of the spit; however, they must be on a leash.

Councillor J Goldsworthy noted that dogs were only one factor, highlighting the concern regarding pests such as possums, hedgehogs, and cats, and included that humans themselves were a problem.

M Kwant noted that there was not sufficient evidence to show the impact of dogs as opposed to other factors on the beach. The only evidence was photos taken by G Davey and his observations. It was agreed that there were definitely dogs in the estuary; however, the impact could not be proven above other disturbances. Data was currently being collected; however, it was over a short period of time; therefore, no trends were yet apparent. collected; however, it was over a short period of time; therefore, no trends were yet apparent.yet apparent.

S Powell noted that while listening to the people at the Waikuku Beach public meeting and those who had presented their submissions, she believed the local people were the guardians of the beach, respecting it and wishing to protect it.

It was agreed that dogs needed to be on a leash north of the carpark.

T Bartle was concerned that the Council would be implementing a bylaw that it was unable to enforce effectively.

S Powell asked if geofencing could be investigated in relation to enforcing the bylaw and educating beach users about the restricted areas.

Fines could be issued under the Dog Control Bylaw if required.

Question Five - Do you agree with prohibiting fires and fireworks but allow cultural cooking fires and braziers?

Councillor A Blackie asked if there was a clause in the bylaw for how far people were allowed on the sand dunes in order to light a fire. M Kwant replied that FENZ defined where people could or could not light a cultural fire.

Councillor P Redmond suggested banning all fires and fireworks apart from barbeques, which included a ban on cultural fires.

Councillor J Goldsworthy enquired if the Council was legally allowed to prohibit cultural fires.

The Panel were largely opposed to fires; however, it needed to align with FENZ regulations.

Question Six - Do you agree with removing the need for an agreement with Fenton Reserves/Entitlements Trustees?

S Docherty noted that the previous bylaw agreed to establish the agreement. A draft agreement was written in 2019, but it has never progressed; therefore, there was currently no agreement in place. In the 2024 Bylaw, the Fenton Reserve was still recognised; however, the requirements for an agreement had been removed. S Docherty recommended that this be investigated again in five years when the bylaw was reviewed.

Question Seven: Do you agree with including a new clause acknowledging the Hurunui District Council Northern Pegasus Bay Bylaw?

S Docherty noted that the Council Bylaw had been developed and was detailed, whereas the Hurunui District Council Bylaw had only been reviewed once, and no changes had been made since it was established in 2015.

THERE BEING NO FURTHER BUSINESS THE HEARING ADJOURNED AT 10:17AM.

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE NORTHERN PEGASUS BAY BYLAW PANEL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 3 SEPTEMBER 2024 AT 11.30AM

HEARING PANEL MEMBERS PRESENT

Councillor A Blackie (Chairperson)
Councillor J Goldsworthy
Councillor P Redmond
Kaiapoi-Tuahiwi Community Board Member T Bartle
Woodend-Sefton Community Board Member S Powell

IN ATTENDANCE

A Connor (Governance Support Officer).

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

Moved: T Bartle

Seconded: Cr Goldsworthy

THAT the Northern Pegasus Bay Bylaw Hearing Panel:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Northern Pegasus Bay Bylaw Hearing, held 18 July 2024.

4. NORTHERN PEGASUS BAY BYLAW AMENDMENTS TO BE CONSIDERED

The following changes were requested to be made to the final Northern Pegasus Bay Bylaw:

- **Page Six, paragraph three:**

'The 2016 bylaw prohibited dogs from the estuary, apart from permitted gamebird dogs during the gamebird hunting season, in order to offer greater protection to critically endangered or threatened bird species. Consultation for the 2023/24 bylaw review identified a need to extend the prohibited area for dogs in the estuarine area to include the entirety of the spit south of the Ashley River/Rakahuri. This 2024 bylaw has also removed the exemption for gamebird dogs.'

Remove: *'Consultation for the 2023/24 bylaw review identified a need to extend the prohibited area for dogs in the estuarine area to include the entirety of the spit south of the Ashley River/Rakahuri. This 2024 bylaw has also removed the exemption for gamebird dogs.'*

- **Page Six, paragraph five:**

'The bylaw also recognises the significance of the area as a regional sport fishery and provides limited vehicle access via a permit system for the annual open season set by the Whitebait Fishing Regulations 2021, currently 1 September to 30 October (inclusive).'

Remove 'currently 1 September to 30 October (inclusive)'.

- **Page 15 – Definition of Motorcycle**

Remove: 'when fitted with a sidecar'.

- **Page 17, clause 7.1:**

The Land Transport Act 1998 defines the beach as a road and therefore all motor vehicles driven on the beach are required to be registered and licensed, and all drivers are required to be licensed, where they are required to be registered and licensed under the Act.

Remove: 'and licensed' as a registered vehicle was the same as a licensed vehicle.

- **Page 21, clause 16.2:**

'All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in Schedule 6.'

Add: Subject to clause 16.3,

- **Page 21, clause 16.3:**

'Holders of Fish and Game Hunting Licenses are restricted to use dogs for the activity of gamebird hunting in a specified area of the Ashley River/Rakahuri and Saltwater Creek estuarine areas during game bird hunting season, as described and set out in Schedule 8.'

Change: 'restricted' to permitted.

- **Page 25, clause 21.1:**

'The Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023) is hereby amended.'

Change: 'amended' to revoked.

Cr Blackie confirmed the panel's recommendations regarding increased enforcement, signage, and education would go to Council as part of the report to adopt the Bylaw.

Moved: Cr Blackie

Seconded: Cr Redmond

THAT the Northern Pegasus Bay Bylaw Hearing Panel:

- (a) **Receives** the amendments to the Northern Pegasus Bay Bylaw (Trim Ref: 240830147209).
- (b) **Notes** that staff will prepare an amended draft of Northern Pegasus Bay Bylaw 2024, which reflects the decisions made by the Hearing Panel, and then report back to the Council for final adoption of the Bylaw.

CARRIED

DUE TO THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.02PM.

WAIMAKARIRI DISTRICT COUNCIL

NORTHERN PEGASUS BAY BYLAW **2016** **(AMENDED 2023) 2024**

Adopted Council meeting held on
01 October 2024
The Northern Pegasus Bay Bylaw 2016
(amended 2023) was adopted at a
Council meeting held on 2 May 2023

Chief Executive

Governance Manager



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WAIMAKARIRI DISTRICT COUNCIL NORTHERN PEGASUS BAY BYLAW ~~2016 (amended 2023)~~2024

PREAMBLE

This preamble is intended to explain the bylaw's context and general intention.

A number of agencies own or manage land within or adjacent to the area covered by this bylaw. These are the Waimakariri District Council, Environment Canterbury, the Department of Conservation, Land Information NZ Toitū Te Whenua and Te Kōhaka o Tūhaitara Trust.

The proposed bylaw seeks to address the following key issues:

- Health and safety of beach users.
- Conflicts between incompatible recreation activities.
- The impact of offensive behaviour on other beach users' enjoyment or use of the beach.
- Impacts of recreation use on the dune systems and on the wildlife and vegetation of the estuaries and lagoons.
- Disturbance and destruction of foreshore habitats.

Legislative Context and Links to other Documents

The management of the coastal environment is legislated by various Acts. These include, but are not limited to, the Resource Management Act 1991, Ngāi Tahu Claims Settlement Act 1998, Marine and Coastal Area (Tukutai Moana) Act 2011, Local Government Act 2002, Land Transport Act 1998, Reserves Act 1977, Conservation Act 1987, Wildlife Act 1953, Marine Mammals Protection Act 1978, Dog Control Act 1996, Fire and Emergency NZ Act 2017, Freedom Camping Act 2011 and Whitebait Fishing Regulations 2021.

Additional documents that have been taken into consideration in developing this bylaw include the following:

- Treaty of Waitangi.
- Kemp's Deed.
- Waimakariri District Council Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.
- Mahaanui Iwi Management Plan 2013.
- NZ Coastal Policy Statement 2010 (Resource Management Act 1991).
- Regional Coastal Environment Plan for the Canterbury Region 2005 (Resource Management Act 1991).
- Waimakariri District Council District Plan and Proposed District Plan (Resource Management Act 1991).
- Waikuku Beach Reserve Management Plan 2010 (Reserves Act 1977).
- 2018 Waimakariri Coastal Natural Character Study
- Environment Canterbury Ashley Rakahuri Management Plan 2023.
- Canterbury (Waitaha) Conservation Management Strategy 2016 (Conservation Act 1987).
- Environment Canterbury Navigation Safety Bylaw 2016 (Local Government Act 1974).
- Estuarine Research Report 38 – impacts of vehicles on juvenile tuatua on Pegasus Bay surf beaches 2010.
- Estuarine Research Report 39 – assessment of intertidal tuatua 2009.

The legislative boundaries map at the end of this section shows the interface between the various rules and policies contained within the Regional Coastal Environment Plan (coastal marine area boundary), the Waimakariri District Council's District Plan (coastal marine area boundary), the Canterbury Conservation Management Strategy (conservation areas), the proposed Ashley/Rakahuri Regional Park Management Plan, the Reserves Act 1977 (local purpose reserves) and the Ngāi Tahu Claims Settlement Act 1998 (Fenton Reserves and Entitlements).

There are also other Council bylaws that apply to the coastal area. These include the Waimakariri District Council Dog Control Bylaw 2019 and the Alcohol Control Bylaw 2018. Reference has been made in this bylaw to the relevant clauses in bylaws listed, to prevent coastal users having to research other Council bylaws to find out what rules apply.

Significance of Ashley River/Rakahuri and Saltwater Creek Estuarine Areas

The Ashley River/Rakahuri and associated estuarine areas link up with the 550-hectare Tūhaitara Coastal Reserve which stretches 10.5 km from the estuary and contains many protected wetlands. This string of wetlands has important values for some special invertebrate and plant communities and combined creates a large area of significant attraction to birdlife, the majority of which are indigenous and regarded as taonga by local iwi. The estuary, with its large areas of tidal mudflats at the conjunction of the Ashley River/Rakahuri and Pacific Ocean, is recognised as one of the best shorebird feeding sites on the South Island's eastern coastline. It is the largest, least modified estuary in Canterbury with a variety of ecosystems and habitats and observations of up to sixty bird species at any visit are common.

The Ashley River/Rakahuri estuarine area is recognised by the International Union for the Conservation of Nature (IUCN) as a wetland of 'international significance'. The Regional Coastal Environment Plan for the Canterbury Region lists the Ashley River/Rakahuri and Saltwater Creek Estuary as an area of 'significant natural value with Māori cultural values; wetlands, estuaries, and coastal lagoons; marine mammals and birds; ecosystems, flora and fauna habitats; historic places; and coastal landforms and associated processes' occurring in the area. The Ashley River/Rakahuri Estuary and wider Pegasus Bay wetlands are designated 'Important Bird Areas' by Birdlife International (of which Forest and Bird is the NZ partner) and the threatened native braided river birds breeding on the river are a priority for protection in the Biodiversity Strategy for the Canterbury Region. The Department of Conservation rates the area as being of 'significant conservation value' and is the administering body for five Local Purpose Reserves under the Reserves Act 1977 and two stewardship areas under the Conservation Act 1987 located in the area. One of these stewardship areas, known as the Conservation Area Pacific Ocean Foreshore, is described by the Department as being a 'priority ecosystem'. The Banks Peninsula Marine Mammal Sanctuary runs up the coastline extending four nautical miles out to sea from the mean high water springs mark.

The estuarine wetlands are the feeding, roosting, and breeding grounds of a large number of native birds, including some threatened and critically endangered species such as the black-billed gull (the world's most endangered gull), the black-fronted tern, banded dotterel and wrybill. Wrybill, the only bird in the world with a bill that bends sideways, feed in the estuary and breed upstream in the braided river. The wetlands are an important summer resting and feeding site for a large number of locally resident and migrant wader species. Wrybills, banded dotterels, pied stilts and pied oystercatchers start to pass through in late August with small numbers of other northern hemisphere wading birds arriving in September and staying into April. Godwits also arrive in September to feed and rest after an 11,000 km non-stop trip from Alaska, preparing for their return journey in later March. In winter the Estuary is home to the white heron and very rare black stilt. The area is also an important breeding ground for fish such as flounder and whitebait.

~~As part of the Bylaw consultation process, Local~~ conservation-orientated organisations and bird specialists ~~identified~~ identify a number of activities that could have a negative impact on the important ecological and wildlife values of the Ashley River/Rakahuri and Saltwater Creek estuarine areas. The ~~need to offer additional protection to this internationally significant area was well supported by submitters to the proposed 2015 Bylaw and the proposed 2016 bylaw~~ attempts to reduce the tension between environmental protection and recreational use by prohibiting activities that are able to be carried out elsewhere on the beach and restricting other site-specific activities. Examples of prohibited activities that can be carried out in other less ecologically sensitive coastal areas are horse riding, exercising dogs, land yachting, using model aircraft and drones, and taking off or landing aircraft, including microlights and helicopters.

Aerial activities can be seen as a threat to some birds who stay in the air while these are taking place. This interferes with their normal feeding, resting, nesting and roosting activities and puts chicks at risk of overheating or predation.

~~Since the bylaw was introduced in 2010, dogs were still frequently observed chasing birds and disturbing their nests. Scientific studies show that the presence of dogs causes disturbance and stress to birds causing physical displacement that impacts where the birds feel safe to feed, breed and rest. In the The 2016 review Dogs were bylaw prohibited dogs from the estuary, apart from permitted gamebird dogs during the gamebird hunting season, in order to offer greater protection to critically endangered or threatened bird species. Consultation for the 2023/24 bylaw review identified a need to extend the prohibited area for dogs in the estuarine area to include the entirety of the spit south of the Ashley River/Rakahuri. This 2024 bylaw has also removed the exemption for gamebird dogs.~~

The estuary is the only safe training and self-landing area for kite surfing within the district and this is ~~now~~ a restricted activity, subject to an agreement between the Council, kite surfing community and bird conservation groups.

The bylaw also recognises the significance of the area as a regional sport fishery and provides limited vehicle access via a permit system for the annual open season set by the Whitebait Fishing Regulations 2021, currently 1 September to 30 October (inclusive), from mid-August to the end of November each year.

Protection of Foreshore Habitats

The intertidal coastal area is a very important feeding area for birds. Vehicles disturb birds feeding, resting, and nesting in built-up areas of driftwood. They also disrupt their food sources by killing or stressing species such as tuatua that live in the sand.

A 2010 study of tuatua found that juvenile tuatua were largely found just adjacent to and beneath the high tide line along the beach whilst adult tuatuas were found closer to the low tide line along the beach. Another study in 2010 found a relationship between the number of vehicle passes and tuatua damage with juvenile tuatua being more at risk from crushing than the larger more mature adults. The compactness of wet sand was also found to favour tuatua survival.

The bylaw offers some protection to tuatua by providing vehicle free areas and attempting to reduce the number of vehicles driving on the rest of the beach. Vehicles are also required to be driven below the high tide mark, apart from at the Waimakariri River Mouth where this is unsafe because of changes in levels along the side of the river. While vehicles driving on wet sand will damage adult tuatua, the more vulnerable juvenile tuatua living higher up the beach will be better protected. The impact of horse hooves on tuatua has been found to be similar to that of vehicles and the equestrian free area at Waikuku offers some protection.

Protection of Dune System

The 2018 Waimakariri Coastal Natural Character Study identifies the most significant dunes of the Canterbury coastline are located along the backshore of Pegasus Bay. Vehicles and motorcycles in the dunes continue to be a problem, particularly at Waikuku, Pines and Kairaki Beaches, and a number of submitters to the proposed 2015 Bylaw provided the hearing panel with photographic evidence of the damage done to the coastal environment by vehicles and motorcycles. The dunes provide beach settlements with some protection against coastal hazards, including those exacerbated by climate change. ~~and d~~Damage to the vegetation caused by vehicles and motorbikes accelerates coastal erosion.

Vehicles have been prohibited from the dunes, and motorcycles have been prohibited from the beach altogether to try and address this problem as well as other safety concerns.

Safety Concerns of Beach Users, Conflicts between Different Types of Recreational Activity and Public Nuisance

A Beach User Survey has been conducted in 2019, 2021 and 2023/24. These surveys provide Council staff and the Northern Pegasus Bay Advisory Group with feedback and evidence of what's important to locals and visitors to our beaches as well as highlighting main issues and any conflict occurring along the Northern Pegasus Bay coastline. All three surveys identify unsafe or inappropriate driving of vehicles as the main issue followed by the lack of dog control by some users. Vehicles and motorbikes continue to be a problem, particularly in Waikuku, Pines, Kairaki and Ashworths Beaches. A summary report for each of the surveys is available on the council's website.

A number of submitters to the proposed 2015 Bylaw expressed safety concerns about the use of the beach for low key recreation activities such as walking, running, swimming and picnicking at the same time as horse riding, horse training, land yachting, driving and motorcycle riding. The lack of control of some dogs on the beach around other users, particularly children and horses, was also a concern for some people. In one instance, the hearing panel was shown photographic evidence of a vehicle and motorcycle passing through a busy flagged surf patrol area close to a toddler sitting on the beach. Vehicles had been prohibited from the area in question since the bylaw was introduced in 2010. Other submitters had incidences of accidents, near misses and verbal abuse to report.

The bylaw attempts to resolve identified public health, safety and nuisance issues in a way that is no more than reasonably necessary by:

- Giving priority to the most vulnerable beach users, such as children, bathers and other people on foot ~~and bathers~~.
- Designating zones away from the most popular swimming beach (Waikuku Beach) for activities such as recreational horse riding, horse training, land yachting and driving.
- Prohibiting dogs, vehicles and horse trainers from passing through flagged surf patrol areas and requiring recreational horse riders to take due care and land yacht operators to dismount if passing through on a return trip is unavoidable.
- Reducing the number of vehicles on the beach by prohibiting recreational driving and motorcycles.
- Clearly setting out personal responsibilities around the use of a vehicle on the beach (the same as on a road) ~~and dog control~~.
- Requiring beach users to have effective control of their dogs at all times.
- Prohibiting or restricting dogs from areas with high biodiversity value, where there are critically endangered or threatened bird species.
- Requiring the use of the beach for horse training to be in accordance with a user agreement.

- Requiring all beach users to be aware of each other and not impact on another's use or enjoyment of the beach.

Te Ngāi Tūāhuriri Values

Ngāi Tūāhuriri concepts involving land, water and resources are determined by a very complex system of inter-relations and while free to utilise the resources, Ngāi Tūāhuriri are also restrained by a system of controls.

In an economic sense, the resources of an area determined the welfare of the people. The abundance, or lack of, directly affected the mana (prestige) of every tribal group. Traditionally the acquisition and maintenance of the exclusive right to those resources was central to the core of Māori society. The seasonal collection of these resources and the resulting community effort therefore also formed a very important part of the community's strength.

These seasonal activities were a time for Whanaungatanga – renewing contacts with distant relations, Whakatinana o ngā uara – of reinforcing traditional and cultural values, and Tikanga – of maintaining controls; thus providing a tangible link with the past. Another important example of cultural resource values is that of Manaakitanga – hospitality, towards guests. Tradition dictates that as hosts, Tūāhuriri whānau of this area must prepare the best local foods for manuhiri.

Mahinga kai was specifically recognised and protected in Kemp's Deed in 1848 and advanced within Te Kerēme, the Ngāi Tahu Claims Settlement Act 1998. It describes the natural resources gathered by Māori and the places and practices used in doing so. Mahinga kai is an important value and activity that will be acknowledged and provided for within the bylaw process and through ongoing partnership.

The Rakahuri Awa/Ashley River and Northern Pegasus Bay coastal area was a significant area for mahinga kai. Fenton Reserves and Fenton Entitlements were set aside for occupation and access to mahinga kai and some of these are located in or close to the estuary. Fenton Reserve owners and holders of Fenton Entitlements have a legal right to access waterways associated with these reserves and entitlements for mahinga kai purposes. The Ngāi Tahu Claims Settlement Act 1998 makes provision for Fenton Reserve owners and holders of Fenton Entitlements to have access up to 210 days per year for the above purposes, including the erection of temporary camping shelters. In the preparation of this bylaw these rights have been considered and applied.

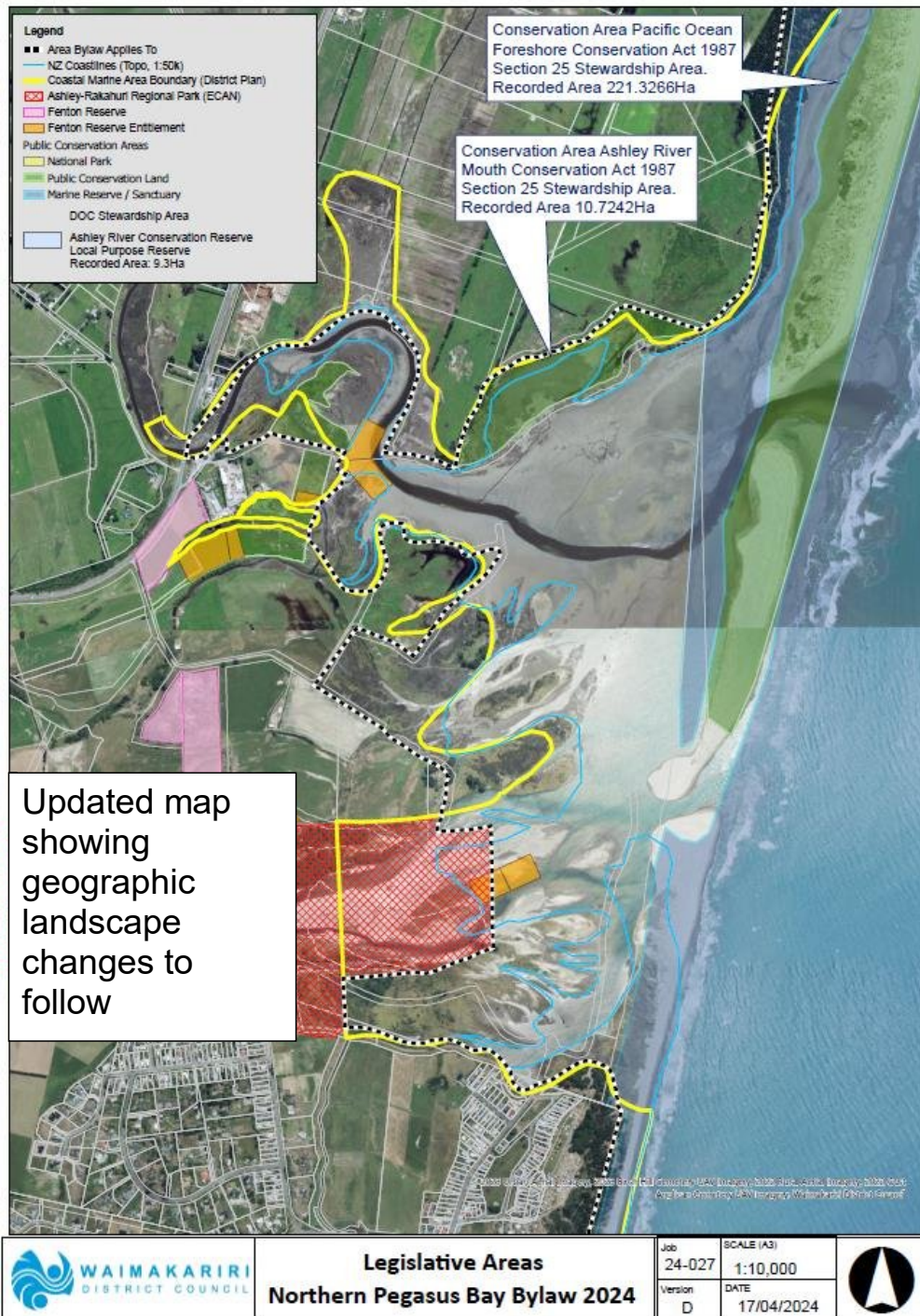
Traditional values and controls regarding water are included in the Tribe's spiritual beliefs and practices. This recognises and reinforces the absolute importance of water quality and quantity to both mahinga kai and hygiene. Water is held in the highest esteem because the welfare of all life that it contains determines the welfare of the people reliant on those resources.

Traditionally water was the centre of all activity within Māori society. It provided the preferred transport medium, supported fish and shellfish populations and was used in religious ceremonies, including burials, and also for recreational activities. For these reasons and like most other cultures, settlements were centred beside, or in close proximity to major waterways.

This dependence on kai-moana, kai-awa and kai-roto is a subject that has remained constant throughout Ngāi Tūāhuriri history. Over time Ngāi Tūāhuriri accumulated an extensive amount of knowledge about the resources within its' rohe, particularly water-sourced foods. Harvesting methods reflect a sophisticated understanding of the breeding cycles, migration times and feeding habits of all the important fresh and salt-water species, with different names being used for the same fish at different parts of its life cycle.

Connected to the concept of water guardianship is the matter of tapu. Water was declared tapu for several reasons. The best examples of Wai-Tapu are those waterways that act as burial places. Because of their primary use, food is not taken from these places. One such incident associated with this bylaw area is along the South bank of the Rakahuri, where Te Rauparaha dug up the remains of an elderly Ngai Tūāhuriri woman. Subsequently those Tūāhuriri whānau knowledgeable in this history do not gather kai awa from that particular stream and surrounding area.

The Council acknowledges the sensitivity around the scattering of human ashes within the area covered by this bylaw and the concern Te Ngāi Tūāhuriri Runanga has for the impact on cultural values and customs and advises avoiding using mahinga kai areas and associated waterways for this purpose.



1. TITLE

1.1. This bylaw is made pursuant to sections 145, 146 (b)(vi) and 153 (3) of the *Local Government Act 2002* and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the *Land Transport Act 1998*.

1.2. This bylaw is the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* ~~(amended 2023)~~ 2024.

2. DATE OF COMMENCEMENT

2.1. This bylaw replaces the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* ~~(amended 2023)~~ and comes into force on 01 November 2024 ~~30 June 2023~~.

3. APPLICATION AND PURPOSE

3.1. The purpose of this bylaw is to control activities on the beaches, including the foreshore and adjacent land areas of Northern Pegasus Bay, in order to:

- a) ~~Protect the natural values of the foreshore and estuary environment while acknowledging community values associated with its use~~
- a)b) Manage recreational uses for the benefit and enjoyment of all users
- b)c) Minimise environmental impacts arising from this recreation activity
- c)d) Protect, promote and maintain public health and safety
- d)e) Protect the public from nuisance
- e)f) Minimise the potential for offensive behaviour in public places.

3.2. Activities that are prohibited from the whole of the bylaw area include recreational driving, all motorcycles and unregistered and unlicensed vehicles. Freedom camping, fires, fireworks, interfering with wildlife, erecting or interfering with buildings and permanent structures without permission and introducing substances that could harm other people, animals or plants are also prohibited.

3.3. Activities that are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas include equestrian and dog-related activities; operating land yachts, drones and model aircraft. Driving vehicles without a permit or exemption is also prohibited in this area.

3.4. Vehicles are also generally prohibited from between the Ocean Outfall and the Ashley/Rakahuri River Mouth. Land yachts are prohibited from the area between the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail and the District's northern boundary.

3.5. Restricted activities (activities that have conditions attached) include:

3.5.1. Driving vehicles

- a) between the Kairaki Beach Car Park and the Ocean Outfall
- b) within the Ashley River/Rakahuri and Saltwater Creek estuarine areas

c) from the northern boundary of the district to the north of the Ashley/Rakahuri River Mouth

3.5.2. Horse training

3.5.3. Dog-related activities

3.5.4. Kite surfing in the Ashley River/Rakahuri and Saltwater Creek estuarine area

3.5.5. Using a land yacht between the Kairaki Beach Car Park and the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail.

3.5.6. Landing and taking off of aircraft

~~3.5. Restricted activities (activities that have conditions attached) include driving vehicles between the Kairaki Beach Car Park and the Ocean Outfall, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas and from the northern boundary of the district to the north of the Ashley/Rakahuri River Mouth, lighting fires, horse training, dog related activities, kite surfing in the Ashley River/Rakahuri and Saltwater Creek estuarine area and using a land yacht between the Kairaki Beach Car Park and the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail.~~

~~3.6.3.7. This bylaw acknowledges the Hurunui District Council (HDC) Northern Pegasus Bay Bylaw noting similar issues and purpose. Clauses in the HDC bylaw are not necessarily the same as this bylaw.~~

4. DEFINITIONS AND INTERPRETATION

In this bylaw, unless the context requires otherwise:

Absolutely protected or partially protected wildlife means all wildlife throughout New Zealand and New Zealand fisheries waters except for those specified in Schedules 1, 2, 3, 4 and 5 of the Wildlife Act 1953.

Access Route means an unformed track through sand that provides vehicle access, including that from the Ashley/Rakahuri River Mouth Car Park to the Ashley/Rakahuri River Mouth and foreshore, as shown in schedules 1 and 7.

Access Trail means a cleared defined pathway providing access to the beach for horses, as shown in schedule 2.

Authorised Officer means any person appointed by the Council to perform duties required under this bylaw, irrespective of the designation given to that person.

Beach means any land in the Waimakariri District adjacent to any seacoast which is part of the foreshore, as defined in this bylaw, or is land contiguous to and used in connection with the foreshore and including dunes, and to which the public has a right of access. For the purposes of this bylaw, the beach therefore includes the foreshore and coastal land on both sides of the level of mean high-water spring. The coastal marine areas diagram included in this section depicts the location of mean high-water spring.

Bed means in relation to the sea, the submarine land areas covered by the sea. The coastal marine areas diagram depicts the location of the bed.

Commented [SD1]: I've changed the layout to make it clearer to read

Building means a temporary or permanent movable or immovable structure (including a structure intended for occupation by people, animals, machinery or chattels) as defined in section 8 (1)(a) of the Building Act 2004. This does not include any structure erected by beach users for shade or shelter for less than one day's duration.

Coastal Environment means the environment in which the coast is a significant part or element. It includes the coastal marine area and, the water, plants and animals associated with that area, and the atmosphere above it, and dunes, beaches, areas of coastal vegetation and fauna, areas subject to coastal erosion or flooding, salt marshes, coastal wetlands and estuaries, and coastal landscapes. The coastal marine areas diagram included in this section depicts the location of the coastal environment.

Coastal Marine Area means the foreshore, seabed, and coastal water, and the air space above the water –

- a) of which the seaward boundary is the outer limits of the territorial sea;
- b) of which the landward boundary is the line of mean high-water springs, except that where that line crosses a river, the landward boundary at that point shall be whichever is the lesser of –
- c) one kilometre upstream from the mouth of the river; or
- d) the point upstream that is calculated by multiplying the width of the river mouth by 5.

Council means the Waimakariri District Council, or any Officer authorised to exercise the authority of the Council.

Council/s means the Waimakariri District Council and/or the Environment Canterbury Canterbury Regional Council (ECan), or any Officer authorised to exercise the authority of one of these Councils.

Detritus means a build-up of organic matter such as driftwood, shells and seaweed on the foreshore due to wave or tide action.

District means the district within the jurisdiction, and under the control of the Waimakariri District Council.

Enforcement Officer means an officer or other person appointed by the Council/s to enforce the provisions contained in this bylaw and includes:

- a) any person warranted by the Council/s in accordance with section 177 of the Local Government Act 2002 as an enforcement officer.
- b) any ranger appointed by the Council/s under the Reserves Act 1977.
- c) any dog ranger or dog control officer appointed by the Council under the Dog Control Act 1996.
- d) any parking warden appointed by the Council under the Land Transport Act 1988.
- e) any enforcement officer defined as an enforcement officer under the Land Transport Act 1998.

Fenton Entitlement means an entitlement granted in favour of the holder (in this instance, particular people within Ngāi Tahu Whānui and their descendants) to occupy temporarily and exclusively the entitlement land for up to 210 days in any calendar year (excluding days on and from 1 May to 15 August). The entitlement is granted for the purposes of permitting the holders to have access to the waterway for lawful fishing and

gathering of other natural resources on the terms and conditions set out in the Entitlement and allows holders to erect camping shelters or similar temporary dwellings.

Fenton Reserve means a Fenton Reserve established by Judge Fenton in 1868 in accordance with Kemp's Deed to ensure on-going access by the beneficial owners to the associated waterways and their mahinga kai.

Firework means an object containing hazardous substances with explosive properties.

Foreshore means any land covered and uncovered by the flow and ebb of the tide at mean spring tides and, in relation to any such land that forms part of the bed of a river, does not include any area that is not part of the coastal marine area. The coastal marine areas diagram depicts the location of the foreshore.

Freedom Camp means to camp (other than at a camping ground) within 200 metres of a motor vehicle accessible area or the mean low-water springs line of any sea or harbour, or on or within 200 metres of a formed road or a Great Walks Track, using one or more of the following:

- a) a tent or other temporary structure.
- b) a caravan.
- c) a car, campervan, housetruck, or other motor vehicle.

Freedom camping does not include the following activities.

- a) temporary and short-term parking of a motor vehicle.
- b) recreational activities commonly known as day-trip excursions.
- c) resting or sleeping at the roadside in a caravan or motor vehicle to avoid driver fatigue.

Horse training/Horse trainers means an equestrian activity that is carried out in relation to an involvement with the horse racing industry.

Kite Surfing means being propelled over water by means of a kite on a board or similar craft.

Land Yacht means a wind-driven recreation vehicle, usually consisting of three wheels supporting a bare-frame structure, mast and sail. In this context the term also refers to recreation vehicles known as blokart and sand yachts. Land yachts are used especially on beaches and other sandy areas.

Last High Tide means the last time after a low tide (there is approximately a 12-hour cycle from high tide to high tide) that the tide has been at its fullest so that the sea water reaches its highest level on the foreshore. The last high tide mark is generally able to be identified by a band of wet sand and detritus.

Mean High Water Spring means the highest level to which spring tides reach on average. This level is generally close to being the 'high water mark' where detritus accumulates on the shore annually. The coastal marine areas diagram depicts the location of mean high-water spring.

Mean Low Water Spring means the lowest level to which spring tides retreat on average. The coastal marine areas diagram depicts the location of mean low water spring.

Motorcycle means a motor vehicle, running on 2 wheels, or not more than 3 wheels when fitted with a sidecar, as defined in section 2 (1) of the Land Transport Act 1998

and any amending or replacement legislation. It includes a vehicle with motorcycle controls that is approved as a motorcycle by the Transport Agency but does not include a moped.

Motor Vehicle means a vehicle drawn or propelled by mechanical power, including a trailer, as defined in section 2 (1) of the Land Transport Act 1998 and any amending or replacement legislation. It does not include a mobility device.

Permission shall include a permit or exemption under this bylaw.

Recreational Driving means driving on the beach as an activity in itself and/or primarily for the pleasure of driving.

Recreational Horse Riders means the leading/riding/driving of horses along trails and the foreshore for pleasure/leisure, and for the enjoyment of the natural environment. This includes horse trainers delivering organised equestrian activities that fall outside of the horse racing industry such as riding lessons and treks.

Regional Council means the ~~Environment Canterbury Regional Council~~ (ECan), or any officer authorised to exercise the authority of the Council.

Shall indicates a mandatory requirement while the use of **should** indicates a recommendation.

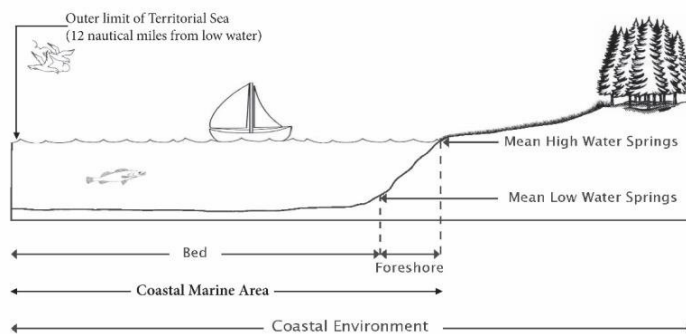
Sign includes a notice, label, inscription, billboard, plaque or placard.

Te Rūnanga o Ngāi Tahu means Te Rūnanga o Ngāi Tahu established by Section 6 of Te Rūnanga o Ngāi Tahu Act 1996.

Under Control means that the dog is not causing a nuisance or danger and that the person in charge of the dog is able to obtain an immediate and desired response from the dog by use of a leash, voice commands, hand signals, whistles or other effective means.

COASTAL MARINE AREAS DIAGRAM

The following diagram shows where the various marine terms referred to in this bylaw are located within the coastal environment.



Part 1 – Prohibited and restricted activities in beach and adjacent land areas

5. PROHIBITED VEHICLE ACCESS

- 5.1. No person shall drive a motor vehicle to, from or on a beach, including the dunes, if prohibited from doing so by any clause within this bylaw.
- 5.2. No person shall ride a motorcycle on the beach, including the dunes.
- 5.3. No person shall drive a motor vehicle on the beach except in the areas outlined in Section 6 - Restricted Vehicle Access and described and set out in schedules 1 and 7 of this bylaw.
- 5.4. No person shall drive a motor vehicle on the beach for any purpose other than those specified in clauses 6.2, 6.3, 6.4 and 6.5 of this bylaw.
- 5.5. Recreational driving on the beach, as defined in section 4 is prohibited.

6. RESTRICTED VEHICLE ACCESS

- 6.1. Clauses 6 and 7, and the sub-clauses thereto, set out restrictions that apply to driving on any Council beaches that are authorised by this bylaw, notwithstanding the provisions of clauses 5.1 to 5.5.
- 6.2. A person may drive a motor vehicle from the Kairaki Beach Car Park, located at the Waimakariri River Mouth, to the Ocean Outfall, as described and set out in schedule ~~21~~. Vehicle access in this area is only for the purposes of boat launching or retrieval, taking machinery and equipment used for legitimate recreational purposes (this may include, but is not limited to jet skis, wind surfing boards and land yachts) to and from the water's edge, fishing, whitebaiting, mahinga kai gathering, or to enable disability access for holders of mobility parking permits.
- 6.3. A person may drive a motor vehicle in the restricted vehicle area, as described and set out in schedule ~~21~~, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth. Vehicle access in this area is, only for the purposes of boat launching or retrieval, taking machinery and equipment used for legitimate recreational purposes (this may include, but is not limited to jet skis, wind surfing boards and land yachts) to and from the water's edge, fishing, whitebaiting and mahinga kai gathering, or to enable disability access for holders of mobility parking permits.
- 6.4. A person, upon obtaining a permit, may drive a motor vehicle through the locked gate at the Ashley/Rakahuri River Mouth Car Park and along the access route, as described and set out in schedules ~~2-1~~ and ~~37~~, to gain access to the Ashley/Rakahuri River Mouth. Permits may be issued for the purposes of boat launching or retrieval, fishing, whitebaiting and mahinga kai gathering, and are subject to the terms and conditions described and set out in schedule ~~4-9~~ of this bylaw.
- 6.5. A person holding a permit in accordance with clause 6.4 of the bylaw shall remain on the access route marked by the Council, from the Ashley/Rakahuri River Mouth Car Park to the beach and then remain below the last high tide mark, as described and set out in schedules ~~2-1~~ and ~~37~~.

- 6.6. The access route marked by the Council from the Ashley/Rakahuri River Mouth Car Park to the River Mouth, as described in schedules 2-1 and 37, may be physically relocated from time to time by the Council, following receipt of river management engineering and ecological advice. Signage will be used to advise users of any changes to the location of the route.
- 6.7. People driving permitted or exempted motor vehicles shall stay clear of areas of driftwood and other detritus likely to be used for bird habitats in the Ashley River/Rakahuri and Saltwater Creek estuarine areas or on beach areas adjacent to the estuary.

7. USE OF VEHICLES - GENERAL CONDITIONS

- 7.1. The *Land Transport Act 1998* defines the beach as a road and therefore all motor vehicles driven on the beach are required to be registered and licensed, and all drivers are required to be licensed, where they are required to be registered and licensed under the Act.
- 7.2. No person shall drive a motor vehicle on a beach other than below the last high tide mark, unless it is unsafe to do otherwise, except when using an access route specified in this bylaw, or when at the Waimakariri River Mouth.
- 7.3. No person shall drive a motor vehicle through a beach area that is flagged for surf lifesaving patrols, except as provided for by approval under clause ~~46~~17, and subject to the conditions set out in any such approval.
- 7.4. No person shall drive a motor vehicle on a beach area that has been reserved, by the Council from time to time and for periods set by the Council, for events from which vehicular activities are excluded.
- 7.5. No person shall drive a motor vehicle on any beach, adjacent land area or access track at a speed in excess of 30 kilometres per hour or at a speed in excess of 10 kilometres per hour within 50 metres of any other person not in the motor vehicle.
- 7.6. No person shall drive or ride a vehicle on any part of the beach where vehicles are allowed, in a manner, which having regard to all the circumstances of the case, is or might be dangerous to the public or to any person.
- 7.7. All persons operating a motor vehicle on a beach shall give way and show due consideration to all bathers, persons on foot, ~~and to bathers~~, horses and other animals at all times. Birds and their nests must be avoided.
- 7.8. Any person who obtains a permit, permission or exemption under this bylaw to take a motor vehicle onto any beach shall strictly comply with any terms and conditions included within that permit or permission.

8. PROHIBITED HORSE ACCESS

- 8.1. No person shall drive, ride, lead, let wander or otherwise use any horse or horses within the prohibited area extending from immediately north of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail to the north of the Ashley /Rakahuri River Mouth, as described and set out in schedule 4-2 of this bylaw.

8.2. Horse training is prohibited on the beach outside of the permitted northern and Woodend Beach areas, as described and set out in schedule 4-2 of this bylaw.

8.3. Horses are prohibited from accessing the beach via the Pines Beach horse accessway at the end of Reid Memorial Avenue.

9. RESTRICTED HORSE ACCESS

9.1. Clauses 9 and 10, and the subclauses thereto, set out the restrictions on horse access that are authorised by this bylaw, notwithstanding the provisions of clauses 8.1 to 8.3.

9.2. Recreational horse riders and horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 42, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth.

9.3. Recreational horse riders may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 42, from Kairaki Beach to the south side of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail.

9.4. Horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse training area, as described and set out in schedule 42, which runs approximately 3.2 km's (2-mile training run) either side of the beach entrance to the Woodend Beach Horse Float Car Park and Access Trail.

9.5. Open access to the beach for recreational horse riders will be provided from the Kairaki Beach Car Park and at Pines Beach, via a horse step over bar located at the eastern end of Reid Memorial Avenue, as described and set out in schedule 42.

9.6. Open access to the beach for recreational horse riders and horse trainers will be provided along a trail from the Woodend Beach Horse Float Car Park, via a horse step-over bar, as described and set out in schedule 42. Access via a gate is also available during day light hours at the discretion of Te Kōhaka o Tūhaitara Trust. That trail only, and not surrounding land, shall be used for horse access.

9.7. A permit shall be required by all people seeking to take a horse through the locked access gate at the Waikuku Beach Horse Float Car Park and then along a trail to the beach, as described and set out in schedule 42. That trail only, and not surrounding land, shall be used for horse access.

9.8. Recreational horse riders should not pass through flagged surf lifesaving patrol areas. In the event this is unavoidable on a return trip, riders must take all care to safely pass through the flagged area.

9.9. Horse trainers shall not drive, ride, lead or otherwise pass with a horse through a flagged surf lifesaving patrol area.

9.10. No person shall drive, ride, lead, let wander or otherwise use any horse or horses, on a beach area that has been reserved by the Council from time to time and for periods set by the Council, for events from which those equine activities are excluded.

10. EQUINE ACTIVITIES – GENERAL CONDITIONS

- 10.1. Any person undertaking an equine-related activity on a beach area shall remain below the last high tide mark, except when on an access trail as described and set out in schedule 2, when moving from the access trail to the last high tide mark, when at the Waimakariri River Mouth, or to avoid a potentially unsafe situation.
- 10.2. Any person undertaking an equine-related activity on a beach area shall give way and show due consideration to pedestrians at all times.
- 10.3. Any person driving a horse and sulky shall stay well clear of pedestrians at all times and ensure their driving does not endanger any person, bird or other animal.
- 10.4. The use of the designated horse training area at Woodend Beach will be in accordance with a user agreement between the Council and Woodend Beach horse training representatives. This agreement is to be reviewed annually prior to the start of each summer season.
- 10.5. Any person in charge of a horse shall remove the faeces passed by their horse/s from the horse float car parks.

11. INTERFERENCE WITH BEACH AREAS AND OTHER BEACH USERS

- 11.1. Without the prior written permission of an authorised officer, no person shall on a beach, or adjacent land area:
 - a) Remove, destroy, damage, displace, deface, or otherwise interfere with any sign, post, fence, barrier, warning device, structure or building erected by the Council, ~~Environment Canterbury~~ ~~Canterbury Regional Council~~, Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club.
 - b) erect, construct, fix or place any sign, post, fence, barrier, warning device, structure or building except when the person is otherwise expressly authorised by the Council, ~~Environment Canterbury~~ ~~Canterbury Regional Council~~, Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club to do so.
 - c) introduce any substance that may cause injury to another person, animal or plant life.
 - d) destroy, injure, disturb or otherwise interfere with or cause distress to any roosting, nesting, resting or feeding birds or remove or destroy any bird nest or the contents of a bird nest.
- 11.2. No person shall intentionally obstruct, disturb, or interfere with any other person's legitimate use or enjoyment of the beach or adjacent land areas.
- 11.3. No person shall, without lawful authority, hunt, kill, dispose of, or have in his or her possession, any part of any absolutely protected or partially protected wildlife or marine wildlife, or rob, disturb, destroy, or have in his or her possession the nest of any such wildlife as per sections 3, 63 and 63A of the Wildlife Act 1953.

12. PROHIBITED FREEDOM CAMPING AREA

No person shall freedom camp within the bylaw area (See glossary for definition).

13. RESTRICTED AND PROHIBITED AREAS FOR SPECIFIED RECREATIONAL ACTIVITIES

- 13.1. ~~No person shall~~The use of a drone or model aircraft ~~or take-off or land an aircraft, including a microlight or helicopter,~~ within the Ashley River/Rakahuri and Saltwater Creek estuarine areas is prohibited, as described and set out in schedule ~~56. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary.~~

- 13.2. Taking off and landing of aircraft, including a microlight or helicopter, shall only occur in the restricted area at Ashworths Beach, as described and set out in schedule 5, and in accordance with a user agreement between the Council and the Canterbury Recreational Aircraft Club. This user agreement is to be reviewed annually, and whenever significant changes to the coastal environment necessitate additional reviews.

- ~~13.2-13.3.~~ 13.3. The Ashley River/Rakahuri and Saltwater Creek estuarine area, as described and set out in schedule ~~56~~, is a restricted area for kite surfing in accordance with a user agreement between the Council, ~~Department of Conservation, Environment Canterbury, and the~~ Northern Pegasus Bay kite surfing community, ~~Canterbury Windsports Association Inc, Birds NZ, the Ashley Rakahuri Rivercare Group Inc and Braided River Aid Inc (BRaid).~~ This user agreement is to be reviewed annually prior to the start of the kite surfing season, which runs from November to April, and whenever significant changes to the coastal environment during this period necessitate additional reviews.

- ~~13.3-13.4.~~ 13.4. Land yachts shall only be operated on the beach in the area between Kairaki Beach and the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail.

- ~~13.4-13.5.~~ 13.5. Land yacht operators shall not pass through flagged surf lifesaving patrol areas. In the event this is unavoidable on a return trip, operators must dismount and push their yacht through the flagged area.

- ~~13.5-13.6.~~ 13.6. Environment Canterbury's Navigation Safety Bylaw 2016 applies to the Ashley River/Rakahuri and estuary area. This bylaw requires powered watercraft to stay within a 5-knot speed limit when on the river or any of its tributaries, downstream of the State Highway 1 Bridge.

14. RESTRICTED FIRES CONTROL AREAS

- 14.1. Fires in the open air are prohibited within the bylaw area. Exemptions may be granted with prior written approval from the Waimakariri District Council, permitted within the Bylaw area during an open season unless lit within an area managed by another agency such as TKIT, DOC or ECAN. Fire and Emergency NZ (FENZ) require a fire permit issued by FENZ for lighting a fire during a restricted season. No fires are permitted to be lit in the open in the Bylaw area during prohibited fire seasons. Please note the fire seasons are defined and prescribed by FENZ.

Commented [SD2]: Previous draft clauses for braziers and cultural cooking fires have been removed.

~~15.0. Cultural activities, examples including haka and haka, are permitted and must adhere to FENZ safety guidelines.~~

15.1. Setting off any firework, flare or any other explosive material within the bylaw area is prohibited. Exemptions may be granted with prior written approval from the Waimakariri District Council.

16. DOG CONTROL

16.1. All dogs on the beach shall be kept under continuous and effective control at all times in accordance with this bylaw and the Dog Control Bylaw 2019.

~~17.1.16.2. All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 56, not withstanding the provisions of clause 16.3., but this requirement shall not apply to holders of Fish and Game Hunting Licenses who are permitted to use gamebird dogs during gamebird hunting season.~~

~~17.2.1.1. All dogs on the beach shall be kept under continuous and effective control at all times in accordance with this bylaw and the Dog Control Bylaw 2019.~~

16.4. All dogs shall be on a leash on the seaward facing spit adjacent to the estuarine area to the low tide mark north of the Waikuku northern car park and south of the Ashley/Rakahuri River Mouth, as described and set out in schedule 3. In accordance with this Bylaw and the Dog Control Bylaw 2019.

~~17.3.16.5. All dogs are prohibited from staying within~~ the areas marked by surf lifesaving patrol flags and from an area extending 50 metres beyond the flags, but can pass directly through provided the dog is on a short leash and under effective control, in accordance with this bylaw and the Dog Control Bylaw 2019.

~~17.4.16.6.~~ Dogs which are not able to be kept under effective voice control around horses shall be placed on a leash when in the vicinity of a horse.

~~17.5.16.7.~~ Any dog found not under continuous and effective control on the beach may be seized and detained by any authorised officer, or a person employed by the Council, and be impounded in accordance with this bylaw and the Dog Control Bylaw 2019.

~~17.6.16.8.~~ No person being the owner of, or having the control of, any dog shall permit the dog to foul any part of the beach with droppings, provided that no offence shall be deemed to have been committed against this bylaw and the Dog Control Bylaw 2019 when the person having control of the dog removes the droppings immediately.

~~17.7.16.9.~~ The owner or person in charge of any dog on the beach shall carry a suitable receptacle for the removal of any faeces defecated by that dog in accordance with this bylaw and the Dog Control Bylaw 2019.

Part 2 – Other Matters

17. EXEMPTIONS

~~18.1.17.1.~~ This bylaw does not apply to any person who commits an act that is done:

- a) in accordance with a valid and current contract for services with the Council; or
- b) on a voluntary basis in accordance with a valid and current agreement entered into with the Council; or
- c) by a member of the emergency services in the course of carrying out his or her duties as a member of the emergency services; or
- d) in accordance with any operative reserve management plan, or pursuant to any resource consent under the Resource Management Act 1991.

~~18.2.17.2.~~ This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. ~~This access is to be managed through an agreement with Fenton Reserves/Entitlements Trustees that sits alongside the bylaw and is consistent with the principles of kaitiakitanga, the underlying rights/purpose of the reserves and entitlements and the values expressed in the bylaw.~~

~~18.3.17.3.~~ Notwithstanding any prohibition or restriction on driving a vehicle set out in this bylaw, a person may drive a vehicle on a beach in the following circumstances, providing permission is first obtained from an authorised officer:

- a) by or on behalf of the Council, ~~Environment~~ Canterbury ~~Regional Council~~, a government agency, or the Fish and Game Council, or an approved voluntary group, for the provision of enforcement services, for monitoring or ranger services, or for the rescue, protection, or disposal of marine animals or other wildlife or animals; or
- b) by or on behalf of the Council, ~~Environment~~ Canterbury ~~Regional Council~~ or a government agency for water quality sampling, flood protection, the control or cleanup of contaminants, or resource investigations or monitoring; or
- c) by or on behalf of the Council, ~~Environment~~ Canterbury ~~Regional Council~~ or a government agency, the Canterbury Surf Lifesaving Association or a surf lifesaving club, Te Kōhaka o Tūhaitara Trust, an approved 4WD club, or an approved voluntary group, for track maintenance, beach and beach facility maintenance, pest control, or the removal of rubbish or beach cast material; or
- d) by or on behalf of the Council, ~~Environment~~ Canterbury ~~Regional Council~~, a government agency, the New Zealand Police, the New Zealand Fire Service, the New Zealand St. Johns Ambulance Service, the New Zealand Defence Force, the Canterbury Surf Lifesaving Association or a surf lifesaving club, the New Zealand Coastguard or an approved 4WD club, for the undertaking of civil defence, police, medical, temporary military training activities, rescue or firefighting training.

~~19.18.~~ PERMISSION UNDER THIS BYLAW

~~19.4-18.1.~~ A written permission granting exemption from a provision or provisions of this bylaw may be given on written request to the Council or an authorised officer of the Council who has been delegated this role by the Council.

~~19.2-18.2.~~ A permission given under this bylaw may relate to:

- a. an activity or event or a series of activities or events, as the case may be.
- b. one or more clauses under this bylaw as is appropriate in the circumstances.

~~19.3-18.3.~~ Any permission given under this bylaw may be subject to such terms and conditions as the Council or authorised officer giving the permission thinks fit.

~~19.4-18.4.~~ The permission shall set out:

- a. the activity or event or activities or events which is, or are permitted or exempted; and
- b. the duration of the permission or exemption; and
- c. the areas to which the permission or exemption relates; and
- d. any conditions to which the permission or exemption is subject.

~~19.5-18.5.~~ The Council may review and alter or cancel any permission or exemption given under this bylaw and will provide reasonable notice of any alteration or cancellation to the affected party.

~~19.6-18.6.~~ Where this bylaw refers to written permission, that permission may be in electronic form.

~~20-19.~~ FEES

~~20.1-19.1.~~ For every application made for a permit, permission or exemption or other authority under this bylaw, the applicant shall pay to the Council such fee as the Council may prescribe in accordance with section 150 of the *Local Government Act 2002*.

~~20.2-19.2.~~ The Council may, from time to time, by resolution that is publicly notified, specify the fees payable in respect of the issue of any permit, permission or exemption under this bylaw. The Council will consult on, and publicly notify its intended fees prior to making a resolution to fix such fees.

~~21-20.~~ BREACHES AND PENALTIES

~~21.1-20.1.~~ Every person commits a breach of this bylaw who:

- a) commits, or causes to be committed, any act contrary to this bylaw; or
- b) omits, or knowingly permits to remain undone, any act required by this bylaw; or

- c) refuses or neglects to comply with any direction, permit, permission, exemption, notice or any condition in any such notice whether public or private, given pursuant to this bylaw; or
- d) obstructs or hinders any authorised or enforcement officer of the Council in the performance of any power, or duty conferred upon him or her by this bylaw or fails to comply with the instructions of an authorised or enforcement officer given pursuant to this bylaw; or
- e) fails to give their name and address to an enforcement officer when requested to do so if the officer considers this bylaw has been breached.

21.2-20.2. A breach of this bylaw is an offence and every person is liable on summary conviction to the applicable penalty provided for in the *Local Government Act 2002* and the *Land Transport Act 1998*, or such other penalty as may be prescribed in any other legislation in force at any applicable time.

21.3-20.3. In addition to summary conviction, a person may also be liable for an infringement fee as prescribed in the *Land Transport Act 1998*, *Resource Management Act 1991*, *Dog Control Act 1996* or in regulations made under the *Local Government Act 2002*.

21.4-20.4. The Council may apply to the District Court to grant an injunction restraining a person from committing a breach of this bylaw, notwithstanding that proceedings for any offence constituted by the breach have not been taken.

21.5-20.5. On being shown a current warrant of appointment by an enforcement officer, any person who is requested to do so shall provide their name and address and the name and address and whereabouts of any person connected in any way with the alleged breach, to the enforcement officer if that officer believes on reasonable grounds that a provision of the bylaw has been or is being breached.

21.6-20.6. Every person who breaches this bylaw, shall on request by an enforcement officer immediately stop the activity, and leave the beach or adjacent land area, including any prohibited area, if instructed to do so by the enforcement officer and may be prohibited from returning for such period as the enforcement officer deems fit.

21.7-20.7. Any person failing with all reasonable speed to comply with a request under clause 20.6 commits a further offence against this bylaw.

21.8-20.8. The Council reserves the right to cancel a vehicle or horse access permit, any user agreement or any written permission or exemption held by a person who is breaching or has breached this bylaw.

22.21. REVOCATIONS AND SAVINGS

22.1-21.1. The Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023) is hereby ~~amended~~ revoked.

22-2-21.2. Any approval, permission or authorisation under the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023) that is in effect at the commencement of this bylaw, continues to have full force and effect for the purposes of this bylaw, as long as it is consistent with any relevant clause in this bylaw.

22-3-21.3. The revocation of the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023) under clause 20-4-21.1 does not prevent any legal proceedings, criminal or civil, being taken to enforce that bylaw and such proceedings shall continue to be dealt with and completed as if the bylaw had not been revoked.

23-22. REVIEW OF BYLAW

23-1-22.1. A comprehensive review of this bylaw shall be carried out no later than 2024 2029 as required by the *Local Government Act 2002*.

23-2-22.2. The Council reserves the right to carry out an early review of any aspect of the bylaw that has not been found to have been effective in addressing identified user conflicts, health and safety concerns, matters of public nuisance and environmental issues.

Part 3 – Schedules

24-23. SCHEDULE 21: VEHICLE ACCESS MAP

Schedule 2-1 is a map (see attached) showing approved vehicle access routes and prohibitions and restrictions on vehicle use on Waimakariri District beaches, as specified in clauses 5, 6 and 7 of this bylaw.

25-24. SCHEDULE 42: HORSE ACCESS MAP

Schedule 4-2 is a map (see attached) showing designated horse float car parks, horse access trails and permitted areas for recreational riding and horse training on the Waimakariri District's beaches as well as prohibited areas, as specified in clauses 8 and 9 of this bylaw.

25. SCHEDULE 3: DOG ACCESS MAP

Schedule 3 is a map (see attached) showing prohibited and restricted areas for walking dogs on the Waimakariri District's beaches, as specified in clauses 16.2, 16.4 and 16.5 of this bylaw.

26. SCHEDULE 64: LAND YACHT ACCESS MAP

Schedule 6-4 is a map (see attached) showing permitted and prohibited areas for operating land yachts on the Waimakariri District's beaches, as specified in clauses 13-3-13.4 and 13-4-13.5 of this bylaw.

27. SCHEDULE 5: AIRCRAFT ACCESS MAP

Schedule 5 is a map (see attached) showing permitted and prohibited areas for landing and taking off of aircraft on the Waimakariri District's beaches, as specified in clause 13.2 of this bylaw.

27-28. SCHEDULE ~~56~~: RECREATION ACTIVITY MAP FOR ASHLEY RIVER/ RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS

Schedule ~~56~~ is a map (see attached) showing the Ashley River/Rakahuri and Saltwater Creek estuarine areas where the recreational activities specified in clauses 8.1, 13.1 and ~~15-16.2~~ of the bylaw are prohibited. It also shows the activities that are restricted, as specified in clauses ~~13-213.3~~ and ~~13-513.6~~ of this bylaw.

28-29. SCHEDULE ~~37~~: VEHICLE ACCESS MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS

Schedule ~~37~~ is a map (see attached) showing where vehicles are prohibited in the Ashley River/Rakahuri and Saltwater Creek estuarine areas, the location of the car park, vehicle access gate and access route for permitted vehicles, as specified in clauses 6.4 and 6.5 of this bylaw. Permitted vehicles shall stay clear of areas of driftwood and other detritus likely to be used for bird habitats on the access track, as set out in clause 6.7 of this bylaw. The map also shows the Fenton Reserves and Entitlements located in the general area.

30. SCHEDULE 8: DOG ACCESS FOR GAMEBIRD HUNTING PERMIT HOLDERS MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS

Schedule 8 is a map (see attached) showing where holders of Fish and Game Hunting Licences are permitted to use dogs while hunting during gamebird hunting season in the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as set out in clause 16.3 of this bylaw.

29-31. SCHEDULE ~~49~~: ASHLEY/RAKAHURI RIVER MOUTH MOTOR VEHICLE ACCESS PERMIT SYSTEM

29-31.1. The schedule below specifies the terms and conditions, as determined by Council resolution from time to time, which apply to the permits required for vehicle use in the restricted areas described and set out in schedules ~~2-1~~ and ~~3-7~~ and is in addition to clauses 6 and 7 of the bylaw.

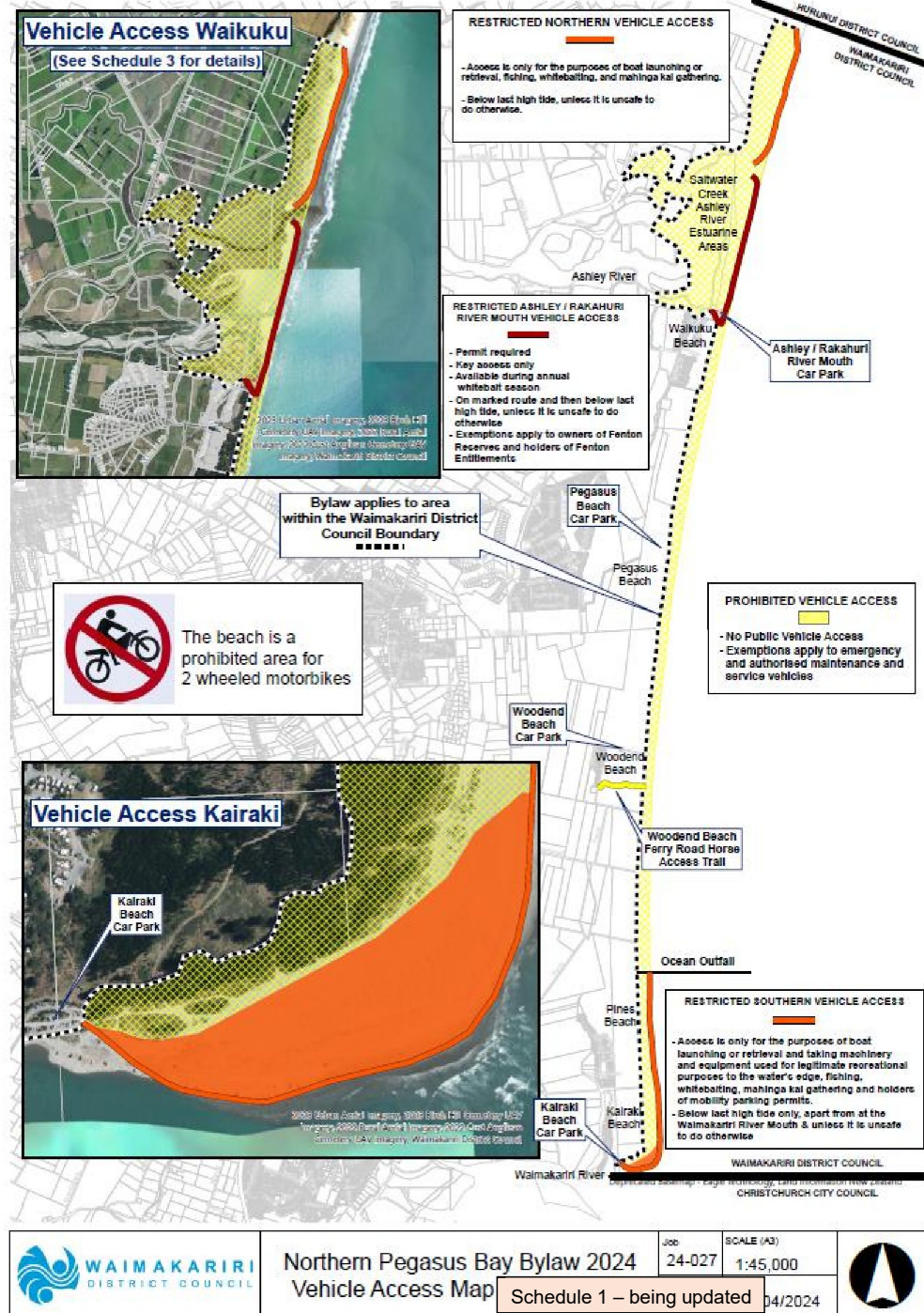
- a) A permit is issued to a person, not a vehicle, and shall be carried by the holder at all times they seek to make use of it.
- b) Permits are not transferable to any other person. They may be immediately revoked, and penalties and/or prosecution may be imposed for breaches of the conditions. They do not supersede any requirements under other legislation including by way of example only, but not limited to, the *Land Transport Act 1998*,

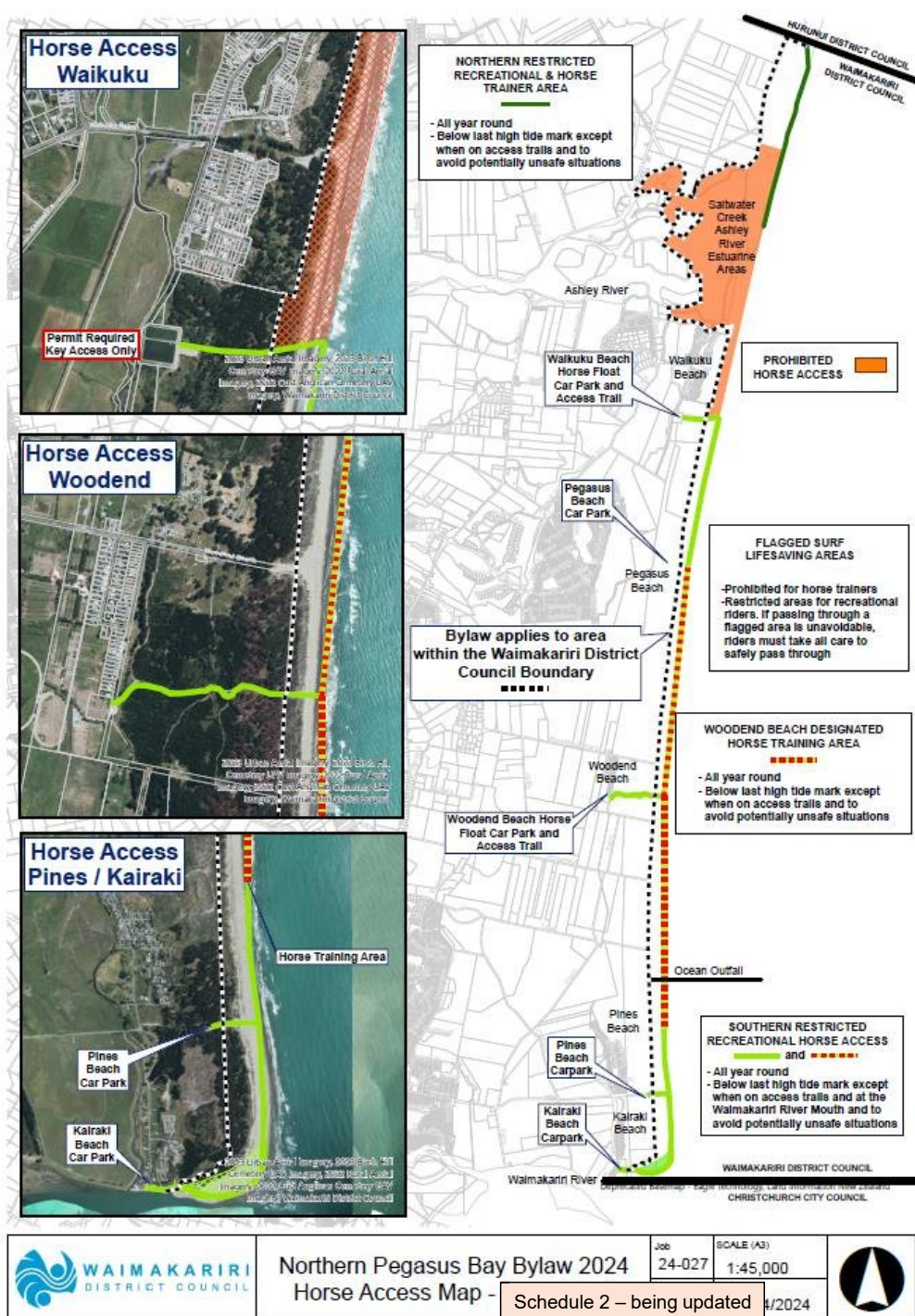
Resource Management Act 1991 and the Wildlife Act 1953 and their amendments and replacements, etc.

- c) A sticker issued to a permit holder shall be displayed on the vehicle in a prominent position to enable it to be easily identified by an enforcement officer.
- d) Applicants shall be required to provide vehicle registration and license details and other vehicle description details, as well as the purpose the permit is being applied for, as part of their permit application for any vehicle that is intended for use on the beach.
- e) Approved permit holders will be issued a key upon payment to the Council of a fee as specified by the Council by resolution from time to time. These permits are only available for use during the whitebait season as defined by the Department of Conservation.

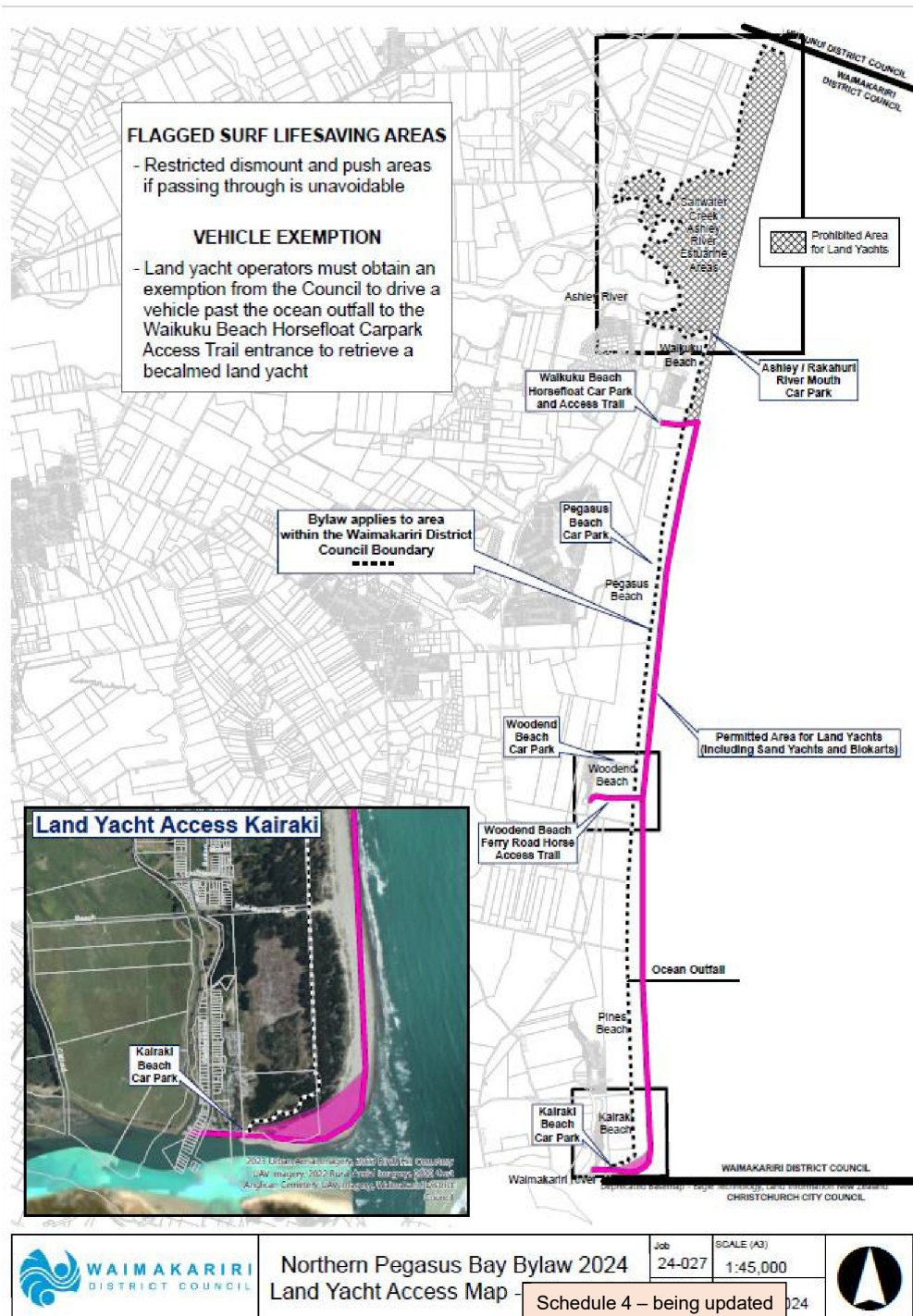
30-32. AMENDMENT OF SCHEDULES ~~2 TO 61~~ TO 8

Schedules ~~2 to 61~~ to 8 may be amended by the Council from time to time as new aerial photography becomes available and/or to indicate physical changes that are occurring to the characteristics or topography of the beaches and estuarine areas included in the bylaw area.









**Schedule 5 - Aircraft
Access Map will identify
restricted access in the
blue box.**



microlights and
helicopters

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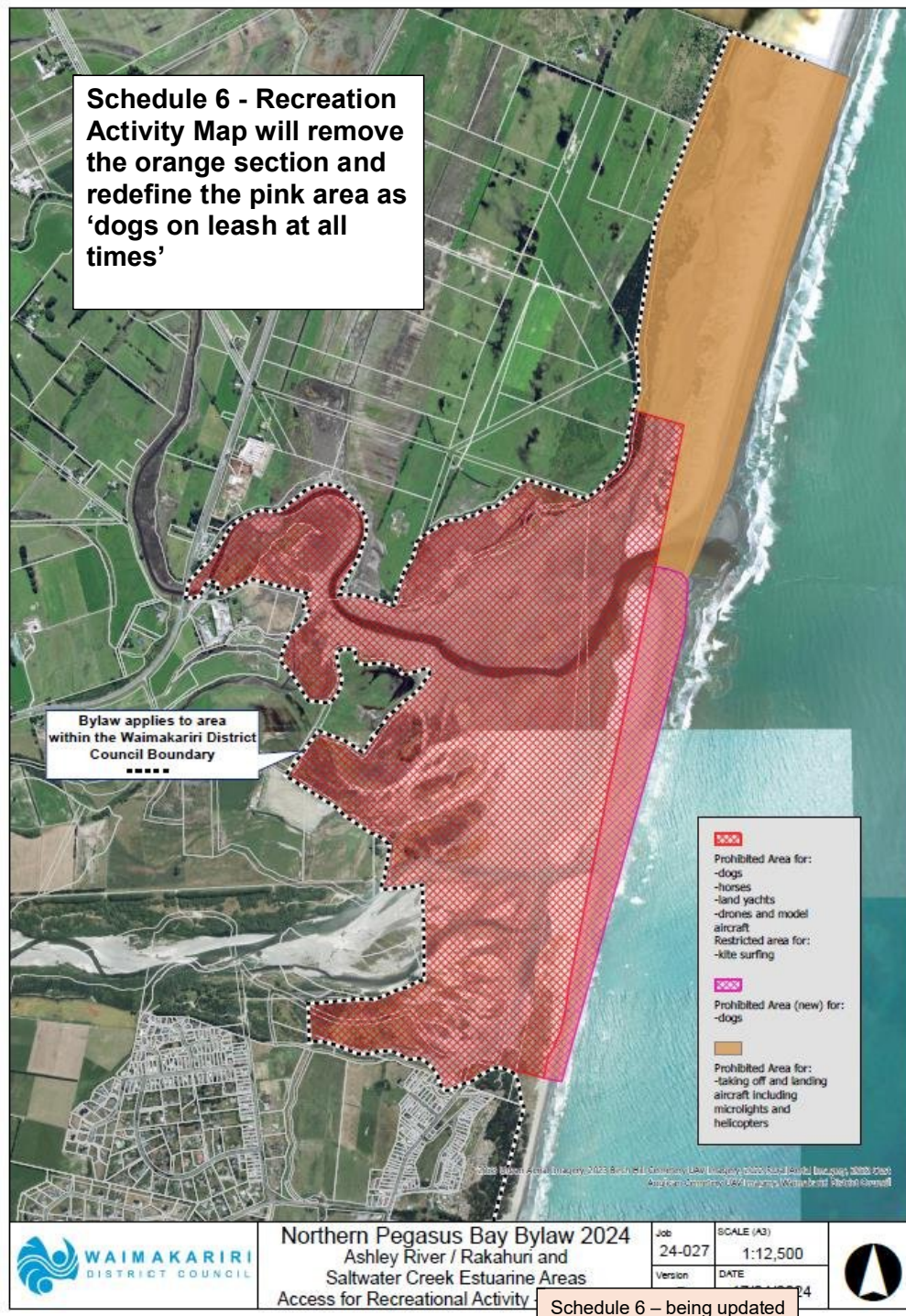


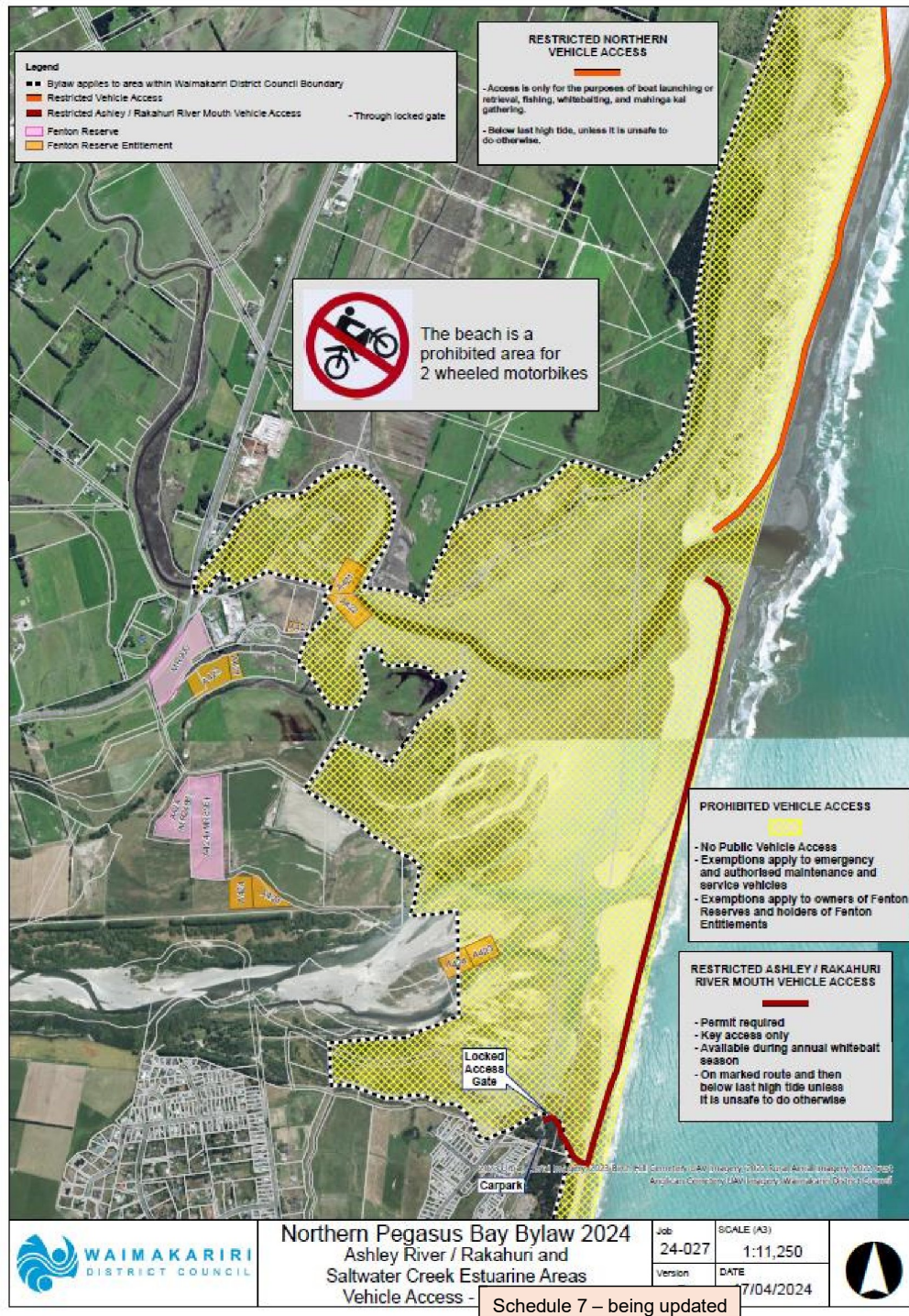
Northern Pegasus Bay Bylaw 2024

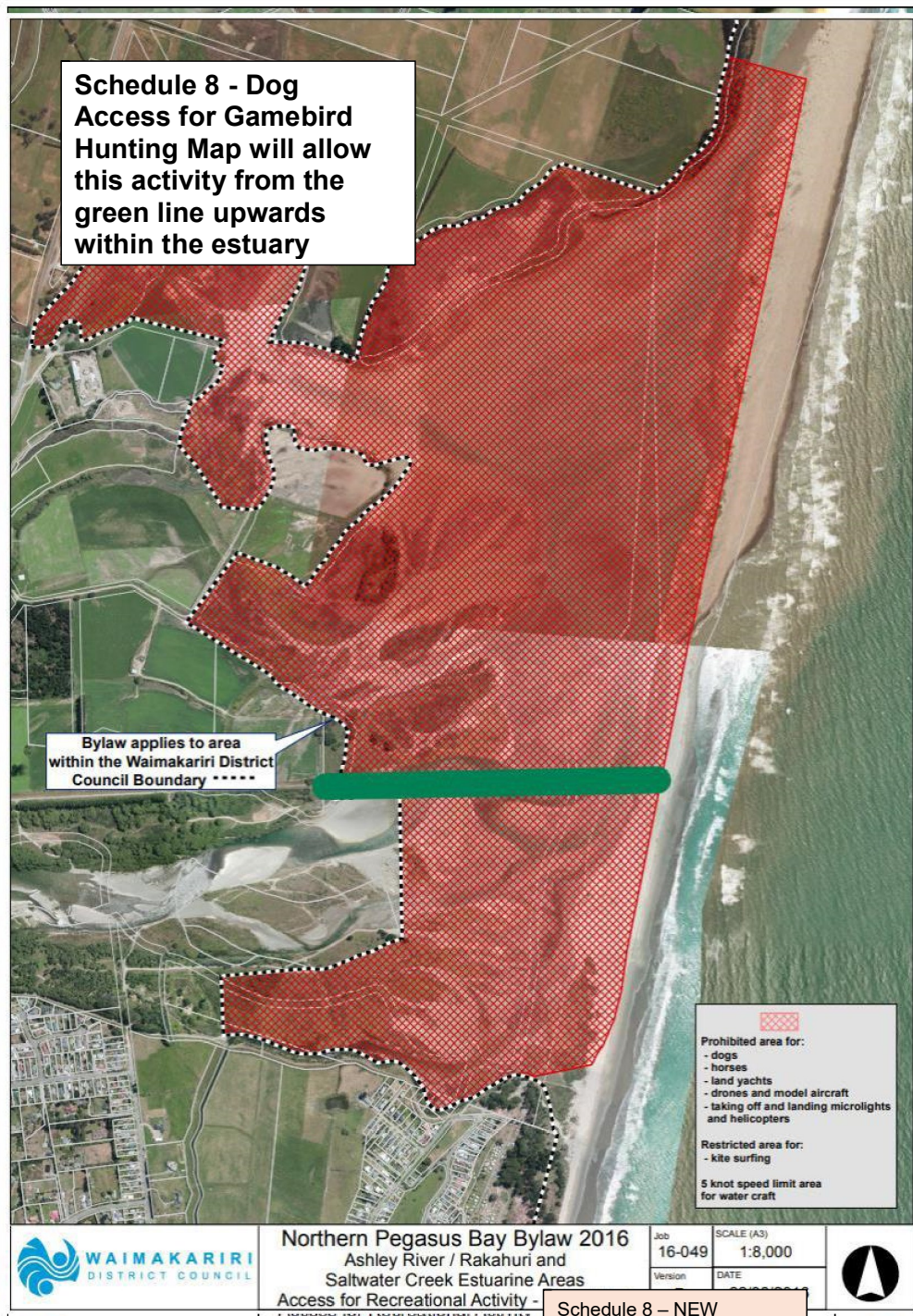
Schedule 5 – NEW

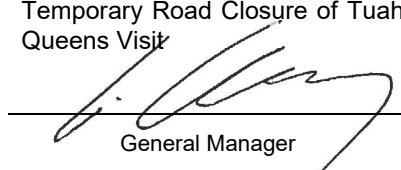
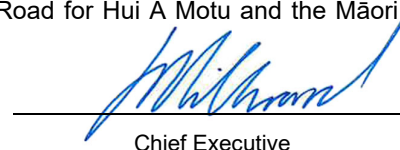
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WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-18 / 240919160960**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Shaun Maxwell, Roding Compliance Officer
Joanne McBride, Roding & Transport Manager**SUBJECT:** Temporary Road Closure of Tuahiwi Road for Hui Ā Motu and the Māori Queens Visit**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to seek Council approval for the temporary closure of Tuahiwi Road, between Greens Road and 196 Tuahiwi Road, on 22nd October 2024 between the hours of 8am and 10am.
- 1.2. The request has been made by a traffic management contractor on behalf of Te Runanga o Ngai Tahu for a Hui Ā Motu at Tuahiwi Marae, with the Māori Queen Te Arikiinui Kūini Nga wai hono i te po Pootatau Te Wherowhero VIII in attendance.
- 1.3. A road closure is being sought to facilitate a procession between Tuahiwi School and Tuahiwi Marae for a Hui Ā Motu.
- 1.4. Event road closure applications are usually permitted under the alternative process outlined in the Transport (Vehicular Traffic Road Closure) Regulations 1965, which requires the proposed closure to be advertised no less than 42 days prior to the event and may be subject to objections from the public.
- 1.5. Due to the timeframes provided with this event application, the legislative requirements cannot be met. Authorisation from Council is sought to approve a road closure under Section 11e of the 10th Schedule of the Local Government Act 1974. Which enables Council to approve a temporary road closure.
- 1.6. Tuahiwi School is proposing a teacher only day on this date, and Tuahiwi Preschool will close for the day to limit disruption and allow increased community participation.
- 1.7. Notification boards will be installed on Tuahiwi Road 7 days before the closure to notify the public of the road closure in advance and allow regular users of the road to plan ahead.

Attachments:

- i. Map showing the location of the proposed road closure (TRIM No. 240919160952)

2. **RECOMMENDATION**

THAT the Council

- (a) **Receives** Report No. 240919160960.
- (b) **Approves** the closure of Tuahiwi Road between Greens Road and 196 Tuahiwi Road, on the 22nd of October 2024, between the hours of 8am and 10am, under Section 11(e) of the 10th Schedule of the Local Government Act 1974.
- (c) **Notes** that due to the timeframes provided, approval of the closure under the Transport (Vehicular Traffic Road Closure) Regulations 1965 is not achievable, as this requires the proposed closure to be advertised no less than 42 days prior to the event.
- (d) **Notes** that there are alternate routes available and as such staff support this requested closure.

3. **BACKGROUND**

- 3.1. Event road closure applications are usually evaluated under the alternative legal process outlined in the Transport (Vehicular Traffic Road Closure) Regulations 1965, which requires the proposed closure to be advertised no less than 42 days prior to the event and may be subject to objections from the public. Due to the timeframes provided with this event application, the legislative requirements cannot be met with our usual process.
- 3.2. The request has been received less than the usual 60-day lead in time which is requested, to ensure that adverts can be designed and placed in time to meet the 42-day timeframe outlined in legislation.
- 3.3. The event is of cultural significance to the region, local iwi, and is likely to be attended by over 2,000 manuhiri (visitors/guests).
- 3.4. Traffic count data indicates an average of 200 vehicles using this road between the hours of 8am to 10am, showing the impact to the local community is minimal and unlikely to impede traffic unreasonably. Additionally, both Tuahiwi School and Tuahiwi Preschool are intending to close for the day to help facilitate the event, so usual school traffic will not be affected by the proposed closure.

4. **ISSUES AND OPTIONS**

- 4.1. Council has the following options available to respond to the temporary closure request from Ngāi Tahu.
- 4.2. Option One: Approve the temporary road closure of Tuahiwi Road. This option would provide Ngāi Tahu a Hui Ā Motu and the Māori Queens Visit with minimal impact on the community, and create a safer area where the procession between Tuahiwi School and Tuahiwi Marae can occur, without the risk of through traffic. This is the recommended option.
- 4.3. Option Two: Decline Ngāi Tahu application for temporary road closure of Tuahiwi Road. This option would keep the road open and have no impact on the community. It would however cause significant delays to road users trying to travel along this section of road and would increase safety risk those in the procession between Tuahiwi School and Tuahiwi Marae. Therefore, this is not the recommended option.

Implications for Community Wellbeing

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

This is a significant cultural event for Te Ngāi Tūāhuriri hapū.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

- 5.2. Te Ngāi Tūāhuriri hapū are likely to be affected and have an interest in the subject matter of this report, as this is a significant cultural event.

5.3. **Groups and Organisations**

There are not any groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.4. **Wider Community**

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

Public use of the road between 8am and 10am is approximately 200 people as indicated by traffic counters. There are other alternate routes available for use. A detour will be in place to direct traffic around the closure area.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications from the decisions sought by this report. Processing of a temporary road closure application is part of Roading Business As Usual and is allowed for within Council budgets.

The physical infrastructure required for the temporary road closure will be procured and installed by the temporary traffic management provider at the expense of their client.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability impacts.

6.3. **Risk Management**

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

Council staff will not be participating beyond approval of the temporary road closure.

6.3. **Health and Safety**

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report to Council. Physical works will be undertaken by the temporary traffic management contractor.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Section 11e of Schedule 10 of the Local Government Act 1974 allows a council to close any road to traffic on a temporary basis.

7.3. Consistency with Community Outcomes

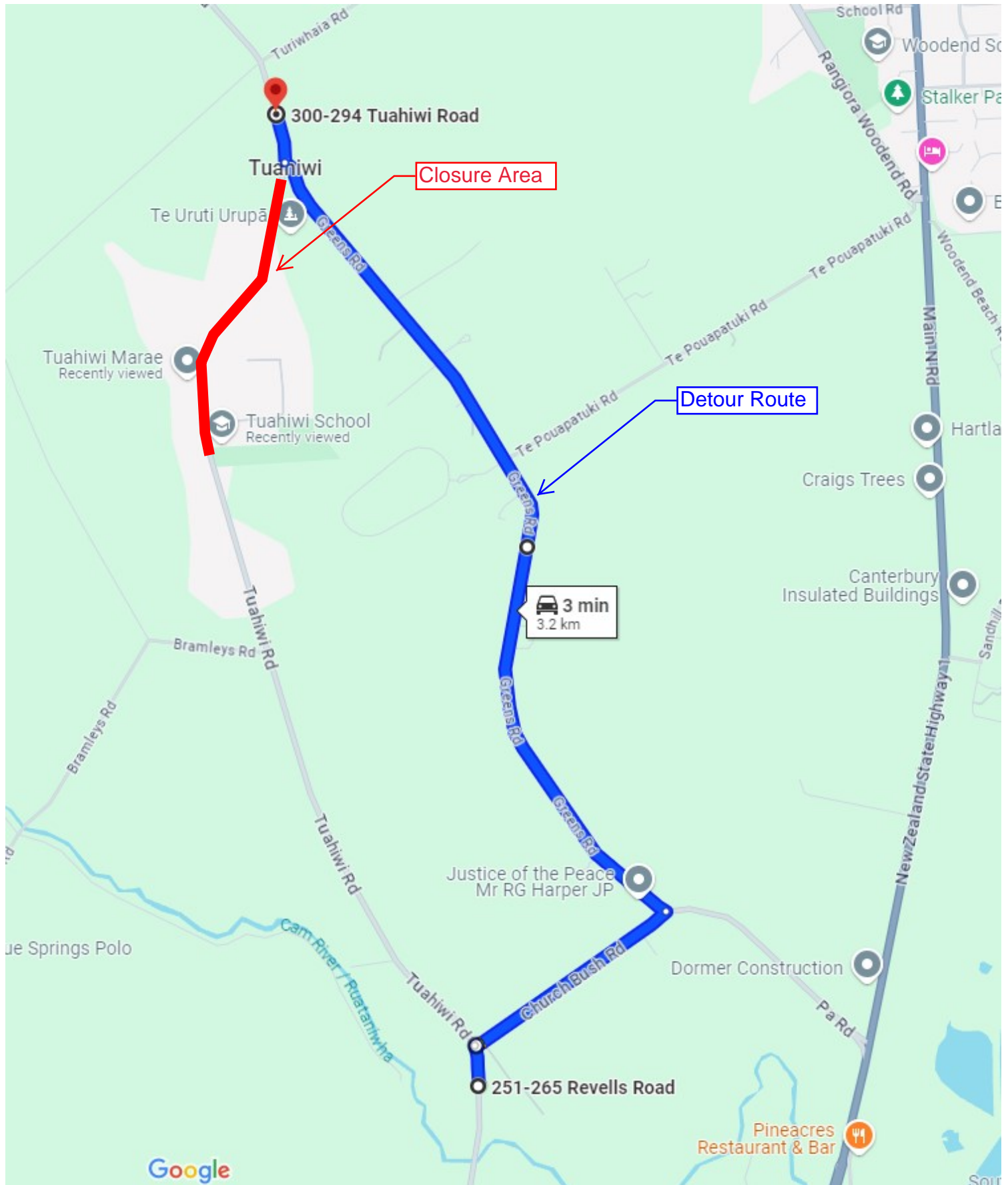
The Council's community outcomes are relevant to the actions arising from recommendations in this report. This report considers the following outcome:


Where our people are enabled to thrive and give creative expression to their identity and heritage

- All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers.
- Waimakariri's diversity is freely expressed, respected and valued.

7.4. Authorising Delegations

The matter is for consideration by Council as it requires approval for temporary closure of a road under Section 11(e) of the 10th Schedule of the Local Government Act 1974.



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-11, RDG-29 / 240918159781**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Joanne McBride, Roding and Transport Manager
Gerard Cleary, Manager Utilities & Roding**SUBJECT:** NLTP 2024-27 Continuous Programme Funding Endorsement**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to inform Council of the outcome of the 2024-27 National Land Transport Programme (NLTP) funding bid, specifically in relation to the Continuous Programme which includes maintenance / operations and renewals activity classes and to seek approval for the proposed approach to manage the shortfall in funding.
- 1.2. The Continuous Programme includes the following activity classes:
 - Local Road Operations
 - Local Road Pothole Prevention
 - Bridge & Structures Renewals
 - Walking & Cycling maintenance and renewals
 - Road Safety Education
- 1.3. Maintenance, Operations & Renewal funding covers the core services which need to be provided on a Transport network, to ensure that the network can operate safely, that the network condition does not deteriorate due to a lack of investment and to meet agreed levels of service.
- 1.4. A lack of investment can have safety implications and result in an increase in deaths & serious injuries, as well as a deterioration in network condition.
- 1.5. Waimakariri District Council submitted a funding bid across the five areas listed above of \$60,691,521 to the NZ Transport Agency for the 2024-27 NLTP. The Waimakariri District Council Budget allocation as approved in the Long Term Plan was \$59,071,313.
- 1.6. NZ Transport Agency has endorsed funding to the value of \$49,846,001 for the three-year period, which is below the Council Long Term Plan allocated budget, and is a difference in funding of \$9,225,312 for the overall period.
- 1.7. For this funding difference, the WDC share at 49% (\$4,520,403) has already been budgeted for, meaning the shortfall in co-funding share (51%) is \$4,704,909.

- 1.8. Therefore, the Council could have a budget spend of \$54,366,404 over the 3 years, with no impact on rates.
- 1.9. Consideration has been given to the option of reducing spending across the full continuous programme area in order to balance the shortfall in funding.
- 1.10. This can be achieved as proposed in this report however it is noted that reductions in spend will impact on the quantity of renewals and maintenance activities which can be undertaken, and as such will have an impact on levels of service in some areas, and also have the effect of pushing out renewal programmes, particularly for footpaths.
- 1.11. There are also likely to be impacts in relation to being able to undertake works concurrently, with kerb & channel renewals not including footpath renewal works at the same time due to significantly reduced budgets in this area. This will result in some kerb & channel sites may need to be moved out, where significant footpath works are required.
- 1.12. The recommended approach is to work to the budgets included in this report, which reflect NLTP approved funding plus the extra Council share. This will have no impact on rates in the current or future years.
- 1.13. It is noted however that this will mean budgets (particularly in the areas of Walking & Cycling maintenance & renewals and Local Road Operations) will be tight and have little ability to be able to cope with increasing costs over the three-year period. As such if inflation continues to increase as seen over the last 3 years, then there would be insufficient funding to respond to this and the quantity of work undertaken would need to reduce to stay within existing budgets.
- 1.14. For the area of Road Safety there has been a significant reduction in available funding. This budget area covers a number of road safety education activities and the delivery of the CycleSense programme into school.
- 1.15. The CycleSense Programme is currently run by the North Canterbury Sports & Recreations Trust. It is proposed for staff to work with the Trust to determine whether a scaled back programme could be delivered which provides some Level 1 training into schools within a reduced budget. This will ensure that specialist qualified staff who have been trained to deliver this programme can continue to provide some basic training into schools.

Attachments:

- i. Waimakariri District Council 2024-27 NLTP Funding Decision from NZ Transport Agency (TRIM No. 240918160603)
- ii. Continuous Programme Endorsed Funding Breakdown for NLTP 2024-27 (TRIM No. 240919160917)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 240918159781.
- (b) **Approves** the revised budget for the Continuous Programme of \$54,366,404 over the next three years (being the NZTA endorsed budgets through the 2024-27 National Land Transport Programme plus Council Share of budget already allocated through the LTP).
- (c) **Approves** the revised budget for the Continuous Programme for the 2024/25 Year of \$18,306,423 (as detailed in attachment ii – Trim No. 240919160917).

- (d) **Notes** that this budget is less than the Council approved budget through the Long Term Plan (\$59,071,313) but is more than has been endorsed through the National Land Transport Programme (\$49,846,001).
- (e) **Notes** that the implications of this reduced budget are that:
- i. Existing Levels of Service will not be able to be maintained in Walking & Cycling Maintenance and Renewals
 - ii. Local Road Operations will have some renewal activities pushed out into future years and some maintenance activities will need to be reduced to fit within budget.
 - iii. The CycleSense Programme delivery into schools will need to be scaled back to be able to continue, and that staff will continue to work closely with North Canterbury Sports & Recreation Trust on what this may entail, however is likely to include Grade 1 training only which is in school and not on road.
- (f) **Notes** that the Council share (49%) of the difference in funding has already been allowed for within the Long Term Plan budgets and as such this funding is available to be utilised, but will in effect be un-subsidised as there is no co-funding share to match.
- (g) **Notes** there is no Rates impact from the recommended approach.
- (h) **Notes** that the proposed approach will allow the CycleSense programme to continue through to 30 June 2025. Council can then consider the future of the programme as part of the 2025/26 Annual Plan.
- (i) **Notes** that Council has an opportunity to reconsider all budgets for 2025/26 and 2026/27 as part of the upcoming 2025/26 Annual Plan process.
- (j) **Notes** that the staff will continue to work with NZ Transport Agency to see if any other funding streams may be available, and to seek a cost scope adjustment for the Southbrook Culvert Replacement work which is high priority. Any further developments will be reported to Council.

3. **BACKGROUND**

- 3.1. Continuous Programme funding covers the core services which need to be provided on a Roding network, to ensure that the network can operate safely and to ensure that network condition does not deteriorate to such a point that a marked step up in investment is required.
- 3.2. The Continuous Programme includes ongoing maintenance, operations & renewal activities as outlined below, in five different activity classes.

Local Road Operations

- Structures maintenance
- Environmental maintenance (vegetation / mowing / spraying / detritus etc.)
- Network service maintenance (pavement marking, traffic services maintenance, carriageway lighting maintenance & power)
- Network operations (traffic signal)
- Rail level crossing warning devices maintenance
- Network and asset management
- Structures component replacements
- Traffic services renewals

Local Road Pothole Prevention

- Sealed pavement maintenance
- Unsealed pavement maintenance
- Routine drainage maintenance
- Unsealed road metalling
- Sealed road resurfacing
- Drainage renewals

- Sealed road pavement rehabilitation

Local Road Improvements

- Bridge and structures renewals (Southbrook & Lees Valley)

Walking & Cycling Maintenance and Renewals

- Cycle path maintenance
- Footpath maintenance
- Cycle path renewal
- Footpath renewal

Road Safety Programme

- Road Safety Education

- 3.3. It is noted that funding approved for a particular activity class must be used for those activities and cannot be swapped between funding areas or used for activities outside of the approved activities.
- 3.4. As part of the 2024-27 NLTP funding bid, Waimakariri District Council requested funding of \$60,691,521 be allocated to cover maintenance / operations and renewals costs with an increase for inflation, due to continuing high increasing costs over the three-year period (24% over 3 years). Also included was additional funding in maintenance activities such as drainage and structures (bridges), where we are falling behind with maintenance activities. The Council approved budget through the Long Term Plan is \$59,071,313.
- 3.1. The programmes put forward are to cover what is considered essential works and as such the funding requests put forward are what is considered necessary to maintain the network in its current state. The Long Term Plan (LTP) has been adopted based on these funding assumptions.
- 3.2. NZ Transport Agency has endorsed funding to the value of \$49,846,001 for the three-year period, which is below the Council allocated budget, leaving a funding difference of \$9,225,312 for the NLTP period. The Council share of \$4,520,403 is available for expenditure over the next three years, but the NZ Transport Agency share has not been approved. Therefore, the total available budget for the next three years without any rating impact is \$54,366,404.
- 3.3. Waimakariri District Council's road maintenance costs remain in the lower quartile when compared with our peer group, despite the fact we are a high growth district. We are experiencing increasing traffic volumes including freight movements around the district and this is increasing pressure on our transport network.

4. ISSUES AND OPTIONS

- 4.1. Consideration has been given to the option of reducing spending to balance the shortfall. It is noted that a lack of investment can have safety implications and result in increasing crashes across the network, which in turn can result in deaths & serious injuries.
- 4.2. A lack of investment can also create a bow wave of renewals where condition overall is deteriorating faster than the rate of replacement, which then results in increased expenditure being required to then "catch up" with the deterioration curve.
- 4.3. It is also noted that the NZ Transport Agency Technical Audit which was carried out in March 2021 recommended improvements be made to delineations, markings and vegetation particularly at intersections. This will become more of a challenge with reduced funding in the Local Road Operations funding.
- 4.4. Budgets particularly in the areas of Walking & Cycling maintenance & renewals and Local Road Operations will be tight and have little ability to be able to cope with increasing costs over the three-year period. As such if inflation continues to increase as seen over the last

3 years, then there would be insufficient funding to respond to this and the quantity of work undertaken would need to reduce to work within existing budgets.

- 4.5. The CycleSense Programme will need to be scaled back to ensure that delivery of Grade 1 training skills can continue to be delivered at a reduced level into schools. Grade 2 on road training cannot be accommodated within the proposed budgets. Staff are currently in discussion with North Canterbury Sports & Recreation Trust to determine what can be delivered within proposed budgets.

- 4.6. The following options are available to Council:

- 4.7. Option One – Fund the shortfall up to the full LTP budget

This option would see Council fund the shortfall in year three of the NLTP period. The shortfall being the difference between the budgets approved in the LTP and the NZ Transport Agency endorsed funding.

NZ Transport Agency has endorsed funding to the value of \$49,846,001 for the three-year period which is below the Council allocated budget. This results in a funding difference of \$9,225,312 for the period (includes both 51% NZTA and 49% WDC funding).

Of this funding difference, the WDC share at 49% has already been budgeted in the LTP meaning the amount to be funded would be the 51% requested but not approved by NZTA. This unfunded shortfall equates to \$4,704,909 for the three-year period.

The rating impact of this would be an increase to the General Rate of 0.8% in the 2025/26 year, and an increase to the Rooding Rate of 4.9% in the same 2025/26 financial year.

While additional funding could be requested from NZTA in Year 3 of the NLTP, there is no guarantee that this would be approved, and as such this is not the recommended option due to the impact such a large shortfall would have on Rates and the Community.

- 4.8. Option Two – Work to the NZTA Endorsed budget plus Council Share already allocated

This option would see the budgets revised to allow spending of the NZ Transport Agency Endorsed funding plus the Council share (49%) over and above this, which has already been allocated in the LTP.

NZ Transport Agency has endorsed funding to the value of \$49,846,001 for the three-year period which is below the Council allocated. Council has already budgeted 49% Council share to make up the budgets as part of the LTP over the three-year period, which is to the value of \$4,520,403. This option would therefore have a combined total budget of **\$54,366,404** with no rating impacts.

This option will allow for the continuing delivery of the CycleSense programme at a much reduced scale. Staff would continue to work with North Canterbury Sports & Recreation Trust to determine exactly what this would entail.

This is the **recommended** option; however, it is noted that the impact of this options will mean that some maintenance and renewal activities will have to be reduced, resulting in a reduced level of service.

- 4.9. Option Three – Spend up to NZTA Endorsed Funding Level and reallocate the remaining Council Share

This option would see Council only spend up to the NZ Transport Agency endorsed funding value of \$49,846,001 for the three-year period. While this would result in a savings to Council it would result in maintenance, operations and renewals activities needing to be significantly reduced which would have a significant impact on the network. This option would result in a total budget of \$49,846,001. The effect on rates would depend on a separate decision for the Council on how it chose to deal with the remaining Council share.

This is not the recommended option due to the significant asset condition and safety concerns which it would raise, as well as the resulting reduction in levels of service for the community.

Implications for Community Wellbeing

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

Reduced levels of road maintenance and renewals will impact the district and can create asset condition, Level of Service, and Safety risks for pedestrians, cyclists and all road users.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report, as reduced funding or Levels of Service will impact widely across the district.

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, however no specific consultation has been undertaken to date.

The additional investment in road repairs, renewals and drainage works as allowed for within the Local Road Pothole Prevention Activity Class will have a positive impact on the transportation network.

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. Should maintenance levels be reduced due to funding constraints then this could adversely affect levels of service.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

This budget is included in the Long Term Plan.

The recommended option is to allow spending of the NZ Transport Agency Endorsed funding plus the Council share (49%) over and above this, which has already been allocated in the LTP. This would have a budget across the three-year period of \$54,366,404, and the 2024/25 year would have budget of \$18,306,423. This would have no impact on rates, as the budget has already been allowed for in Council's Long term Plan budgets.

Should option one to fully fund the gap be progressed (not the recommended option) then the rating impact of this would be an increase to the General Rate of 0.8% in the 2025/26 year, and an increase to the Roding Rate of 4.9% in the same 2025/26 financial year.

6.2. Sustainability and Climate Change Impacts

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

Deteriorating assets affect vehicle efficiency and this can increase carbon emissions. Also reducing levels of service on assets such as footpaths and cycle ways can result in less utilisation of these facilities.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. The primary risk to be considered is the risk of increasing safety issues on the network should assets deteriorate below current levels of service. This could result in negative community feedback.

There are other implications with delaying renewals activities. This includes not being able to undertake work concurrently, for example a kerb & channel may be renewed but the path beside will not be able to be replaced at the same time due to funding constraints. It is also likely that there will be roads where the kerb & channel cannot be replaced without addressing the footpath due to property or road levels. In this situation the kerb & channel renewal may need to be moved out into a future year, when funding may be available.

There is also the risk of negative feedback from scaling down of the CycleSense Programme, as this is a very popular programme within schools and teaches children very important skills around bicycle use, road rules and sets the groundwork for our future road users. These are core skills which are important to learn at a young age. Maintaining a programme, albeit at a significantly reduced level, will ensure that specialist skilled staff can be retained, and the programme can continue. Staff will continue to work with the North Canterbury Sports & Recreation Trust to determine what this programme will entail.

It is proposed for staff to work with the Trust to determine whether a scaled back programme could be delivered which provides some Level 1 training into schools within a reduced budget. This will ensure that specialist qualified staff who have been trained to deliver this programme can continue to provide some basic training into schools.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report, as decreased investment in maintenance could result in increasing safety issues on the network.

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.

The relevant community outcomes are:

Social:

A place where everyone can have a sense of belonging...

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Environmental:*...that values and restores our environment...*

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- Our district transitions towards a reduced carbon and waste district.
- The natural and built environment in which people live is clean, healthy and safe.

Economic:*...and is supported by a resilient and innovative economy.*

- Infrastructure and services are sustainable, resilient, and affordable.

7.4. Authorising Delegations

This matter is for consideration by Council as it has financial and levels of service implications.

03 September 2024

Jeff Millward
Chief Executive Officer
Waimakariri District Council
Email: jeff.millward@wmk.govt.nz
Cc: dan.gordon@wmk.govt.nz; James.Caygill@nzta.govt.nz

Dear Jeff,

2024-27 National Land Transport Programme – Final decisions

The NZ Transport Agency Waka Kotahi (NZTA) Board has now adopted the 2024-27 National Land Transport Programme (NLTP). The NLTP is our commitment to the Government's priorities for the land transport system set out in the Government Policy Statement on land transport 2024 (GPS 2024). These are boosting economic growth and productivity, increasing resilience and maintenance, improving safety and focusing on value for money.

Thank you for the huge amount of time and effort you've put into developing your submissions and supporting documentation. It's only through working closely together that we've been able to develop this NLTP.

Canterbury Investment for 2024-27

- A total of \$1.8 billion is forecast to be invested in Canterbury in the 2024-27 National Land Transport Programme (NLTP) period.
- Investment in Canterbury during the 2024-27 NLTP will support the region's critical role as the economic powerhouse of the South Island. This will be targeted at strengthening critical freight routes to boost economic growth and improving travel times.
- The \$1.8 billion forecast investment includes:
 - \$364m forecast maintenance operations investment
 - \$541m forecast for pothole prevention
 - \$538m forecast improvements investment
 - \$351m forecast public transport investment
 - \$4m forecast safety investment
 - \$13.4m forecast walking and cycling investment

Canterbury investment highlights for 2024-27

- Work will progress on the SH1 Belfast to Pegasus Motorway and Woodend Bypass Road of National Significance
- Work will progress on 3 Roads of Regional Significance
 - SH1 Rolleston access improvements – design completion and property purchase, with construction to begin towards the end of the period.

- SH75 Halswell Road improvements, including new bus lanes
- A second Ashburton Bridge
- Reseal or rebuild 575 lane kilometres of the state highway network
- Complete design and strategic property purchase for SH76 Brougham Street
- Replace two bridges on SH82 - Waihao North Branch and Elephant Hill
- Replace a key Christchurch emergency evacuation bridge on Pages Road
- Construct the northbound Commercial Vehicle Safety Centre at Rakai

More information

This factsheet includes key highlights of our investment in Canterbury. For more information on the 2024–27 NLTP, visit our website.

Attachment 1 sets out your continuous programme allocations and your low-cost, low risk programme allocation.

The complete list of activities included in the NLTP can be viewed [here](#).

Ministerial Expectations in GPS 2024

GPS 2024 includes a Statement of Ministerial Expectations for NZTA and the sector in general. This statement recognises the need for active cooperation of all players in the sector to deliver the results for the land transport system that New Zealanders want and deserve.

NZTA is expected to ensure that road controlling authorities and public transport authorities follow the Ministerial expectations where applicable. In particular, it is expected that the NZTA will ensure Ministerial expectations are incorporated into the requirements placed on other road controlling and public transport authorities as a condition of inclusion of their projects in the National Land Transport Programme (NLTP).

We've reflected in Attachment 2 how approved organisations can actively support the delivery of the Minister's expectations in GPS 2024. I would also urge you to ensure that you and your staff are familiar with the contents of the GPS including Section 5 where the expectations are set out.

Conditions of inclusion in the NLTP and funding

Alongside adoption of the NLTP, the NZTA Board also approved terms and conditions that apply to NLTP funding approvals during this NLTP period for activities of approved organisations or NZTA (for its own activities). These terms and conditions are set out in Attachment 3 and tie in the general requirements and conditions set out on NZTA's website and any other conditions attached by NZTA to funding of any specific activity. They also reflect and support the Ministerial expectations highlighted above.

These terms and conditions provide that NZTA may develop and provide to approved organisations (and NZTA (for its own activities)) other specific requirements to achieve Ministerial expectations (including measures to assess whether an approved organisation is making appropriate progress), and self-assessment and reporting requirements to demonstrate the steps that an approved organisation has taken to meet relevant expectations and any specific requirements. We are currently in the process of considering what specific requirements, self-assessment and reporting requirements are needed to achieve the Ministerial expectations. We will provide these to you once they have been developed. Generally, this is likely to include requiring:

- periodic self-evaluation and reporting of your performance against Ministerial expectations, including identifying improvements in practices to enhance performance;

- monitoring alignment with Ministerial expectations by NZTA as part of future investment audits.

We also anticipate that the reconstituted Road Efficiency Group (REG) will support opportunities for benchmarking, sharing of best practice, use of REG tools etc. to assist in meeting these expectations. The Director of Regional Relationships for your region, James Caygill, will be in contact with you to answer any questions you may have relating to the decisions made and to discuss any questions or concerns you may have. However, please feel free to contact him at your own convenience.

We look forward to continuing to work closely with you in coming months as we work to deliver on the Government's priorities.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nicole Rosie', with a stylized flourish at the end.

Nicole Rosie
Chief Executive

Attachment 1
Approved investment for 2024-27 NLTP – Waimakariri District Council

Continuous programme allocation

The NZTA Board has endorsed the final allocations for your continuous programmes as shown in the table below.

Activity Class	2024-27 indicative funding allocation	2024-27 funding allocation at NLTP adoption
Local Road Pothole Prevention	\$30,506,000	\$30,506,000
Local Road Operations	\$17,336,000	\$17,336,000
Bridge & Structure Renewals	\$751,000	\$751,000
Walking and Cycling	\$900,000	\$900,000
Safety	\$353,000	\$353,000

The figures above are in total cost which is both local and NLTF share.

Low cost, low risk allocation

In this NLTP, given the available funding and existing commitments, coupled with the specific priorities of the GPS, LCLR programmes were only affordable in the state highway improvements and local road improvements activity classes for high GPS aligned activities. Cashflows in other activity classes are for committed projects.

The NZTA Board has endorsed allocations for your low cost low risk programmes as shown in the table below.

Activity Class / Funding Source	2024-27 allocation
Local road improvements	\$700,000

The figures above are in total cost which is both local and NLTF share.

Where LCLR allocation also includes funding for the completion of committed activities, these activities should be prioritised and completed by December 2025.

For more project specific detail, please discuss with your investment advisor.

In addition to the LCLR allocations outlined above, NLTP 2024-27 establishes a new \$100m fund for low cost (<\$2m) improvements that are targeted at delivering on the GPS strategic priorities of economic growth and productivity, increased resilience, and value for money.

The new fund will be available to low cost low risk projects that deliver on these strategic priorities and are assessed by NZTA as having a high GPS alignment or high net present value. Please contact your NZTA maintenance investment advisor for further detail regarding access to this fund.

Attachment 2

Supporting delivery on the Minister of Transport's expectations outlined in GPS 2024

A focus on delivery

Approved organisations are expected to:

- demonstrate contribution of their proposed activities to the GPS strategic priorities and GPS expectations.
- actively seek to progress and deliver their funded activities in line with the GPS expectations.
- ensure their business cases are focussed on the primary transport objective(s) of their projects, are completed in a timely fashion to control costs and deliver on the strategic priorities of the GPS.
- maintain a tight control on the scope and cost of their projects and adopt a “no frills” approach. (GPS 2024 gives examples of “no frills” and NZTA is considering providing further guidance around this approach).

A focus on core business

Road controlling authorities are expected to:

- act primarily as delivery agencies (alongside NZTA), recognising that the Ministry of Transport is to lead the oversight and development of policy for New Zealand's transport system.

A focus on value for money

Approved organisations are expected to:

- choose the most advantageous combination of whole of life cost and infrastructure quality to meet a “no frills” specification that delivers the primary transport objective of the project in the most cost-effective manner. This requires identifying the project's primary objectives and will affect option selection. (NZTA is currently revising its guidance in this regard).
- monitor its operational expenditure to ensure that it is achieving value for money and that it can deliver within approved NLTF funding approvals. Reporting on operational expenditure continues to be via Transport Investment Online. Forecasting future expenditure continues to be via the Programme Monitor on a quarterly basis.
- focus on providing services that meet the needs and expectations of users.
- in the case it has approved funding for a road safety promotion programme, will identify the most cost effective and beneficial method for carrying out that programme. This may be supporting national advertising, rather than engaging in regional or local advertising and only engaging in advertising where necessary.

Road controlling authorities are expected to:

- obtain value for money by keeping costs under control and identifying savings that can be reinvested back into maintaining or improving the land transport network.
- actively seek to reduce expenditure on temporary traffic management through a risk-based approach while maintaining safety of workers and road users.
- report expenditure on temporary traffic management in a way that these costs can be reported by NZTA to the Minister each month. This requires requesting contractors to itemise TTM costs in their contract claims.
- consider the use of standardising design or delivery of building and maintaining roading infrastructure where appropriate to do so to obtain value for money.
- be open to new models of delivery that are likely to result in better and smarter services and/or lower costs.
- for proposed investments in walking and cycling, undergo robust consultation with community members and business owners that could be affected by the investment, prior to any investment decisions being made.

Consider other revenue sources and other funding and delivery models

Approved organisations are expected to:

- consider relevant funding and financing options in relation to each of their projects.
- consider relevant sources of third party funding in relation to their projects and actively pursue those deemed suitable and include in each project's funding mix.
- consider relevant delivery models that represents value for money and balance appropriate levels of risk and timely delivery.

Increased focus on performance and efficiency

Road controlling authorities are expected to:

- comply with requirements in the NZTA Performance and Efficiency Plan that are relevant to an RCA. These relate to management of programmes, asset management practices, price/quality trade-offs for maintenance and operations expenditure, business case and cost estimation, managing overheads and back-office costs, and other GPS requirements and Ministerial expectations.
- monitor and provide information to NZTA to enable monthly reporting to the Minister on delivery of the Performance and Efficiency Plan.
- review their activity management plans in order to improve long-term maintenance outcomes by increasing the percentage of rehabilitation of the local road network towards 2% per annum. RCAs will deliver in accordance with approved funding for 2024-27 and will identify what funding is required to lift to 2% in future years.
- review their activity management plans in order to achieve long-term maintenance outcomes by increasing resurfacing the local road network towards 9% per annum. RCAs will deliver in accordance with approved funding for 2024-27 and will identify what funding is required to lift to 9% in future years.
- demonstrate progress towards fixing potholes on local roads within 24 hours of inspection. This requires best endeavours where it is value for money to repair potholes within that timeframe. RCAs will report on a monthly basis the response times for repairing potholes on its local road network.

Specific expectations relating to public transport

Public transport authorities are expected to:

- actively work towards increasing farebox recovery by 30 June 2027. This includes operating within approved funding of public transport continuous programmes, reviewing services that are delivering very low farebox recovery and considering appropriate fares.
- support and actively work towards transition to, delivery of and operation of the National Ticketing Solution in partnership with NZTA. This includes aligning concessionary fare structures with national policy to make the National Ticketing Solution cost effective and value for money for customers.

Supporting NZTA to report on the expectations

Approved organisations are expected to:

- use best endeavours to support NZTA in reporting on progress towards meeting the Minister's expectations in relation to GPS 2024 by providing information relating to their respective local transport networks.

Attachment 3

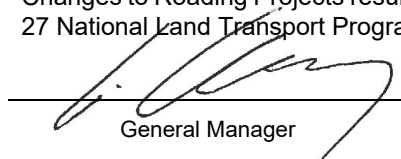
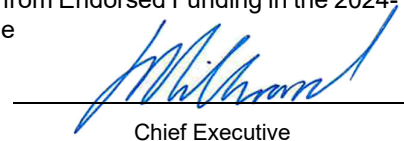
Terms and Conditions of NLTF funding for activities during NLTP 2024-2027 period

- 1 The following terms and conditions apply to the approval by NZTA of funding from the National Land Transport Fund (**NLTF**) during the 2024-2027 NLTP period for approved activities carried out by an approved organisation or NZTA (for its own activities).
- 2 The approved organisation or NZTA (for its own activities):
 - 2.1 must comply with all the general requirements and conditions set out on NZTA's website (as amended from time to time)([2024-27 NLTP investment requirements | NZ Transport Agency Waka Kotahi \(nzta.govt.nz\)](https://www.nzta.govt.nz/2024-27-nltp-investment-requirements)) applying to organisations who receive NLTF funding for approved activities, and any other conditions that NZTA attaches to funding of any activity (including those conditions communicated to approved organisations when advising indicative funding allocations for continuous programmes);
 - 2.2 must take all reasonable and practicable steps available to it to support it:
 - (1) meeting the Minister of Transport's expectations for the land transport sector set out in Section 5 of the Government Policy Statement on land transport 2024/25–2033/34(including as those expectations are communicated in writing by NZTA for particular types of funding or activity); and
 - (2) satisfying any other requirements and conditions specified by NZTA in relation to an approved activity and a particular Ministerial expectation; and
 - 2.3 must comply with any self-assessment and reporting requirements linked to Ministerial expectations (referred to below).
- 3 NZTA may develop (and update) and provide to approved organisations and NZTA (for its own activities):
 - 3.1 other specific requirements to achieve Ministerial expectations (including measures to assess whether an approved organisation is making appropriate progress); and
 - 3.2 self-assessment and reporting requirements to demonstrate the steps that an approved organisation has taken to meet relevant expectations and any specific requirements.
- 4 If NZTA determines that:
 - 4.1 the steps taken (or the progress being made) by an approved organisation, or NZTA for its own activities, to meet relevant expectations or any specific requirement is not satisfactory; or
 - 4.2 an approved organisation, or NZTA for its own activities, has failed to comply with the self-assessment and reporting requirements,

NZTA may, at its discretion:

 - 4.3 require the approved organisation, or NZTA, to provide further information to NZTA and/or propose how it will address or remedy the matter;
 - 4.4 amend the funding approval for the relevant approved activities to lower the amount of funding approved; and/or
 - 4.5 withhold (or make subject to additional supplemental conditions) funding for that approved activity.

Work Category Summary									
Activity Class	Work Category	Description	THREE YEAR FUNDING BUD REQUESTED	THREE YEAR NZTA ENDORSED ALLOCATION	THREE YEAR WDC LONG TERM PLAN BUDGETS	THREE YEAR DIFFERENCE WDC LTP BUDGETS & ENDORSED ALLOCATION	COUNCIL SHARE OF DIFFERENCE FOR 3 YEARS (49%)	RECOMMENDED BUDGETS OVER # YEARS (Endorsed + 49% Council Share)	2024/25 RECOMMENDED BUDGET (Endorsed + 49% Council Share)
			\$	\$	\$	\$	\$	\$	\$
Local road operations	114	Structures maintenance	2,082,702	1,688,758	2,085,557	396,799	194,431	1,883,189	612,544
	121	Environmental maintenance	2,662,350	2,412,510	2,592,674	180,164	88,280	2,500,790	818,607
	122	Network service maintenance	6,301,726	4,825,021	6,132,272	1,307,251	640,553	5,465,574	1,746,252
	123	Network operations	223,667	178,526	217,350	38,824	19,024	197,550	60,232
	131	Rail level crossing warning devices maintenance	79,687	76,898	77,625	727	356	77,254	25,516
	140	Minor events	0	0	0	0	0	0	0
	151	Network and asset management	5,260,408	5,018,022	5,331,283	313,261	153,498	5,171,520	1,663,348
	215	Structures component replacements	2,231,224	1,206,256	2,173,500	967,244	473,950	1,680,206	556,377
	221	Environmental renewals	0	0	0	0	0	0	0
	222	Traffic services renewals	3,904,521	1,930,008	3,678,767	1,748,759	856,892	2,786,900	890,204
Total Local road operations			22,746,285	17,335,999	22,289,028	4,953,029	2,426,984	19,762,983	6,373,080
Local road pothole prevention	111	Sealed pavement maintenance	8,124,738	7,499,939	7,910,634	410,695	201,241	7,701,180	2,494,788
	112	Unsealed pavement maintenance	2,470,522	2,256,232	2,403,382	147,150	72,104	2,328,336	718,026
	113	Routine drainage maintenance	3,565,581	3,499,971	3,520,132	20,161	9,879	3,509,850	1,109,610
	211	Unsealed road metalling	2,443,997	2,249,982	2,380,500	130,518	63,954	2,313,936	761,046
	212	Sealed road resurfacing	8,924,897	8,499,931	8,694,000	194,069	95,094	8,595,025	2,898,000
	213	Drainage renewals	2,563,426	2,499,980	2,497,455	-2,525	-1,237	2,498,743	829,660
	214	Sealed road pavement rehabilitation	4,250,501	3,999,967	4,140,000	140,033	68,616	4,068,583	1,337,193
Total Local road pothole prevention			32,343,662	30,506,002	31,546,103	1,040,101	509,650	31,015,652	10,148,323
Local road improvements Bridges & Structures	216	Bridge and structures renewals (Southbrook & Lees Valley)	1,379,034	751,000	1,100,000	349,000	171,010	922,010	922,010
Total Local road improvements			1,379,034	751,000	1,100,000	349,000	171,010	922,010	922,010
Walking & Cycling Improvements	124	Cycle path maintenance	224,213	61,200	217,350	156,150	76,514	137,714	35,574
	125	Footpath maintenance	976,024	266,400	950,130	683,730	335,028	601,428	191,547
	224	Cycle path renewal	159,373	43,200	155,250	112,050	54,905	98,105	32,569
	225	Footpath renewal	1,912,478	529,200	1,863,000	1,333,800	653,562	1,182,762	392,635
Total Walking & Cycling Improvements			3,272,088	900,000	3,185,730	2,285,730	1,120,008	2,020,008	652,325
Road Safety Promotion			950,452	353,000	950,452	597,452	292,751	645,751	210,685
Total Road Safety Education & Promotion			950,452	353,000	950,452	597,452	292,751	645,751	210,685
Grand Total			60,691,521	49,846,001	59,071,313	9,225,312	4,520,403	54,366,404	18,306,423

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-11, RDG-29 / 240918160602**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Joanne McBride, Roothing and Transport Manager
Gerard Cleary, Manager Utilities & Roothing**SUBJECT:** Changes to Roothing Projects resulting from Endorsed Funding in the 2024-27 National Land Transport Programme**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to inform Council of the outcome of the 2024-27 National Land Transport Programme (NLTP) funding bid, specifically in relation to Capital Works Programme which includes Low-Cost Low-Risk (LCLR) Programme and large capital projects, and to seek approval to alter budgets and timing as previously approved in the Council 2024-34 Long Term Plan (LTP).
- 1.2. The Low-Cost Low-Risk funding category is for activities or projects where improvements are needed to ensure that the Transport network can operate safely and efficiently, and includes the following activity classes:
 - Walking & Cycling Improvements
 - Local Road Improvements
 - State Highway Improvements
 - Public Transport Services
 - Public Transport Infrastructure
- 1.3. The Low-Cost Low-Risk work category provides for the construction / implementation of local road improvements to a maximum total cost per project of \$2 million. The implementation cost cap limit is inclusive of all costs such as professional services, administration and related overheads, property and construction/implementation costs
- 1.4. Waimakariri District Council submitted a funding bid of \$18 million to NZ Transport Agency (NZTA) for Local Road Improvement Projects in the Low-Cost Low-Risk funding area as part of the 2024-27 NLTP. Funding has been endorsed to the value of \$700,000 for the three-year period, which is well below the Council allocated budget (funding difference \$17.3M).
- 1.5. For this funding difference, the WDC share at 49% has already been budgeted for meaning the shortfall amount to be funded if all works included in the LTP were progressed would be the 51% requested from Waka Kotahi which equates to **\$8.82M** over the three-year period.
- 1.6. Consideration has been given to the options for reducing capital project spending to balance the shortfall. It is recommended a multi-layered approach be taken to progressing these projects.

- 1.7. The recommendations as detailed below take a multi-layer approach for different projects, dependent on current progress and criticality. These approaches include:

- Moving projects beyond the 3-year period of the NLTP.
- Delaying works out of this financial year to be considered at the next Annual Plan.
- Continuing at a lower level of investment by utilising only the Council share of funding at this time.
- Continuing with the project by topping up the shortfall in co-funding (NZTA 51% co-funding share).
- Continuing with the design only of a number of declined but important projects utilising Council allocated share of funding.

Taking this approach would mean that Council will be well positioned to request funding from NZ Transport Agency in the future and progress projects quickly, should co-funding or an alternate funding source become available. This strategy has been used in the 2021-24 NLTP and was successful as it allowed a project that had not been approved initially as part of the NLTP to be delivered.

- 1.8. Large Capital projects included in Council's bid to the NLTP were Skew Bridge Replacement and the Rangiora Eastern Link Road. The outcome of the NLTP application for these two projects are as follows:

- No funding was able to be secured for the Skew Bridge Replacement due to very limited funding being available.
- Probable funding has been approved for the Rangiora Eastern Link Business Case and Pre-Implementation, which will be confirmed on acceptance of a Point of Entry (effectively a light touch business case) application.

Attachments:

- i. Waimakariri District Council - 2021-24 NLTP Funding Decision from Waka Kotahi (TRIM No. 240918160603).
- ii. Low-Cost Low-Risk Rooding Projects NLTP Bid 2024-27 - Proposed Approach to Funding Shortfall (TRIM No. 240906151933).

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 240918160602.
- (b) **Approves** staff progressing capital projects as outline in Option Two of this report.
- (c) **Approves** additional funding of **\$925,840** in the 20204/25 financial year to allow high priority safety projects to progress, which includes a number of projects which are high value to the community but with relatively low cost:
 - Minor Safety - School Safety - \$50,000
 - Broad/Harleston intersection - \$50,000
 - Minor Safety - Speed Management - \$50,000
 - Minor Safety - Intersection Improvements - \$120,000
 - Minor Safety - Lighting - \$25,000
 - Minor Safety - High Risk Rural Intersections - \$200,000
 - Minor Safety Programme - Minor Works - \$50,000
 - Minor Safety - Roadside Hazards - \$200,000
 - Minor Safety - Walking & Cycling - \$100,000
 - Fernside Rd / Todds Rd Intersection - Safety Improvement - \$685,000

- (d) **Approves** the following projects being progressed within the available Council share of funding (i.e., within Council's 49% share) and as such will have a reduced scope. These are considered important projects to continue to progress:
- GCP Travel Demand Management Programme
 - Public Transport Infrastructure
 - Robert Coup Dr / Ohoka Rd Intersection Improvement - Design
 - Seal Widening
 - Lees Valley Willow Walls / Culverts Resilience Project
 - Minor Improvements - Drainage (culverts)
 - Mulcocks Rd & Fernside Rd Rail Crossings in conjunction with NZTA & KiwiRail
- (e) **Approves** the following projects being progressed to design stage only within the Council share of funding already allocated (i.e., within Council's 49% share):
- Oxford Rd / Lehmans Rd Roundabout - Design
 - Widen Skewbridge Rd - Skew Bridge to Mulcocks - Design
 - Widen Skewbridge Rd - Mulcocks to Threlkelds - Design
 - Bradleys Rd / McHughs Rd / Tram Rd Intersection – Design
 - Minor Improvements - Flood Resilience Depot Rd - Design
- (f) **Approves** the following projects not being progressed in the current year, however, timing can be considered as part of the upcoming Annual Plan process:
- Rangiora Woodend Road Improvements - Widening & Hazard removal
 - Two Chain Rd / Tram Rd Intersection - Safety Improvements
 - Ashley Gorge Rd / German Rd - Safety Improvements
 - Oxford Rd / Tram Rd Intersection - Safety Improvement
 - Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass
 - Lees Valley Bypass Bridge
- (g) **Approves** the following projects not being progressed at this time, with projects to be move outside of the current NLTP 2024-27 period:
- Walking & Cycling Implementation
 - Mafeking Bridge improvements
 - Woodend to Ravenswood Walking & Cycling Connection
 - Fawcetts Rd / Cones Rd Intersection
 - Flaxton Rd / Fernside Rd east Intersection
 - Luminaire Management system and LED conversion
- (h) **Notes** that the following projects have had co-funding approved and as such can proceed as planned:
- South Eyre Rd / Giles Rd / Tram Rd Intersection - Safety Improvements - Design only
 - Rangiora Woodend Rd / Boys Rd / Tuahiwi Rd Intersection - Design only
 - Tram Rd/No. 10 Rd Intersection - Realignment & Safety Improvements.
- (i) **Notes** that the overall effect on Rates of Recommendations (b) to (h) as above recommendations is a decrease to the Roding rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact to the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28. The capital projects are loan funded.
- (j) **Notes** that this request for additional budget would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.
- (k) **Notes** that moving projects out will have the effect of delaying rates increases until such time as the works are carried out in the future.

- (l) **Notes** that should funding become available at any stage during the NLTP period, that consideration could then be given to bringing forward funding to allow projects to proceed. It is considered that there is a small likelihood of this occurring, as there is limit funding in this area and any there is likely to be strong competition for any excess funding.
- (m) **Notes** that the New Footpath Programme is able to continue as planned, as Council budgets had assumed co-funding would not be received through the National Land Transport Programme (NLTP).
- (n) **Notes** that feedback from the Community can be sought through the upcoming 2025/26 Annual Plan process, including consideration of funding for the Minor Safety Programme for 2025/26 and 2026/27 financial years.
- (o) **Notes** that budget has been allocated through the Long Term Plan in 2024/25 to progress the preliminary work on the Rangiora Eastern Link Road.

3. **BACKGROUND**

- 3.1. Low-Cost Low-Risk funding category provides for the construction / implementation of low cost and low risk improvements to a maximum total approved cost per project of \$2 million.
- 3.2. The \$2 million project funding limit is inclusive of all costs such as professional services, administration and related overheads, property and construction/implementation costs
- 3.3. NZ Transport Agency expects Low-cost Low-risk programmes to be firmly linked to activity management planning documents (e.g. activity management plans (AMPs), road safety action plans (RSAPs) and regional land transport plans (RLTPs)) as well as long term plans (LTPs).
- 3.4. Key principles for Low-cost Low-risk programmes include:
 - 3.4.1. The activities in these programmes will be optimised by following a straightforward process to reflect the government's priorities. Investment partners can apply their own assessment framework during their programme prioritisation, but there is a clear expectation they will assess an individual project's alignment with the appropriate activity class results alignment criteria.
 - 3.4.2. Projects within a Low-cost Low-risk programme will not need to calculate a benefit-cost ratio. Road Controlling Authorities specify the principal benefit the project is seeking to achieve.
- 3.5. As part of the 2024-27 NLTP funding bid, Waimakariri District Council requested funding of \$18 million for Low-cost Low-risk Low Risk activities. This included a number of safety improvements, intersection upgrades, walking & cycling improvements, infrastructure upgrades and the minor safety programme.
- 3.6. NZTA has endorsed funding to the value of \$700,000 for the area of Low-Cost Low-Risk for the three-year NLTP period, which is significantly below the Council allocated budget.
- 3.7. Therefore, this leaves a funding difference of \$17.3 million for the NLTP period. While Council share is available (i.e., Council's 49% share which is \$8.47 million), the NLTP funding share has not been approved.
- 3.8. The Low-Cost Low-Risk Programme put forward went through a vigorous discussion with Council to consider and balance affordability with the growing demands and needs of the network. Projects included were proposed to maintain a safe network and continuing to slowly build on the districts walking & cycling network. The Long Term Plan (LTP) has been adopted based on these funding assumptions.

4. **ISSUES AND OPTIONS**

- 4.1. Consideration has been given to the options for progressing the capital projects as approved in the Long Term Plan. The following options are available to Council:

4.2. Option One – Fund the shortfall up to the full LTP Programme of works

This option would see Council fully fund the shortfall over the three-year period, between the budgets approved in the LTP and the NZ Transport Agency endorsed funding.

NZ Transport Agency has endorsed funding to the value of \$700,000 for the three-year period which is significantly below the Council allocated budget. This results in a funding difference of \$17.3 million for the period.

Of this funding difference, the WDC share at 49% has already been budgeted in the Long Term Plan, meaning the amount to be funded would be the 51% requested but not approved by NZTA. This 51% equates to \$8.823 million over the three-year period.

The shortfall of \$8.82 million could be loan funded over a 25-year period from 2024/25 with an increase to the Roding Rate of 1.5% in 2025/26, 2.5% in 2026/27 and 3.1% in 2027/28. The rating impact to the General Rate results in an increase of 0.2% in 2025/26, 0.4% in 2026/27 and 0.5% in 2027/28.

This is not the recommended option due to the rating impact on the Community.

4.3. Option Two – Advance key projects, delay others, and continue to seek additional funding

This option would take a strategic approach to the delivery of projects based on Council priorities and benefit to the Community. Projects which have had co-funding approved would continue as planned and the following approach would be undertaken with projects which have been declined:

The following projects which have not been funded would be taken through design stage which the budgeted Council share of funding and be ready for progressing should funding become available:

- Oxford Rd / Lehmans Rd Roundabout - Design
- Widen Skewbridge Rd - Skew Bridge to Mulcocks - Design
- Widen Skewbridge Rd - Mulcocks to Threlkelds - Design
- Bradleys Rd / McHughs Rd / Tram Rd Intersection - Design
- Minor Improvements - Flood Resilience Depot Rd - Design

High priority safety projects including the Minor Safety Programme are very important to continue as they deliver important safety improvements which provide a high value to the community at a relatively low cost.

- Minor Safety - School Safety - \$50,000
- Broad/Harleston intersection - \$50,000
- Minor Safety - Speed Management - \$50,000
- Minor Safety - Intersection Improvements - \$120,000
- Minor Safety - Lighting - \$25,000
- Minor Safety - High Risk Rural Intersections - \$200,000
- Minor Safety Programme - Minor Works - \$50,000
- Minor Safety - Roadside Hazards - \$200,000
- Minor Safety - Walking & Cycling - \$100,000
- Fernside Rd / Todds Rd Intersection - Safety Improvement - \$685,000

This option would allow for these safety projects to continue to be fully delivered as planned in year one, with years two and three being considered through the Annual Plan process.

The following projects would be delayed and considered as part of the 2025/26 Annual Plan:

- Rangiora Woodend Road Improvements - Widening & Hazard removal
- Two Chain Rd / Tram Rd Intersection - Safety Improvements
- Ashley Gorge Rd / German Rd - Safety Improvements
- Oxford Rd / Tram Rd Intersection - Safety Improvement
- Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass
- Lees Valley Bypass Bridge

The following projects would be moved outside of the current NLTP Period:

- Walking & Cycling Implementation
- Mafeking Bridge improvements
- Woodend to Ravenswood Walking & Cycling Connection
- Fawcetts Rd / Cones Rd Intersection
- Flaxton Rd / Fernside Rd east Intersection
- Luminaire Management system and LED conversion

Option Two is the recommended option as it allows Council to continue progressing high priority projects and to be positioned such that should funding become available then Council would be able to respond quickly.

This option would require additional budget of \$925,840 to be allocated to top up these safety projects. This would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.

The rating impact of funding the shortfall for high priority safety projects and moving other projects out is a decrease to the Roding Rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact to the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28.

Capital projects are loan funded. It is noted that moving projects out will have the effect of delaying rates increases until such time as the works are carried out in the future.

4.4. Option Three – Push Projects with no co-funding out for Consideration as Part of the 2025/26 Annual Plan

This option would see all capital projects which did not receive co-funding through the National Land Transport Programme moved out and not progressed in the 2024/25 year.

NZ Transport Agency has endorsed funding to the value of \$700,000 for the three-year period which is significantly below the Council allocated budget. This results in a funding difference of \$17.3 million for the period.

This would mean the WDC share at 49% which has already been budgeted in the Long Term Plan would not be utilised and would essential become available. This 49% equates to \$8.477 million over the three-year period. The rating impact of pushing projects with no co-funding out is a decrease to the Roding Rate of 1.0% in 2025/26. The rating impact to the General Rate results in a decrease of 0.2% in 2025/26.

This would result in a poor safety outcome, as important safety projects would not be progressed in the current financial year, resulting in improvements requested by the Community / Schools being delay. As such this is not the recommended option.

- 4.5. It is noted that staff will continue to work with NZ Transport Agency Investment Advisors and investigate opportunities for alternate funding, to progress projects where possible. Should any additional funding be secured then this would be reported to Council

Implications for Community Wellbeing

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

Reduced investment in safety and infrastructure projects will mean that known safety issues may not be addressed or there may be delays which can create safety risks for pedestrians, cyclists and road users. As a high growth district, there is a need to keep up with infrastructure improvements to cater for current and continuing growth.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report, as a reduced programme of improvements will impact widely across the district.

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.

A reduced programme of improvements will impact widely across the district.

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.

Should proposed improvements be pushed out, this can impact on the safe operation of intersections and road corridors, adversely impacting the operation of the transport network.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

The additional budget requested is not included in the Annual Plan/Long Term Plan. The recommended option would require additional budget of \$925,840 to be allocated to top up these safety projects. This would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.

The rating impact of funding the shortfall for high priority safety projects and moving other projects out is a decrease to the Roding Rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact to the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28.

6.2. **Sustainability and Climate Change Impacts**

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

Should proposed improvements be pushed out, this can impact on the safe operation of intersections and road corridors, adversely impacting the operation of the transport network, creating congestion and increasing carbon emissions.

6.3 **Risk Management**

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

The primary risk to be considered is the risk of increasing safety issues on the network should safety improvements not proceed. There is also a risk of negative feedback from the Community where high priority improvements (such as intersections) are not undertaken in a timely manner.

6.4 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report, as under investment in improvements could result in increasing safety issues and congestion on the network.

7. **CONTEXT**

7.1. **Consistency with Policy**

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. **Authorising Legislation**

Not applicable

7.3. **Consistency with Community Outcomes**

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

The relevant community outcomes are:

Social:

A place where everyone can have a sense of belonging...

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Environmental:

...that values and restores our environment...

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- Our district transitions towards a reduced carbon and waste district.
- The natural and built environment in which people live is clean, healthy and safe.

Economic:

...and is supported by a resilient and innovative economy.

- Infrastructure and services are sustainable, resilient, and affordable.

7.4. **Authorising Delegations**

This matter is for consideration by Council as it has financial and levels of service implications.

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03 September 2024

Jeff Millward
Chief Executive Officer
Waimakariri District Council
Email: jeff.millward@wmk.govt.nz
Cc: dan.gordon@wmk.govt.nz; James.Caygill@nzta.govt.nz

Dear Jeff,

2024-27 National Land Transport Programme – Final decisions

The NZ Transport Agency Waka Kotahi (NZTA) Board has now adopted the 2024-27 National Land Transport Programme (NLTP). The NLTP is our commitment to the Government's priorities for the land transport system set out in the Government Policy Statement on land transport 2024 (GPS 2024). These are boosting economic growth and productivity, increasing resilience and maintenance, improving safety and focusing on value for money.

Thank you for the huge amount of time and effort you've put into developing your submissions and supporting documentation. It's only through working closely together that we've been able to develop this NLTP.

Canterbury Investment for 2024-27

- A total of \$1.8 billion is forecast to be invested in Canterbury in the 2024-27 National Land Transport Programme (NLTP) period.
- Investment in Canterbury during the 2024-27 NLTP will support the region's critical role as the economic powerhouse of the South Island. This will be targeted at strengthening critical freight routes to boost economic growth and improving travel times.
- The \$1.8 billion forecast investment includes:
 - \$364m forecast maintenance operations investment
 - \$541m forecast for pothole prevention
 - \$538m forecast improvements investment
 - \$351m forecast public transport investment
 - \$4m forecast safety investment
 - \$13.4m forecast walking and cycling investment

Canterbury investment highlights for 2024-27

- Work will progress on the SH1 Belfast to Pegasus Motorway and Woodend Bypass Road of National Significance
- Work will progress on 3 Roads of Regional Significance
 - SH1 Rolleston access improvements – design completion and property purchase, with construction to begin towards the end of the period.

- SH75 Halswell Road improvements, including new bus lanes
- A second Ashburton Bridge
- Reseal or rebuild 575 lane kilometres of the state highway network
- Complete design and strategic property purchase for SH76 Brougham Street
- Replace two bridges on SH82 - Waihao North Branch and Elephant Hill
- Replace a key Christchurch emergency evacuation bridge on Pages Road
- Construct the northbound Commercial Vehicle Safety Centre at Rakai

More information

This factsheet includes key highlights of our investment in Canterbury. For more information on the 2024–27 NLTP, visit our website.

Attachment 1 sets out your continuous programme allocations and your low-cost, low risk programme allocation.

The complete list of activities included in the NLTP can be viewed [here](#).

Ministerial Expectations in GPS 2024

GPS 2024 includes a Statement of Ministerial Expectations for NZTA and the sector in general. This statement recognises the need for active cooperation of all players in the sector to deliver the results for the land transport system that New Zealanders want and deserve.

NZTA is expected to ensure that road controlling authorities and public transport authorities follow the Ministerial expectations where applicable. In particular, it is expected that the NZTA will ensure Ministerial expectations are incorporated into the requirements placed on other road controlling and public transport authorities as a condition of inclusion of their projects in the National Land Transport Programme (NLTP).

We've reflected in Attachment 2 how approved organisations can actively support the delivery of the Minister's expectations in GPS 2024. I would also urge you to ensure that you and your staff are familiar with the contents of the GPS including Section 5 where the expectations are set out.

Conditions of inclusion in the NLTP and funding

Alongside adoption of the NLTP, the NZTA Board also approved terms and conditions that apply to NLTP funding approvals during this NLTP period for activities of approved organisations or NZTA (for its own activities). These terms and conditions are set out in Attachment 3 and tie in the general requirements and conditions set out on NZTA's website and any other conditions attached by NZTA to funding of any specific activity. They also reflect and support the Ministerial expectations highlighted above.

These terms and conditions provide that NZTA may develop and provide to approved organisations (and NZTA (for its own activities)) other specific requirements to achieve Ministerial expectations (including measures to assess whether an approved organisation is making appropriate progress), and self-assessment and reporting requirements to demonstrate the steps that an approved organisation has taken to meet relevant expectations and any specific requirements. We are currently in the process of considering what specific requirements, self-assessment and reporting requirements are needed to achieve the Ministerial expectations. We will provide these to you once they have been developed. Generally, this is likely to include requiring:

- periodic self-evaluation and reporting of your performance against Ministerial expectations, including identifying improvements in practices to enhance performance;

- monitoring alignment with Ministerial expectations by NZTA as part of future investment audits.

We also anticipate that the reconstituted Road Efficiency Group (REG) will support opportunities for benchmarking, sharing of best practice, use of REG tools etc. to assist in meeting these expectations. The Director of Regional Relationships for your region, James Caygill, will be in contact with you to answer any questions you may have relating to the decisions made and to discuss any questions or concerns you may have. However, please feel free to contact him at your own convenience.

We look forward to continuing to work closely with you in coming months as we work to deliver on the Government's priorities.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nicole Rosie', with a stylized flourish at the end.

Nicole Rosie
Chief Executive

Attachment 1
Approved investment for 2024-27 NLTP – Waimakariri District Council

Continuous programme allocation

The NZTA Board has endorsed the final allocations for your continuous programmes as shown in the table below.

Activity Class	2024-27 indicative funding allocation	2024-27 funding allocation at NLTP adoption
Local Road Pothole Prevention	\$30,506,000	\$30,506,000
Local Road Operations	\$17,336,000	\$17,336,000
Bridge & Structure Renewals	\$751,000	\$751,000
Walking and Cycling	\$900,000	\$900,000
Safety	\$353,000	\$353,000

The figures above are in total cost which is both local and NLTF share.

Low cost, low risk allocation

In this NLTP, given the available funding and existing commitments, coupled with the specific priorities of the GPS, LCLR programmes were only affordable in the state highway improvements and local road improvements activity classes for high GPS aligned activities. Cashflows in other activity classes are for committed projects.

The NZTA Board has endorsed allocations for your low cost low risk programmes as shown in the table below.

Activity Class / Funding Source	2024-27 allocation
Local road improvements	\$700,000

The figures above are in total cost which is both local and NLTF share.

Where LCLR allocation also includes funding for the completion of committed activities, these activities should be prioritised and completed by December 2025.

For more project specific detail, please discuss with your investment advisor.

In addition to the LCLR allocations outlined above, NLTP 2024-27 establishes a new \$100m fund for low cost (<\$2m) improvements that are targeted at delivering on the GPS strategic priorities of economic growth and productivity, increased resilience, and value for money.

The new fund will be available to low cost low risk projects that deliver on these strategic priorities and are assessed by NZTA as having a high GPS alignment or high net present value. Please contact your NZTA maintenance investment advisor for further detail regarding access to this fund.

Attachment 2

Supporting delivery on the Minister of Transport's expectations outlined in GPS 2024

A focus on delivery

Approved organisations are expected to:

- demonstrate contribution of their proposed activities to the GPS strategic priorities and GPS expectations.
- actively seek to progress and deliver their funded activities in line with the GPS expectations.
- ensure their business cases are focussed on the primary transport objective(s) of their projects, are completed in a timely fashion to control costs and deliver on the strategic priorities of the GPS.
- maintain a tight control on the scope and cost of their projects and adopt a “no frills” approach. (GPS 2024 gives examples of “no frills” and NZTA is considering providing further guidance around this approach).

A focus on core business

Road controlling authorities are expected to:

- act primarily as delivery agencies (alongside NZTA), recognising that the Ministry of Transport is to lead the oversight and development of policy for New Zealand's transport system.

A focus on value for money

Approved organisations are expected to:

- choose the most advantageous combination of whole of life cost and infrastructure quality to meet a “no frills” specification that delivers the primary transport objective of the project in the most cost-effective manner. This requires identifying the project's primary objectives and will affect option selection. (NZTA is currently revising its guidance in this regard).
- monitor its operational expenditure to ensure that it is achieving value for money and that it can deliver within approved NLTF funding approvals. Reporting on operational expenditure continues to be via Transport Investment Online. Forecasting future expenditure continues to be via the Programme Monitor on a quarterly basis.
- focus on providing services that meet the needs and expectations of users.
- in the case it has approved funding for a road safety promotion programme, will identify the most cost effective and beneficial method for carrying out that programme. This may be supporting national advertising, rather than engaging in regional or local advertising and only engaging in advertising where necessary.

Road controlling authorities are expected to:

- obtain value for money by keeping costs under control and identifying savings that can be reinvested back into maintaining or improving the land transport network.
- actively seek to reduce expenditure on temporary traffic management through a risk-based approach while maintaining safety of workers and road users.
- report expenditure on temporary traffic management in a way that these costs can be reported by NZTA to the Minister each month. This requires requesting contractors to itemise TTM costs in their contract claims.
- consider the use of standardising design or delivery of building and maintaining roading infrastructure where appropriate to do so to obtain value for money.
- be open to new models of delivery that are likely to result in better and smarter services and/or lower costs.
- for proposed investments in walking and cycling, undergo robust consultation with community members and business owners that could be affected by the investment, prior to any investment decisions being made.

Consider other revenue sources and other funding and delivery models

Approved organisations are expected to:

- consider relevant funding and financing options in relation to each of their projects.
- consider relevant sources of third party funding in relation to their projects and actively pursue those deemed suitable and include in each project's funding mix.
- consider relevant delivery models that represents value for money and balance appropriate levels of risk and timely delivery.

Increased focus on performance and efficiency

Road controlling authorities are expected to:

- comply with requirements in the NZTA Performance and Efficiency Plan that are relevant to an RCA. These relate to management of programmes, asset management practices, price/quality trade-offs for maintenance and operations expenditure, business case and cost estimation, managing overheads and back-office costs, and other GPS requirements and Ministerial expectations.
- monitor and provide information to NZTA to enable monthly reporting to the Minister on delivery of the Performance and Efficiency Plan.
- review their activity management plans in order to improve long-term maintenance outcomes by increasing the percentage of rehabilitation of the local road network towards 2% per annum. RCAs will deliver in accordance with approved funding for 2024-27 and will identify what funding is required to lift to 2% in future years.
- review their activity management plans in order to achieve long-term maintenance outcomes by increasing resurfacing the local road network towards 9% per annum. RCAs will deliver in accordance with approved funding for 2024-27 and will identify what funding is required to lift to 9% in future years.
- demonstrate progress towards fixing potholes on local roads within 24 hours of inspection. This requires best endeavours where it is value for money to repair potholes within that timeframe. RCAs will report on a monthly basis the response times for repairing potholes on its local road network.

Specific expectations relating to public transport

Public transport authorities are expected to:

- actively work towards increasing farebox recovery by 30 June 2027. This includes operating within approved funding of public transport continuous programmes, reviewing services that are delivering very low farebox recovery and considering appropriate fares.
- support and actively work towards transition to, delivery of and operation of the National Ticketing Solution in partnership with NZTA. This includes aligning concessionary fare structures with national policy to make the National Ticketing Solution cost effective and value for money for customers.

Supporting NZTA to report on the expectations

Approved organisations are expected to:

- use best endeavours to support NZTA in reporting on progress towards meeting the Minister's expectations in relation to GPS 2024 by providing information relating to their respective local transport networks.

Attachment 3

Terms and Conditions of NLTF funding for activities during NLTP 2024-2027 period

- 1 The following terms and conditions apply to the approval by NZTA of funding from the National Land Transport Fund (**NLTF**) during the 2024-2027 NLTP period for approved activities carried out by an approved organisation or NZTA (for its own activities).
- 2 The approved organisation or NZTA (for its own activities):
 - 2.1 must comply with all the general requirements and conditions set out on NZTA's website (as amended from time to time)([2024-27 NLTP investment requirements | NZ Transport Agency Waka Kotahi \(nzta.govt.nz\)](#)) applying to organisations who receive NLTF funding for approved activities, and any other conditions that NZTA attaches to funding of any activity (including those conditions communicated to approved organisations when advising indicative funding allocations for continuous programmes);
 - 2.2 must take all reasonable and practicable steps available to it to support it:
 - (1) meeting the Minister of Transport's expectations for the land transport sector set out in Section 5 of the Government Policy Statement on land transport 2024/25–2033/34(including as those expectations are communicated in writing by NZTA for particular types of funding or activity); and
 - (2) satisfying any other requirements and conditions specified by NZTA in relation to an approved activity and a particular Ministerial expectation; and
 - 2.3 must comply with any self-assessment and reporting requirements linked to Ministerial expectations (referred to below).
- 3 NZTA may develop (and update) and provide to approved organisations and NZTA (for its own activities):
 - 3.1 other specific requirements to achieve Ministerial expectations (including measures to assess whether an approved organisation is making appropriate progress); and
 - 3.2 self-assessment and reporting requirements to demonstrate the steps that an approved organisation has taken to meet relevant expectations and any specific requirements.
- 4 If NZTA determines that:
 - 4.1 the steps taken (or the progress being made) by an approved organisation, or NZTA for its own activities, to meet relevant expectations or any specific requirement is not satisfactory; or
 - 4.2 an approved organisation, or NZTA for its own activities, has failed to comply with the self-assessment and reporting requirements,

NZTA may, at its discretion:

 - 4.3 require the approved organisation, or NZTA, to provide further information to NZTA and/or propose how it will address or remedy the matter;
 - 4.4 amend the funding approval for the relevant approved activities to lower the amount of funding approved; and/or
 - 4.5 withhold (or make subject to additional supplemental conditions) funding for that approved activity.

No.	Activity name	AO extra field #1	Requested budget for NLTP period by year			NLTP Request (across 3 years)	Recommended Approach	Surplus or Shortfall*	Updated Budget after Proposed Changes			
			Total cost \$'s 2024/25	Total cost \$'s 2025/26	Total cost \$'s 2026/27				Budget 2024/25	Budget 2025/26	Budget 2026/27	Total Budget for 3 years
1	New footpaths	Ongoing work to provide a footpath on at least one side of the road.	200,000	0	100,000	300,000	Budgeted as unsubsidised. No impact.	\$ -	\$ 200,000		\$ 100,000	\$ 300,000
2	South Eyre Rd / Giles Rd / Tram Rd Intersection - Safety Improvements - Design only	Roundabout - brings together two major freight routes with inadequate design leading to poor gap perception and risk taking.	0	0	100,000	100,000	Co-funding approved. No impact	\$ -			\$ 100,000	\$ 100,000
3	Rangiora Woodend Rd / Boys Rd / Tuahiwi Rd Intersection - Design only	Complicated intersection on arterial link to SH 1, also high crash risk.	0	0	100,000	100,000	Co-funding approved. No impact	\$ -			\$ 100,000	\$ 100,000
4	Tram Rd/No. 10 Rd Intersection - Realignment & Safety Improvements	Part of improvement of key route. Addressing safety issues at high speed rural intersection design.	0	50,000	450,000	500,000	Co-funding approved. No impact	\$ -	\$ 50,000		\$ 450,000	\$ 500,000
5	GCP TDM Programme	Share of the Greater Christchurch TDM Implementation encouraging alternative modes of transport.	100,000	100,000	150,000	350,000	Continue with local portion. Recommend	\$ -	\$ 49,000	\$ 49,000	\$ 73,500	\$ 171,500
6	PT Infrastructure	New bus stops, shelters, RTI to cater for and encourage growth in passenger transport usage.	125,000	200,000	200,000	525,000	Continue with local portion. Recommend	\$ -	\$ 61,250	\$ 98,000	\$ 98,000	\$ 257,250
7	Robert Coup Dr/Ohoka Rd Implementation - Design	High traffic volumes and speed have led to an increased crash problem at this intersection.	0	0	200,000	200,000	Continue with local portion. Recommend	\$ -	\$ -	\$ -	\$ 98,000	\$ 98,000
8	Seal Widening	Network has significant edgebreak issues, seal widening will help where the major problem is width of seal and oversized vehicles, not drainage.	0	60,000	0	60,000	Continue with local portion. Recommend	\$ -	\$ -	\$ 29,400	\$ -	\$ 29,400
9	Lees Valley Willow Walls/culverts Resilience Project	Stabilising of slips using willow wall planting to reinforce failure areas, & adding /upsizing culverts in areas frequently washed out	100,000	100,000	0	200,000	Continue with local portion. Recommend	\$ -	\$ 49,000	\$ 49,000	\$ -	\$ 98,000
10	Minor Improvements - Drainage (culverts)	Upgrading of undersized culverts to prevent washing out of roadway during flooding	0	0	100,000	100,000	Continue with local portion. Recommend	\$ -	\$ -	\$ -	\$ 49,000	\$ 49,000
11	Mulcocks Rd & Fernside Rd Rail Crossings in conjunction with NZTA & KiwiRail	Investigation into impacts of possible closure of these intersections due to safety concerns with short stacking distances at the rail crossing. To be carried out in conjunction with Waka Kotahi and KiwiRail	0	200,000	0	200,000	Continue with local portion. Recommend	\$ -	\$ -	\$ 98,000	\$ -	\$ 98,000
12	Minor Safety - School Safety	School Safety - improvements in the vicinity of schools to minimise potential harm to children	50,000	50,000	50,000	150,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 76,500.00	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
13	Broad/Harleston intersection	Intersection improvement	50,000	0	50,000	50,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 25,500.00	\$ 50,000	\$ -	\$ -	\$ 50,000
14	Minor Safety - Speed Management	Speed Management	50,000	50,000	50,000	150,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 76,500.00	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
15	Minor Safety - Intersection Improvements	Intersection Improvements	120,000	120,000	120,000	360,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 183,600.00	\$ 120,000	\$ 120,000	\$ 120,000	\$ 360,000
16	Minor Safety - Lighting	Improvement to illuminate pedestrian crossings.	25,000	25,000	25,000	75,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 38,250.00	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000
17	Minor Safety - High Risk Rural Intersections	Identified intersections with high crash rates. Minor improvements will have significant impact on outcomes and should provide favourable BCRs	200,000	200,000	180,000	580,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 295,800.00	\$ 200,000	\$ 200,000	\$ 180,000	\$ 580,000
18	Minor Safety Programme - Minor Works	Minor Works	50,000	50,000	50,000	150,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 76,500.00	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
19	Minor Safety - Delineation Upgrades	In order for vehicles to travel at a consistent and suitable speed, particularly at night, they need to see where they are going, and appropriate delineation assists in this.	0	100,000	0	100,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 51,000.00	\$ -	\$ 100,000	\$ -	\$ 100,000
20	Minor Safety - Roadside Hazards	Roadside Hazard Removal	200,000	200,000	200,000	600,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 306,000.00	\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000
21	Minor Safety - Walking & Cycling	Minor Walking & Cycling Projects	100,000	100,000	100,000	300,000	Highly Recommend - Safety project. Would require additional funding for shortfall.	\$ 153,000.00	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
22	Safe Speeds Around Schools	Installation of speed signs, roadmarking and any other infrastructure designed to slow traffic outside schools	0	550,000	0	550,000	Highly Recommended - Safety around schools. May increase dependent on requirements for signage. Further report once the new rule is released.	\$ 280,500.00	\$ -	\$ 550,000	\$ -	\$ 550,000
23	Townsend Rd Culvert Widening	Removal of concrete culvert headwalls & extension of culvert - part of improvement to key rangiora route.	0	700,000	0	700,000	Highly Recommend - Safety project.	\$ 357,000.00	\$ -	\$ 700,000	\$ -	\$ 700,000
24	Fernside Rd / Todds Rd Intersection - Safety Improvement	Intersection improvement including minor realignment and the installation of a Right Turn Bay	414,000	0	0	414,000	Highly Recommend - Safety project. Estimated cost reported to Council \$685,000.	\$ 482,140.00	\$ 685,000	\$ -	\$ -	\$ 685,000
25	Oxford Rd / Lehman's Rd Roundabout	Intersection improvement will improve access for trucks turning out of Lehman's Rd - current easiest alternative is via West Belt, which is a residential area	100,000	1,400,000	0	1,500,000	Delay project Push project to year 4. Hold \$100k budget for detailed design. May bring back into Year 3 if funding becomes available.	-\$ 635,000.00	\$ 100,000	\$ -	\$ -	\$ 100,000
26	Widen Skewbridge Rd - Skew Bridge to Mulcocks	Current road width is too narrow for freight to travel at an appropriate speed for this route.	50,000	623,000	0	673,000	Delay project Push project to year 5. Hold \$50k budget for detailed design. May bring back into Year 3 if funding becomes available.	-\$ 279,770.00	\$ 50,000	\$ -	\$ -	\$ 50,000
27	Widen Skewbridge Rd - Mulcocks to Threikelds	Current road width is too narrow for freight to travel at an appropriate speed for this route.	0	50,000	666,000	716,000	Delay project Push project to year 5. Hold \$50k budget for detailed design. May bring back into Year 3 if funding becomes available.	-\$ 300,840.00	\$ -	\$ 50,000	\$ -	\$ 50,000
28	Bradleys Rd / McHugh's Rd / Tram Rd Intersection - Rural Roundabout - Design	Safe Network Programme - Rural roundabout	1,800,000	0	0	1,800,000	Delay project Push project to year 5. Hold \$75k budget for detailed design. May bring back into Year 3 if funding becomes available.	-\$ 807,000.00	\$ 75,000	\$ -	\$ -	\$ 75,000

No.	Activity name	AO extra field #1	Requested budget for NLTP period by year			NLTP Request (across 3 years)	Recommended Approach	Surplus or Shortfall*	Updated Budget after Proposed Changes			
			Total cost \$'s 2024/25	Total cost \$'s 2025/26	Total cost \$'s 2026/27				Budget 2024/25	Budget 2025/26	Budget 2026/27	Total Budget for 3 years
29	Minor Improvements - Flood resilience	Projects to upgrade network issues as identified during last major flood event.	300,000	700,000	0	1,000,000	Tram Rd & Woodfields Rd \$300k funding from another budget. No longer required. Delay spend on Depot Road Improvements. Design \$50,000 in Year 3. Move construction to Year 4	-\$ 440,000.00	\$ -	\$ -	\$ 50,000	\$ 50,000
30	Rangiora Woodend Road Improvements - widening & Hazard removal	Route improvements and priority changes Waka Kotahi are proposing on SH1	50,000	150,000	0	200,000	Move budget within the NLTP period. Consider as part of the Annual Plan.	\$ 102,000.00	\$ -	\$ 50,000	\$ 150,000	\$ 200,000
31	Two Chain Rd / Tram Rd Intersection - Safety Improvements	Safe Network Programme - RIAWS	0	250,000	0	250,000	Consider as part of the Annual Plan.	\$ 127,500.00		\$ 250,000		\$ 250,000
32	Ashley Gorge Rd / German Rd	Safety Improvements	250,000	0	0	250,000	Move budget within the NLTP period. Consider as part of the Annual Plan.	\$ 127,500.00			\$ 250,000	\$ 250,000
33	Oxford Rd / Tram Rd Intersection - Safety Improvement	Safe Network Programme - RIAWS	0	250,000	0	250,000	Consider as part of the Annual Plan.	\$ 127,500.00		\$ 250,000		\$ 250,000
34	Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass	Associated with RONs project	0	0	500,000	500,000	Consider as part of the Annual Plan.	\$ 255,000.00			\$ 500,000	\$ 500,000
35	Lees Valley Bypass Bridge	Replacing damaged bridge with concrete ford.	250,000	0	0	250,000	Move budget within the NLTP period. Consider as part of the Annual Plan.	\$ 127,500.00		\$ 250,000		\$ 250,000
36	Walking & Cycling Implementation	Development of Walking & Cycling Network. Network plan currently under development and connections being prioritised.	500,000	500,000	500,000	1,500,000	Move outside of current NLTP Period	-\$ 735,000.00	\$ -	\$ -	\$ -	\$ -
37	Mafeking Bridge improvements	Widening of existing bridge which is a pinch point on cycle network	50,000	550,000	0	600,000	Move outside of current NLTP Period	-\$ 294,000.00	\$ -	\$ -	\$ -	\$ -
38	Woodend to Ravenswood Walking & Cycling Connection	Walking & cycling connection	490,000	0	0	490,000	Move outside of current NLTP Period	-\$ 240,100.00	\$ -	\$ -	\$ -	\$ -
39	Fawcetts Rd / Cones Rd Intersection	Intersection improvements at a key alternative route to SH1 and Hurunui District	0	100,000	400,000	500,000	Move outside of current NLTP Period	-\$ 245,000.00	\$ -	\$ -	\$ -	\$ -
40	Flaxton/Fernside Rd east	Route needs upgrading to cope with increased traffic due to expansion of industrial activity and increased local traffic due to subdivision development upstream	0	50,000	450,000	500,000	Move outside of current NLTP Period	-\$ 245,000.00	\$ -	\$ -	\$ -	\$ -
41	Luminaire Management system and LED conversion	Improved energy efficiency by controlling amount of light and times of operation	100,000	50,000	50,000	200,000	Move outside of current NLTP Period	-\$ 98,000.00	\$ -	\$ -	\$ -	\$ -
	TOTALS		\$ 5,724,000	\$ 7,528,000	\$ 4,741,000	\$ 17,993,000	SAVINGS IN 2024/25:	-\$ 1,050,420.00	\$ 2,114,250	\$ 3,368,400	\$ 2,793,500	\$ 8,276,150

*Key:
 Overspend \$
 Underspend \$

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CMS-09-10-02/240919161438**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Chris Brown, General manager Community and Recreation**SUBJECT:** Oxford Health and Fitness Trust Loan**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

1.1. This purpose of this report is to seek approval from Council to issue a loan to the Oxford Health and Fitness Trust for \$200,000 to enable the extension of the current building located in Pearson Park in Oxford. In December 2023 Council approved in principle a loan. This approval was subject to the success or otherwise of Rata Foundation funding. The Trust has applied for Rata Foundation funding but have been unsuccessful.

1.2. The details of the loan being requested are identified below.

- Loan \$200,000
- Availability- In one lump sum on the commencement date
- Interest Rate at commencement of the loan- 4.6% (Councils average cost of funds)
- Loan Term- 10 years
- Interest Rate Review- The interest rate will be Councils yearly average cost of borrowing calculated every 12 months following the loan commencement date.
- Commencement Date- 7 October 2024
- The borrower may pay the balance at any time without penalty
- Establishment fee- Nil
- Loan commencement date 7 October 2024
- Loan Expiry date 6 October 2034 (unless paid off earlier)

Attachments:

- i. Concept and Design Plan TRIM - 231130192569
- ii. Oxford Health and Fitness Trust Loan Request December 2023 report TRIM GOV-01-04 / 231130192636
- iii. Letter of request from the Oxford Health and Fitness Trust TRIM 240919161379

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 240919161438.
- (b) **Approves** a community loan of \$200,000 for the Oxford Health and Fitness Trust to enable construction of an extension (as outlined in the plans included as attachment 1), with the following loan conditions:
- Loan \$200,000
 - Availability- In one lump sum on the commencement date
 - Interest Rate at commencement of the loan- 4.6% (Councils average cost of funds)
 - Loan Term- 10 years
 - Interest Rate Review- The interest rate will be Councils yearly average cost of borrowing calculated every 12 months following the loan commencement date.
 - Commencement Date- 7 October 2024
 - The borrower may pay the balance at any time without penalty
 - Establishment fee- Nil
 - Loan commencement date 7 October 2024
 - Loan Expiry date 6 October 2034 (unless paid off earlier)
- (c) **Notes** that the Council approved a loan in Principle in December 2023 which was subject to the outcome of Rata Foundation funding. The Oxford Health and Fitness Trust has confirmed that their application to Rata was unsuccessful.
- (d) **Notes** that the loan will have no effect on rates.
- (e) **Notes** that if the Oxford Health and Fitness Trust was to fold the ownership of the facility and assets would pass to Council as per the Trust Deed.

3. **BACKGROUND**

- 3.1. At its December 2023 meeting the Council passed the following resolution:
- (c) **Approves** in principle a loan of \$200,000 to the Oxford Health & Fitness Trust for the cost of building extensions subject to the outcome of a Rata Foundation community loan application.
 - (d) **Notes** that, should the loan be required, a later report will be brought to Council at the time which will include the specific details around this loan.
 - (e) **Notes** that the Pearson Park Advisory Group have been consulted and support the proposed building extension.
- 3.2. The Oxford Health and Fitness Trust have since confirmed that they have been unsuccessful in their application to the Rata Foundation for funding. As a result, the Trust has contacted Council staff to progress a community loan in order to progress their extension.
- 3.3. The Oxford Health and Fitness Centre was built in 2011 in Pearson Park and has been a popular facility for the local community since opening.
- 3.4. The Oxford Health and Fitness Trust (OHFT) own the facility and rent it to the North Canterbury Sport Trust (NCST) who manage and staff the centre. This relationship

between the two entities is a key element to the success of the gym. NCST have the experience and expertise in managing fitness centres and the rental income received by the OHFT Trust allows them to service debt and maintain the facility.

- 3.5. The proposed extension will allow additional room for fitness equipment, group exercise classes and personal training areas and is in response to the increasing demand for fitness space in the centre. As can be seen from the below image the current space allocated to group fitness classes is not suitable or safe and significantly limits what the NCST can offer to the Oxford Community.



- 3.6. The fitness centre currently has 407 members (increased from 362 as reported in the December 2023 report to Council) and is anticipating a significant increase in membership numbers with the proposed extension. Having a group exercise area will allow for a range of classes which are currently not on offer due to space constraints. Increasing the capacity of the fitness centre will have a positive impact on the community, enabling more people to access quality fitness and exercise programmes.
- 3.7. The proposed extension will be to the south of the existing footprint, adjacent to the swimming pool as shown in Figures 1 and 2.



Figure 1 – Fitness Centre with proposed extension as shaded

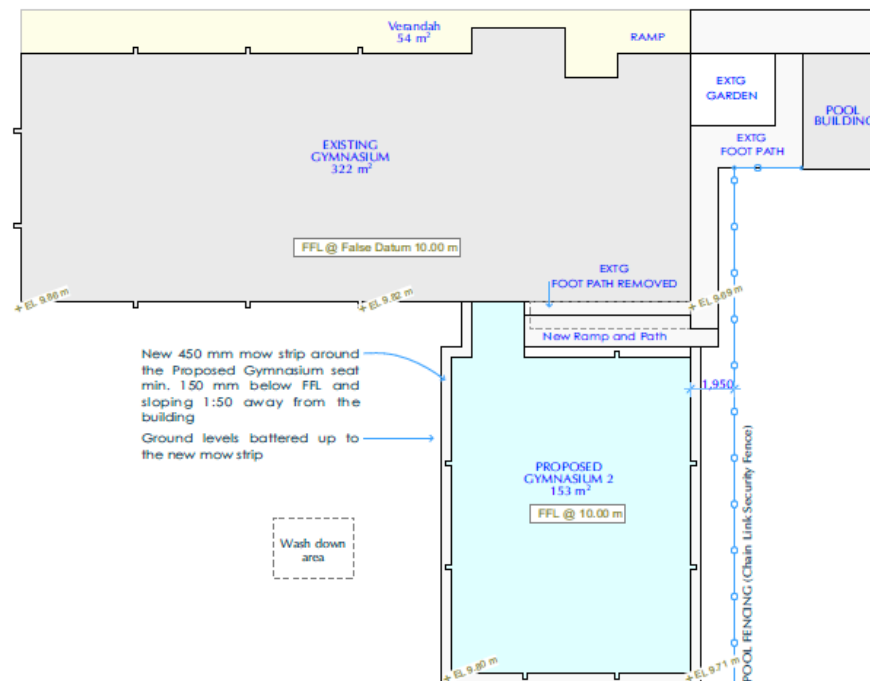


Figure 2 - Plan of Proposed Extension.

4. **ISSUES AND OPTIONS**

- 4.1. There are a number of options available to the Council as described in more detail below.
- 4.1.1. **Option 1** – Provide a community loan of \$200,000 for a term of 10 years with an interest rate \$4.65 as per the recommendations in this report. This is staffs preferred option.
 - 4.1.2. The Trust has a track record of successfully repaying loans having previously obtained a loan from the Rata foundation for the current building. The Trust lease the operation of the Health and Fitness Centre to the NCST who operate a Gym. The operating model has been successful over many years in generating revenue to service debt.
 - 4.1.3. It is expected that the extension will allow for additional revenue generation through additional gym memberships. The proposed extension will allow additional room for fitness equipment, group exercise classes and personal training areas and is in response to the increasing demand for fitness space in the centre.
 - 4.1.4. The extension is supported by the Pearson Park Advosry Group and will have a positive outcome for the health of the Oxford Community.
 - 4.1.5. **Option 2** – Decline the request for a \$200,000 loan. Staff do not recommend this option.
 - 4.1.6. The issuing of the loan will have no direct impact on rates. It will however have an effect on Councils debt ratio and does impact on Councils ability to allocate other funding in the future if debt ratio limits are reached.
 - 4.1.7. The Oxford Health and Fitness Trust is proposing to expand the building they own in order to meet community demand for health and wellbeing services. If the extension does not proceed it will have a negative impact on the health of parts of the Oxford Community.
 - 4.1.8. In order to stay relevant, it is essential that the current gym operating in the building can expand and modify their offering as fitness and wellbeing trends change. If the loan is not provided the gym may not be able to meet community demand and this would have a negative impact.
 - 4.1.9. **Option 3** – Offer the Oxford Health and Fitness Trust an alternative reduced loan amount. This is not recommended by staff. The Trust have been working on this project for many years. They have been able to successfully save approximately \$55,000 towards the project. They can prove that they have the ability to repay the loan and have security in the form of their current building which would revert to Council ownership should the Trust fold or not be able to meets is loan repayment obligation.
 - 4.1.10. There is a risk that further delaying the project will push the price of the extension higher. The Trust currently have a very competitive price to complete the extension and been successful in obtaining building consent.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The proposed extension of the fitness centre will increase levels of service for the community and provide more opportunities for residents to access fitness and exercise programmes.

- 4.2. 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. The Pearson Park Advisory Group has been consulted on this project and are in support of the proposed extension project.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The increased capacity of the fitness centre will be of interest to some members of the wider community. As already stated, membership numbers continue to increase at the fitness centre despite no formal advertising or marketing campaign. The NCST have confirmed that they get many enquiries from the wider community about the provision of group class space. Currently this is very limited. There are particular programs such as Silver Fitness classes which are very popular in the NCST's other gyms but are not able to be provided in a safe way in the current gym space. The extension will ensure that the offering provided keeps up with wider community demand and caters for a bigger cross section of the Oxford community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

6.1.1. There are financial implications of the decisions sought by this report. The issuing of the loan will have no direct impact on rates. It will however have an effect on Councils debt ratio and does impact on Councils ability to allocate other funding in the future if debt ratio limits are reached. The below table identifies the loan details including the monthly payment required over a 10 year loan term at a fixed interest rate of 4.65%. The interest rate is Council current average cost of funds.

LOAN REQUIRED	200,000
Interest Rate	4.65%
Rests	12
TERM (Years)	10
No of Repayments	120
Interest on Loan	50,471
Principal Repayments	200,000
Monthly Repayment	2,087
Annual Repayment	25,047

This budget is not 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.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. Should the Oxford Health and Fitness Trust fold, ownership of the facility and assets would pass to Council as per the OHFT Trust Deed. However, in this instance NCST would continue as facility managers which insures continuation of service delivery and loan repayment income.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report in relation to the construction of the proposed extension. Contractors will be required to supply Site Specific Safety Plans and the OHF Trust will also be required to supply safety plans on how the build will be managed whilst the current gym area is in use.

The extension will allow for group fitness classes to operate in a safer way. They currently operate next to the weights machines which increases risk and reduces the number of people that can attend classes. This will be specifically beneficial for the silver fitness classes who use chairs to assist fitness and require additional space.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act

7.3. Consistency with Community Outcomes

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

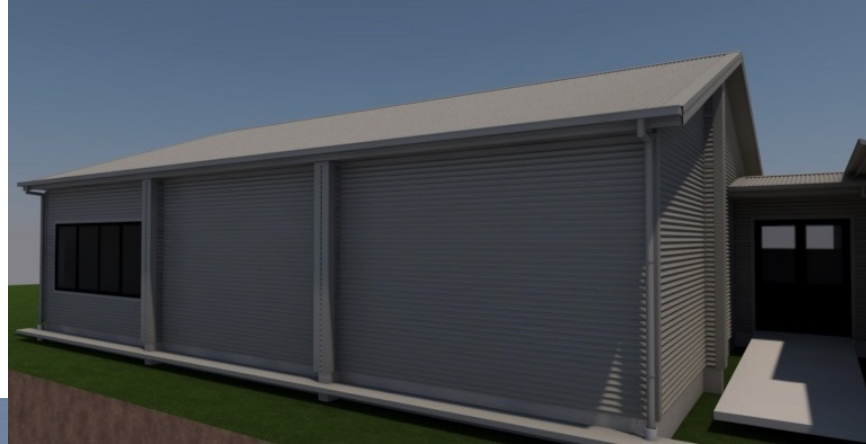
Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.

Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.

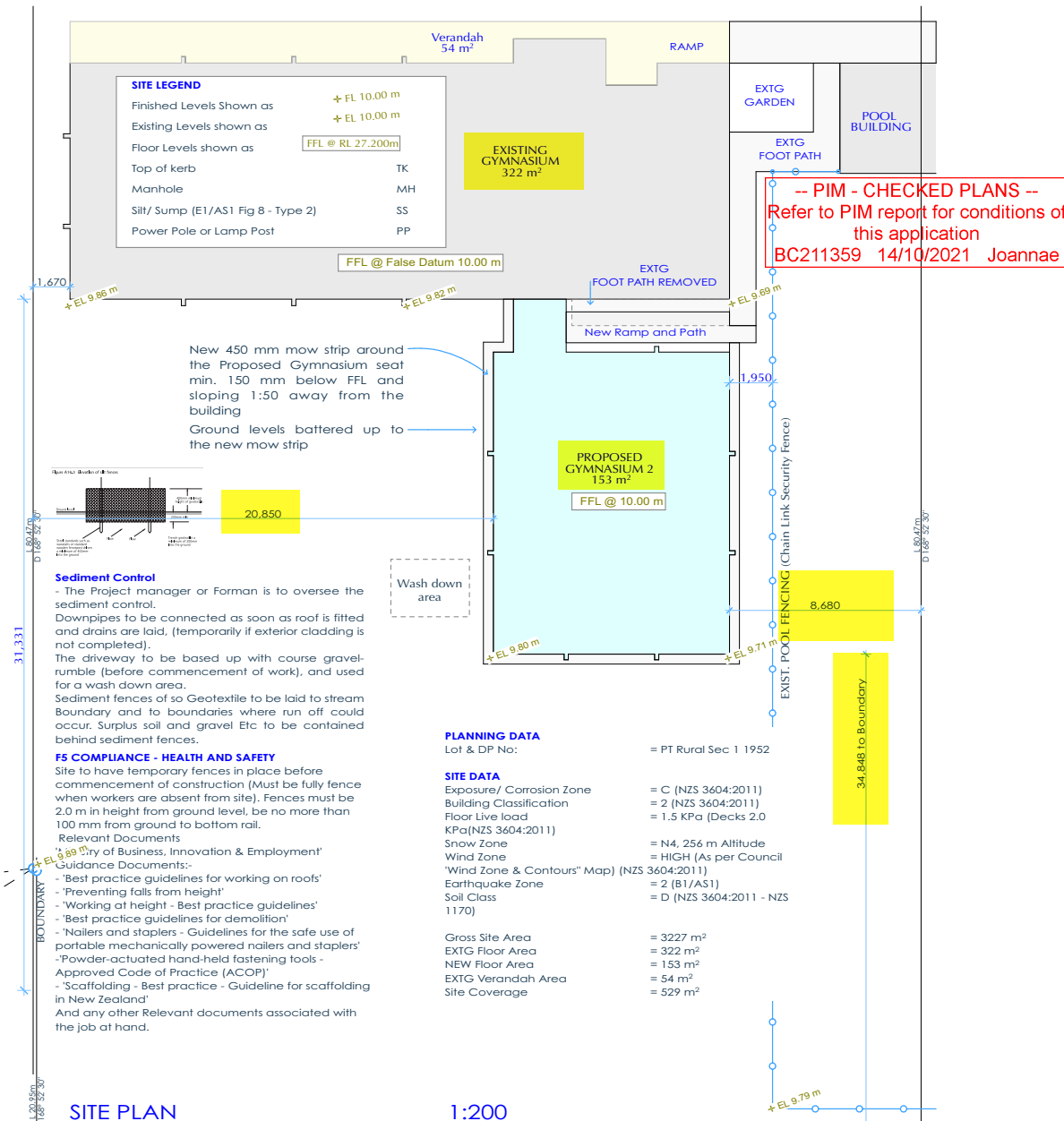
Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

7.4. Authorising Delegations

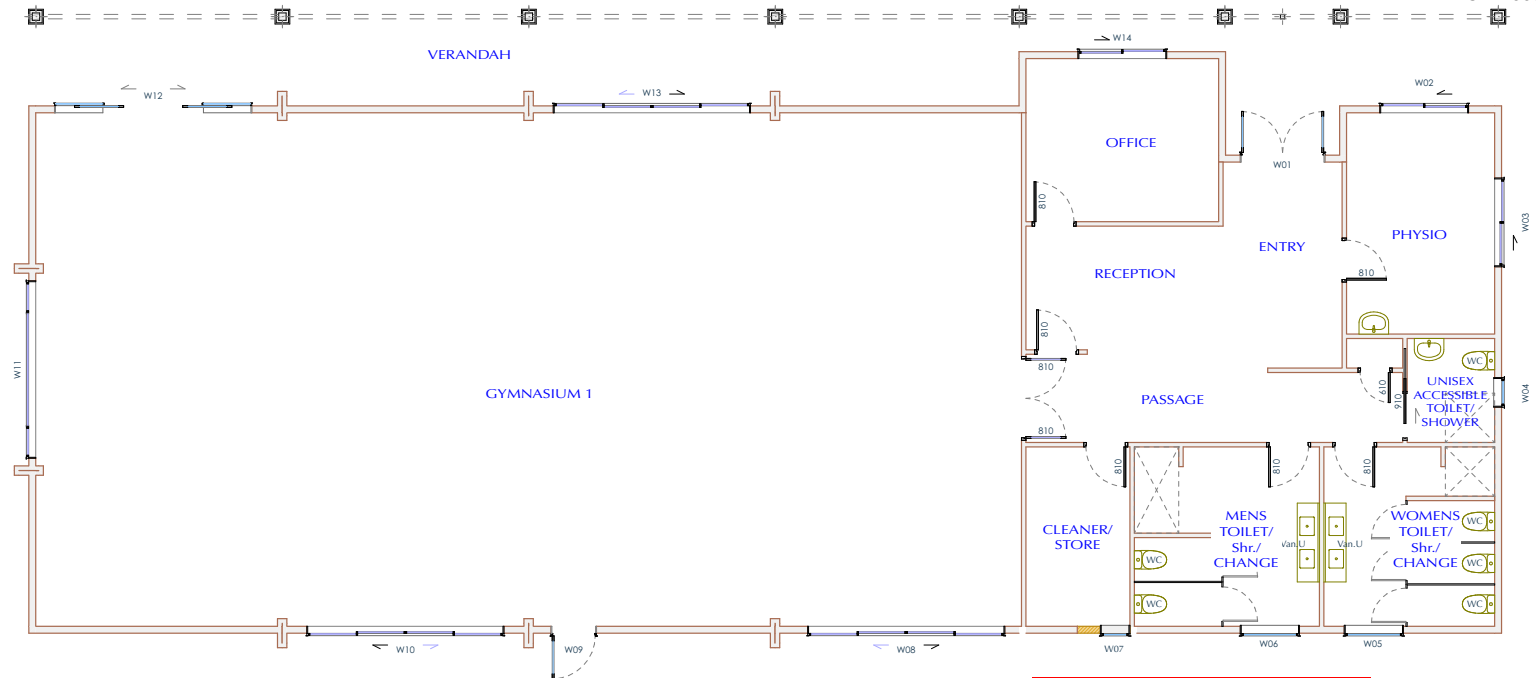
The Council has the delegation to enter into Loan agreements following a majority resolution being passed.



OXFORD HEALTH & FITNESS CENTRE EXTENSIONS



REVISION			



DEMOLITION NOTES

SURVEY EXISTING BUILDING - Carry out a thorough survey and examination of the building to ensure the extent, sequence, technique and method of demolition proposed can be safely and efficiently carried out.

HEALTH AND SAFETY - Conform with The Health and Safety at Work Act 2015 and Worksafe, Best Practice Guidelines for Demolition in NZ

NUISANCE - Take all precautions necessary to minimise nuisance caused by dust, dirt, rubbish and water.

PROTECTION - Protect retained parts of existing buildings, site and site structures, trees and shrubs. Cover work if rain threatens so there is no water damage to existing structure, furnishings, fittings or decorations. Allow to carefully remove all the existing

DISCONNECT SERVICES - Before commencing demolition, disconnect services and remove associated fittings and equipment.

SUPPORT - Support and brace the existing structure during the cutting of new openings or the replacement of structural parts. Prevent debris from overloading any part of the structure. Do not remove supports until the new work is strong enough to support the existing structure. Ensure all work remains structurally stable and sound.

ASBESTOS - Where demolition work includes contact with or removal of material containing asbestos, conform with OSH Guidelines for the Management and Removal of Asbestos.

SALVAGE ITEMS - Carefully dismantle and safely store salvage items where directed; for removal, use on the site, or until completion of the works.

ELECTRICAL - Disconnect all redundant power/voice/data outlets present in the existing walls back to the distribution board. Existing distribution board is to remain in current location. DB board is to be checked to make sure there is sufficient power for new lighting and power as detailed.

GRAPHIC LEGEND

-  Existing Walls
 Demolition Walls

-- PIM - CHECKED PLANS --
Refer to PIM report for conditions of
this application
BC211359 14/10/2021 Joannae

EXISTING/ DEMOLITION PLAN

1:100

b r a y DESIGN

Eco Homes • New Homes • Additions • Alterations

ARCHITECTURE

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OXFORD HEALTH & FITNESS CENTRE

7 Burnett Street
Oxford, 7430
9/09/21

EXISTING/ DEMOLITION PLAN



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ALL PROPRIETARY MATERIALS AND COMPONENTS MUST BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURERS AND OR SUPPLIERS INSTRUCTIONS. ALL CONSTRUCTION IS TO COMPLY WITH THE RELEVANT N.Z. STANDARDS, NZS 3604, N.Z.B.C AND LOCAL AUTHORITY BY LAWS.

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REVISION			

Drawn	Mr Adrian Bray
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Job #	2020
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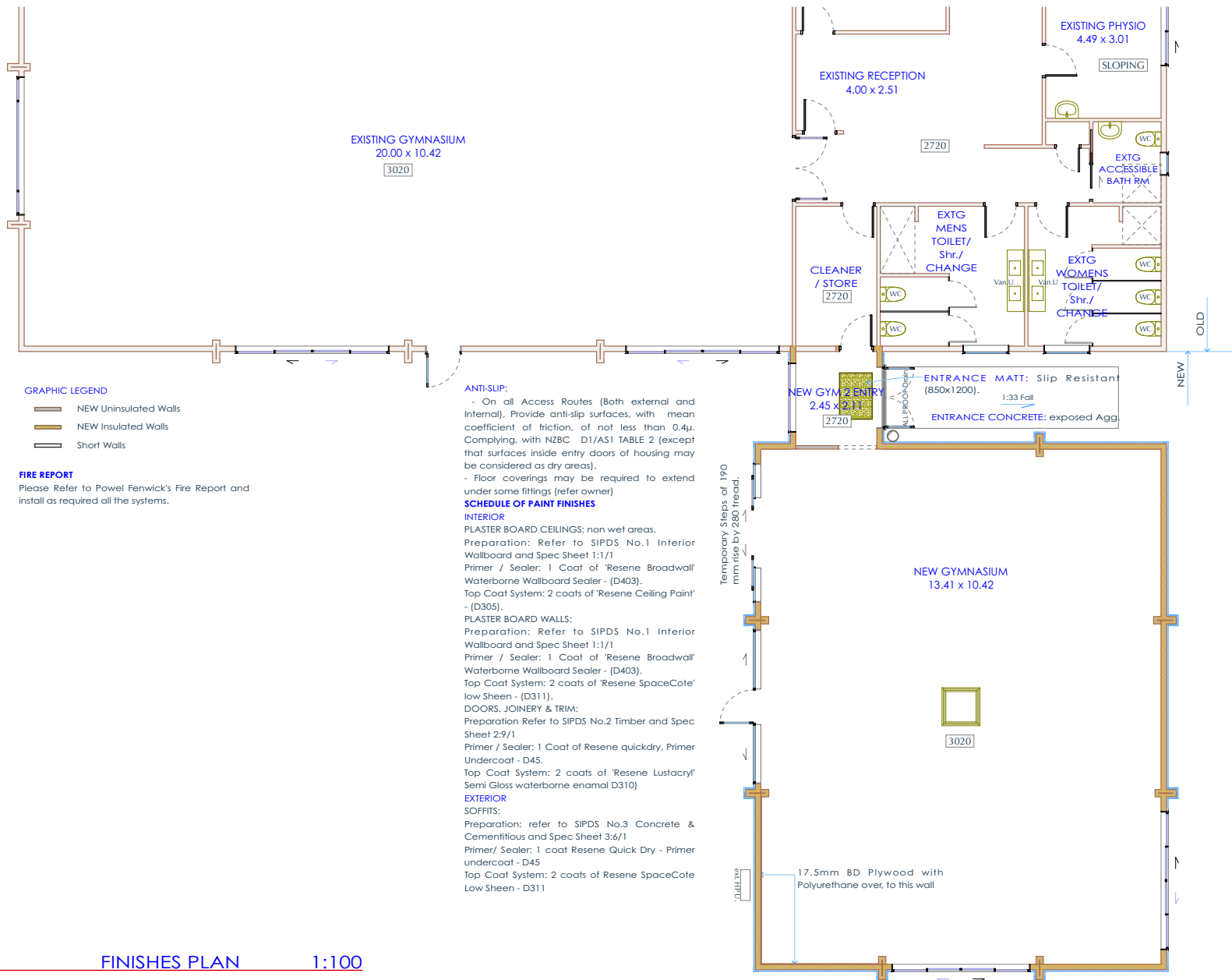
COUNCIL APPROVAL

FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL

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of 18

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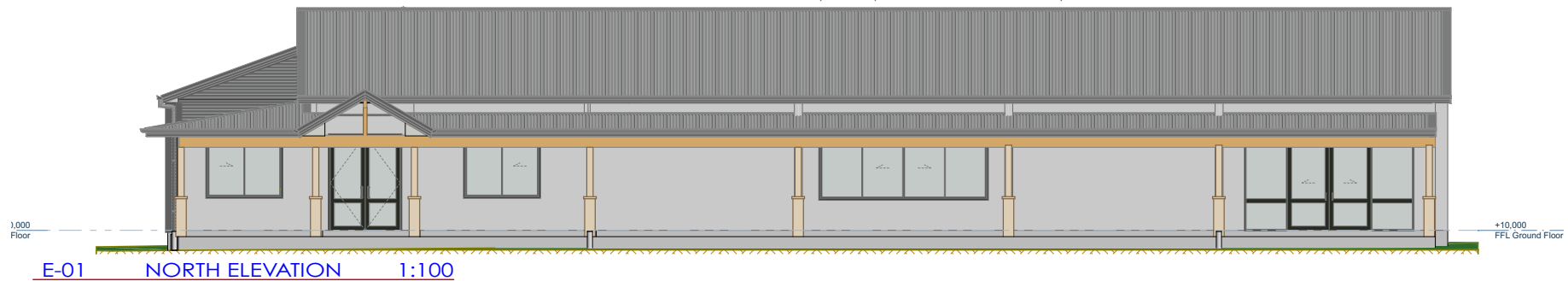
FINISHES PLAN 1:100



-- PIM - CHECKED PLANS --
Refer to PIM report for conditions of
this application
BC211359 14/10/2021 Joannae

KEY - EXTERIOR FINISHES

1. Selected Corrugated Long-run 0.4 g roofing, with 0.55 g flashings to match.
2. Matching Colorsteel Fascia & '175mm Box' Gutter with snow straps, on concealed brackets @ 900 mm crs., with 4.5 mm cement fibre board lining (with PVC jointers) (Confirm Soffit Height with Truss Manufacturer).
3. Horizontal 0.55g Colorsteel endura wall cladding with flashing to match.
4. Selected Powder coated Aluminium window and door joinery, on 25 mm H3.1 Reveals (Glazed to NZS 4223 (all parts)) (Garage single glazed house double glazed) (SG= Grade A Safety Glass, Ob.G = Obscure Glass).
5. Solid Core entry doors in powder-coated aluminium Joinery.



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OXFORD HEALTH & FITNESS CENTRE
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ELEVATIONS - North & East



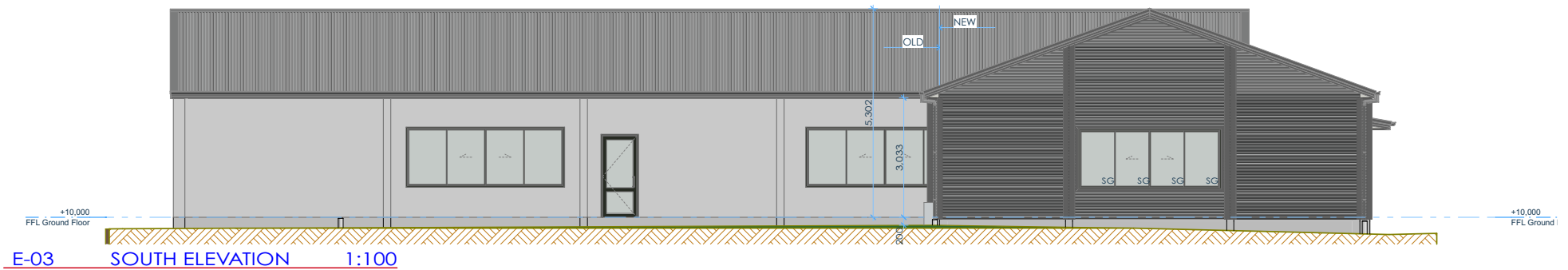
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REVISION		

Drawn	Mr Adrian Bray	SHEET NO	104
Job #	2020		
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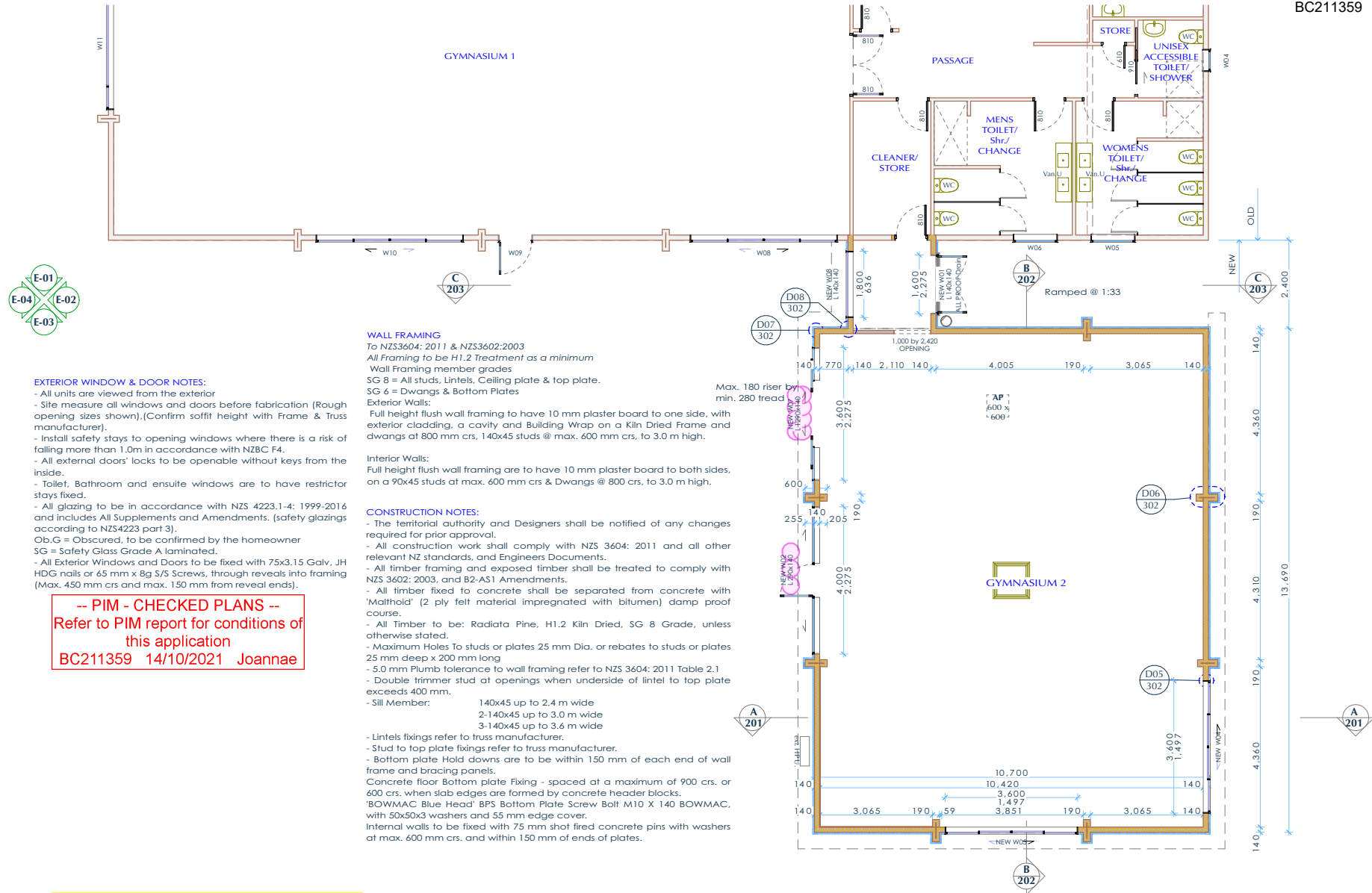
-- PIM - CHECKED PLANS --
Refer to PIM report for conditions of
this application
BC211359 14/10/2021 Joannae

BUILDING ENVELOPE RISK MATRIX		
ALL ELEVATIONS		
Risk Factor	Risk Severity	Risk Score
Wind zone (per NZS 3604)	High risk	1
Number of storeys	Low risk	0
Roof/wall intersection design	Medium risk	1
Eaves width	High risk	2
Envelope complexity	Low risk	0
Deck design	Low	0
Total Risk Score:		4



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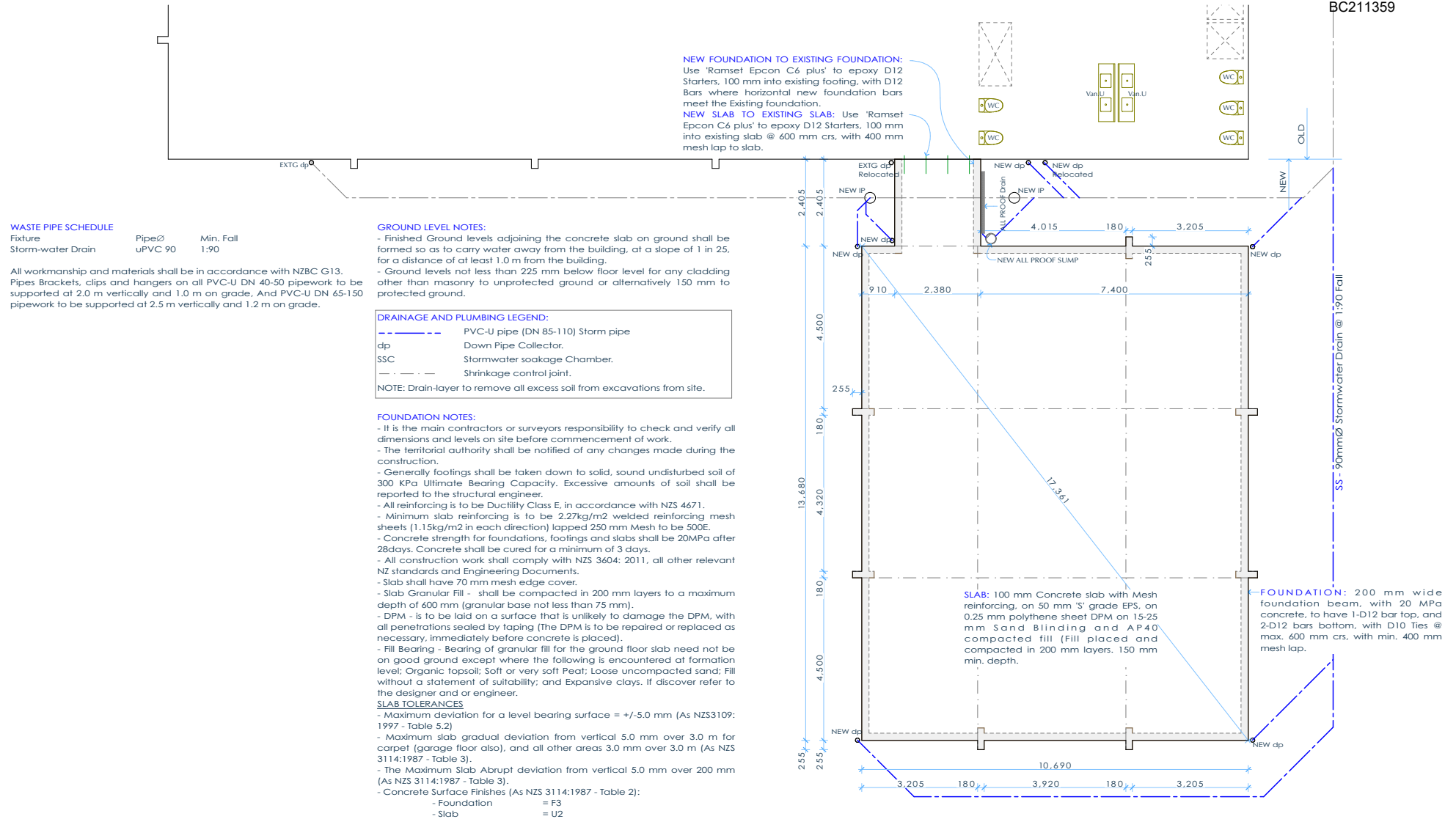




FLOOR PLAN 1:100

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FOUNDATION & DRAINAGE PLAN 1:100



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OXFORD HEALTH & FITNESS CENTRE FOUNDATION & DRAINAGE PLAN

7 Burnett Street
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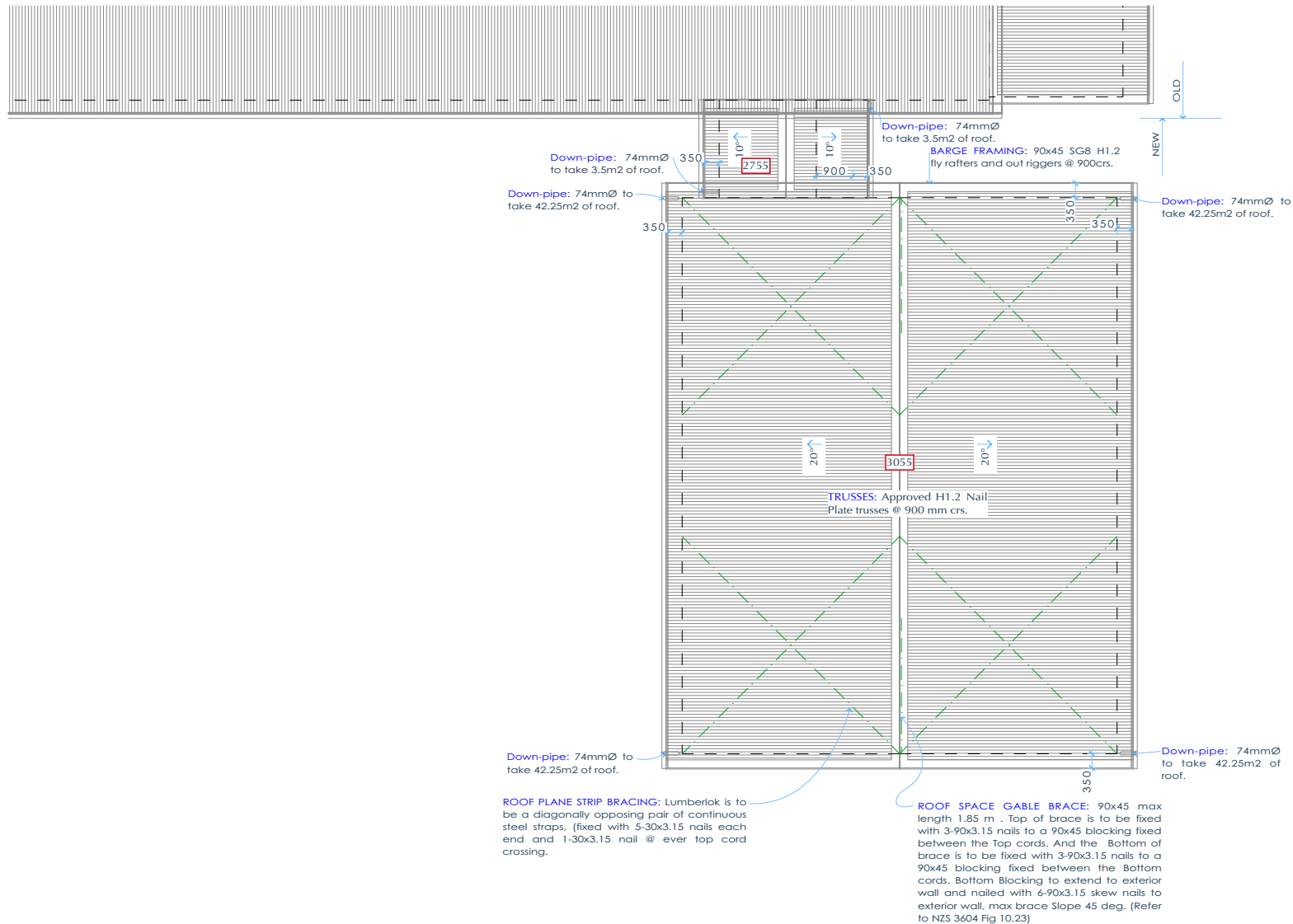
REVISION			

Drawn	Mr Adrian Bray
Job #	2020
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COUNCIL APPROVAL
FOR CONSTRUCTION
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1:100(A3) SHE of 18
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**ROOF CONSTRUCTION NOTES:**

All dimensions are to framing.
Separate all H3.1 treated timber to metal, with building paper.
TRUSSES
Pryda or Gangnail roof trusses at 900 crs with Radiata Pine Kiln Dried H1.2 Framing unless otherwise stated.
ROOF CLADDING
- Selected 0.4 gauge Colorsteel Corrugated Roofing.
CORRUGATED FIXINGS - 65 mm x 12 g screw, with neoprene washer. (pre-drill sheets and oversize hole to allow for expansion).
Ridge, hip and Valley Line = Fix side laps and fix every second corrugation
Remainder of roof = Fix side laps, miss two, hit 1, miss two.
PURLINS
-75x50 Ra H1.2 SG8 Purlins @ 900 crs, and 900 mm span, (with first and last Purlin spacings @ 600 mm (refer manufacturers literature).
High Wind Zone - 1/10g self-drilling screw, 80 mm long
ROOFING UNDERLAY
Self Support roof underlay.
Laps of min. 150 mm.
ROOFING PENETRATIONS
Selected Malleable boots to all pipe penetrations ('Dektite' or similar).

SPOUTING CATCH-MENT AREA CALCULATION:

Rainfall intensity	100 mm/hr
Gutter Cross Section	8000 mm²
Down-pipe size min.	74 mm dia.
Max. Roof area per DP (Fig. 15 E1/AS1)	85 m²
Roof Area	169 m²
Min. Down-pipes Required	3

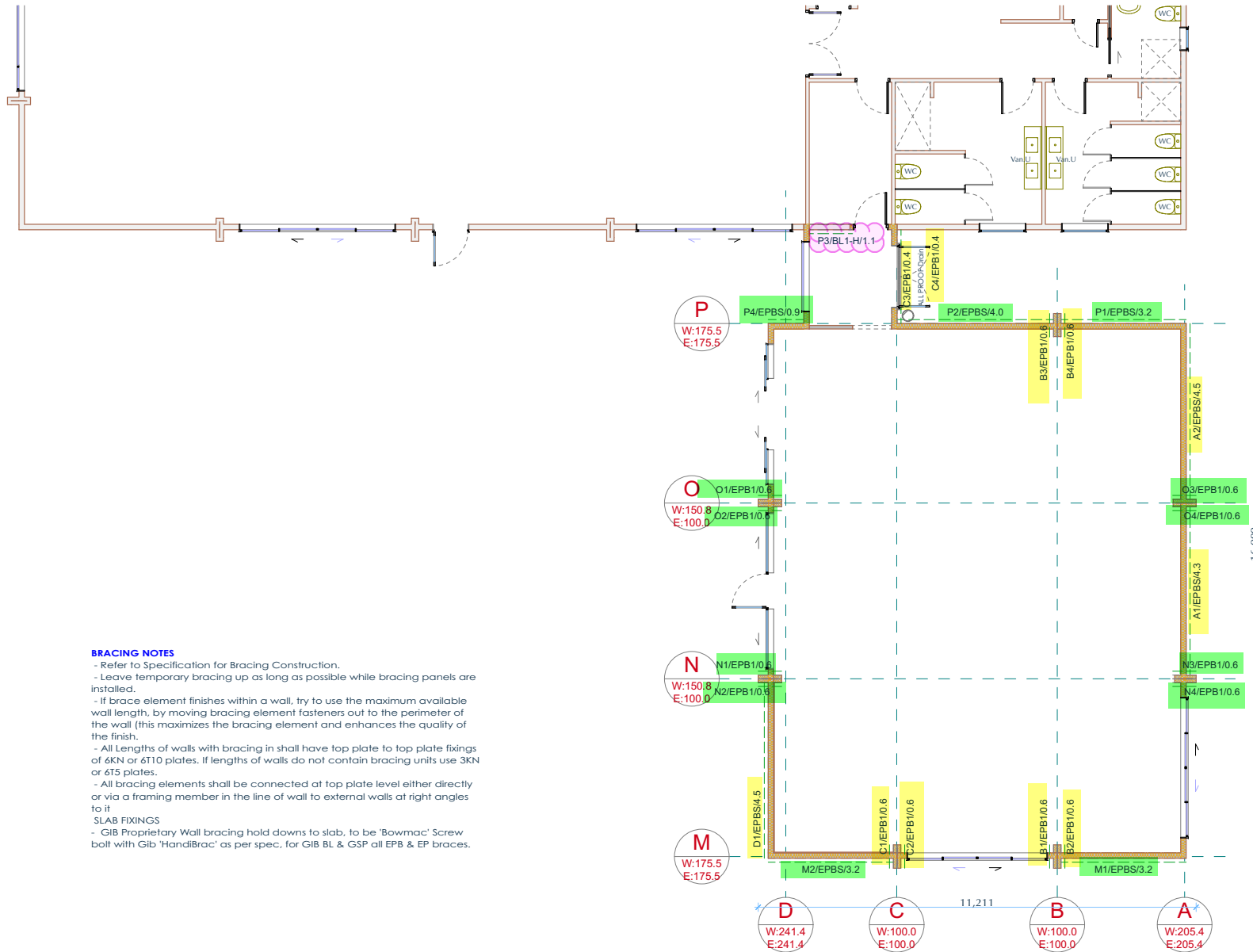
GUTTER, FASCIA AND DOWN-PIPES

- 0.55g Colorsteel Endura 180 x 35 mm Fascia fixed @ 900 mm crs
- 0.55 g Colorsteel Endura 'Quad' Type Gutter to have minimum cross sectional area of 4000 mm² (125 mm Gutter size)
- 0.55 g, Colorsteel Endura Down-pipe with brackets @ 900 mm crs.
- Ensure Dropper size correlates to down-pipe size.
- All Down-pipes are to be 100x50 mm or 74 mm Dia, with a capacity of 85 m² of the floor plan (Roof Pitch 0-25°).

ROOF PLAN 1:100

REVISION			

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Job #	2020		
Scale	1:100(A3)		

**BRACING NOTES**

- Refer to Specification for Bracing Construction.
- Leave temporary bracing up as long as possible while bracing panels are installed.
- If brace element finishes within a wall, try to use the maximum available wall length, by moving bracing element fasteners out to the perimeter of the wall (this maximizes the bracing element and enhances the quality of the finish).
- All Lengths of walls with bracing in shall have top plate to top plate fixings of 6KN or 6T10 plates. If lengths of walls do not contain bracing units use 3KN or 6T5 plates.
- All bracing elements shall be connected at top plate level either directly or via a framing member in the line of wall to external walls at right angles to it.
- SLAB FIXINGS
- GIB Proprietary Wall bracing hold downs to slab, to be 'Bowmac' Screw bolt with Gib 'HandiBrac' as per spec, for GIB BL & GSP all EPB & EP braces.

BRACING PLAN 1:100

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OXFORD HEALTH & FITNESS CENTRE

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BRACING PLAN

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REVISION		

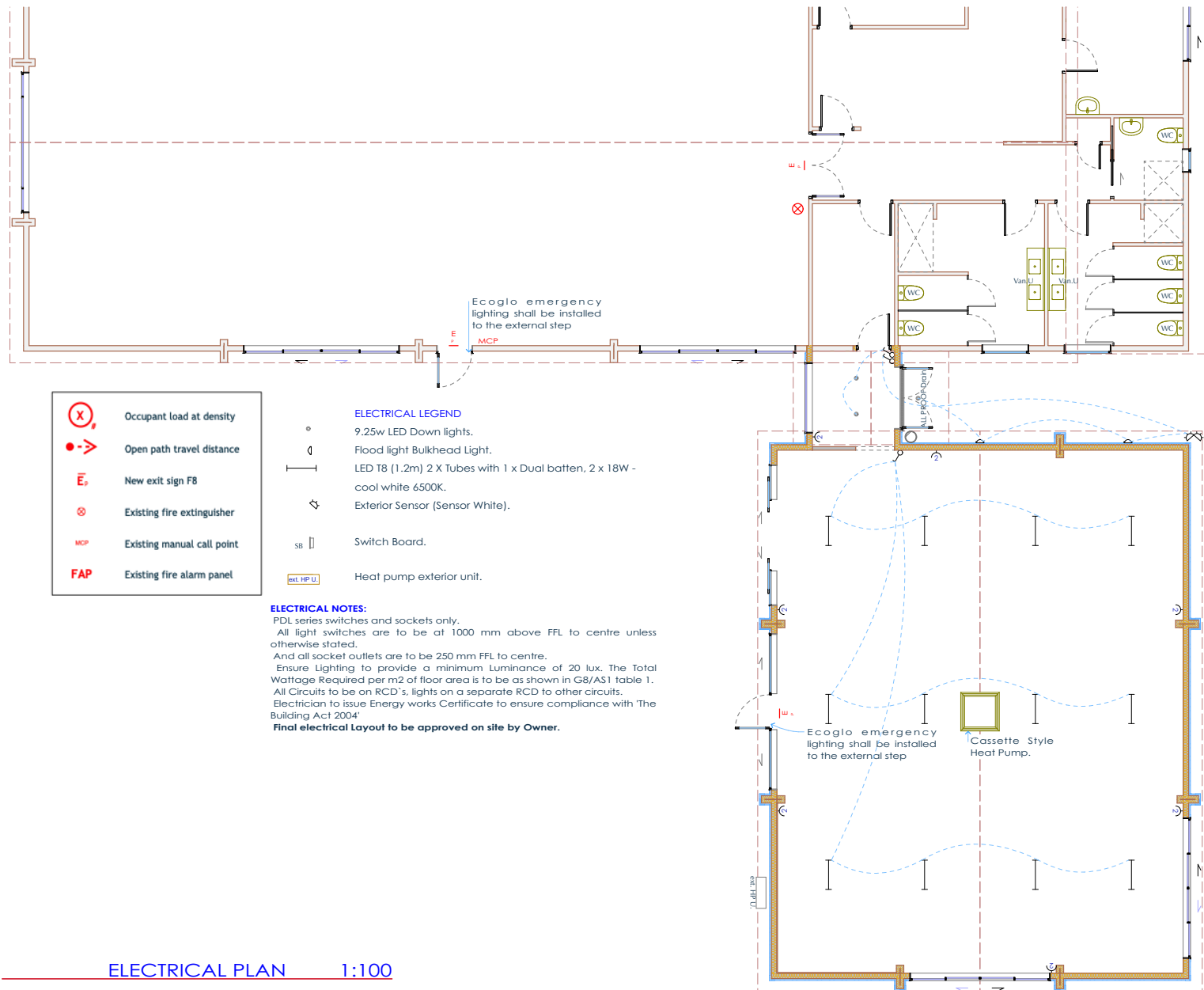
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Job #	2020	of 18	
Scale	1:100(A3)		

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BRACING CALCULATIONS				TABLE: Default		BRACING ALONG										BRACING ACROSS													
Location of Storey	Single	Wind Zone	High	Required	Provided							Achieved			Required	Provided							Achieved						
Room in Roof Space	No	Earthquake Zone	2	Line	W BU	EQ BU	Brace Type	W BU/m	EQ BU/m	Length m	Height m	Angle	W BU	EQ BU	Line	W BU	EQ BU	Brace Type	W BU/m	EQ BU/m	Length m	Height m	Angle	W BU	EQ BU				
Building Width (BW)	11.2m	Sail Class	D - Deep or Soft	A	205.4	205.4	A-1 EPBS	80.0	90.0	4.3	3.0	-	275.8	310.3	M	175.5	175.5	M-1 EPBS	80.0	90.0	3.2	3.0	-	205.1	230.8				
Building Length (BL)	16.1m						A-2 EPBS	80.0	90.0	4.5	3.0	-	288.0	324.0				M-2 EPBS	80.0	90.0	3.2	3.0	-	205.1	230.8				
Gross Floor Area (GFA)	153.00m²	W along	65.0BU/m										288.0	324.0											205.1	230.8			
Floor Height to Apex	6m	W along x BW	728.7BU										563.8	634.3											410.2	461.5			
Roof Height Above Eaves	3m	W across	75.0BU/m	B	100.0	100.0	B-1 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4	N	150.8	100.0	N-1 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
Roof Pitch	0 - 25°	W across x BL	1,206.8BU				B-2 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				N-2 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
Roof Style	Gable						B-3 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				N-3 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
Double Top Plate	Yes	EQ	4.8BU/m²				B-4 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				N-4 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
Floor Load	2kPa	EQ x GFA	734.4BU										182.5	201.7											182.5	201.7			
Cladding Weights:				C	100.0	100.0	C-1 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4	O	150.8	100.0	O-1 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
- Subfloor	Concrete Floor						C-2 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				O-2 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
- Wall	Light						C-3 EPB1	80.0	95.0	0.4	3.0	-	25.6	30.4				O-3 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
- Roof	Light						C-4 EPB1	80.0	95.0	0.4	3.0	-	25.6	30.4				O-4 EPB1	95.0	105.0	0.6	3.0	-	45.6	50.4				
													142.4	161.6											182.5	201.7			
				D	241.4	241.4	D-1 EPBS	80.0	90.0	4.5	3.0	-	288.0	324.0	P	175.5	175.5	P-1 EPBS	80.0	90.0	3.2	3.0	-	205.1	230.8				
													288.0	324.0				P-2 EPBS	80.0	90.0	4.0	3.0	-	256.3	288.4				
																		P-3 BL1-H	90.0	100.0	1.1	2.7	-	88.1	97.9				
																		P-4 EPBS	60.0	65.0	0.9	3.0	-	43.7	47.3				
																								593.3	664.4				
							Total					Achieved Required	1,176.8 728.7	1,321.6 734.4				Total					Achieved Required	1,368.5 1,206.8	1,529.3 734.4				

COUNCIL APPROVAL
FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL





ELECTRICAL PLAN 1:100

ELECTRICAL PLAN



IT IS THE MAIN CONTRACTORS RESPONSIBILITY TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS ON SITE.
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REVISION		

Drawn
 Job #
 Scale

COUNCIL APPROVAL
 FOR CONSTRUCTION
 SUBJECT TO BUILDING CONSENT APPROVAL

Mr Adrian Bray
 2020
 1:100(A3)

111
 SHEET NO
 of 18

TIMBER TREATMENT SCHEDULE

- H1.2 - All Structural Timber framing (Except Cantilevered Decks Framing H3.2).
- H3.1 - Sheet material Providing Exterior cladding and wall bracing Plywood (Paint Finish).
- Weatherboards, Base Boards, Fascia, Barge and Cover Boards.
- Exposed framing and finishing timber.
- Painted Glulam & LVL Beams and posts Exposed to the exterior.
- Timber reveals
- H3.2 - Sheet Bracing providing Bracing
- Valley board and Boards Supporting Flashings
- Deck Framing (Joists and Bearers)
- H4 - Retaining Wall Horizontal Members: Structural Grades.
- H5 - Piles and other timber components in ground.

DURABILITY

All fixings and fittings to comply with Zone C (CHCH) B (Rang) Zone D (500 m of coastline or 100 m from tidal Estuaries and sheltered inlets) Durability of NZS 3604:2011 section 4

EXPOSED STEEL TREATMENT - 900g/m² hot dip galvanised, as per AS/NZS2312.
ENCLOSED STEEL TREATMENT - Wire Brushed and Primed

H1/AS1 Calculation method:	
H1 Energy Efficiency Calculations	
Building Data:	
Climate Zone:	Zone 3
A _{Roof} (Total Roof Area)	153.00 m ²
Total Wall Area (including glazing)	144.04 m ²
30% of Total Wall Area	43.21 m ²
70% of Total Wall Area	100.83 m ²
A _{Wall} (Total Wall Area - Total glazing Area)	114.83 m ²
A _{Glazing} (Total Glazing Area)	29.21 m ²
Glazing Ratio	20.28 %
A _{Floor} (Total Floor Area)	153.00 m ²
Reference Building Heat Loss:	
HL _{REF} = $\frac{A_{Roof}}{3.3} + \frac{A_{Wall, \text{Total Wall Area}}}{2.0} + \frac{A_{Glazing, \text{Total Wall Area}}}{0.26} + \frac{A_{Floor}}{1.3}$	
= $\frac{153.00}{3.3} + \frac{100.83}{2.0} + \frac{43.21}{0.26} + \frac{153.00}{1.3}$	
= 46.36 + 50.41 + 166.20 + 117.69	
= 380.7 W/°C	

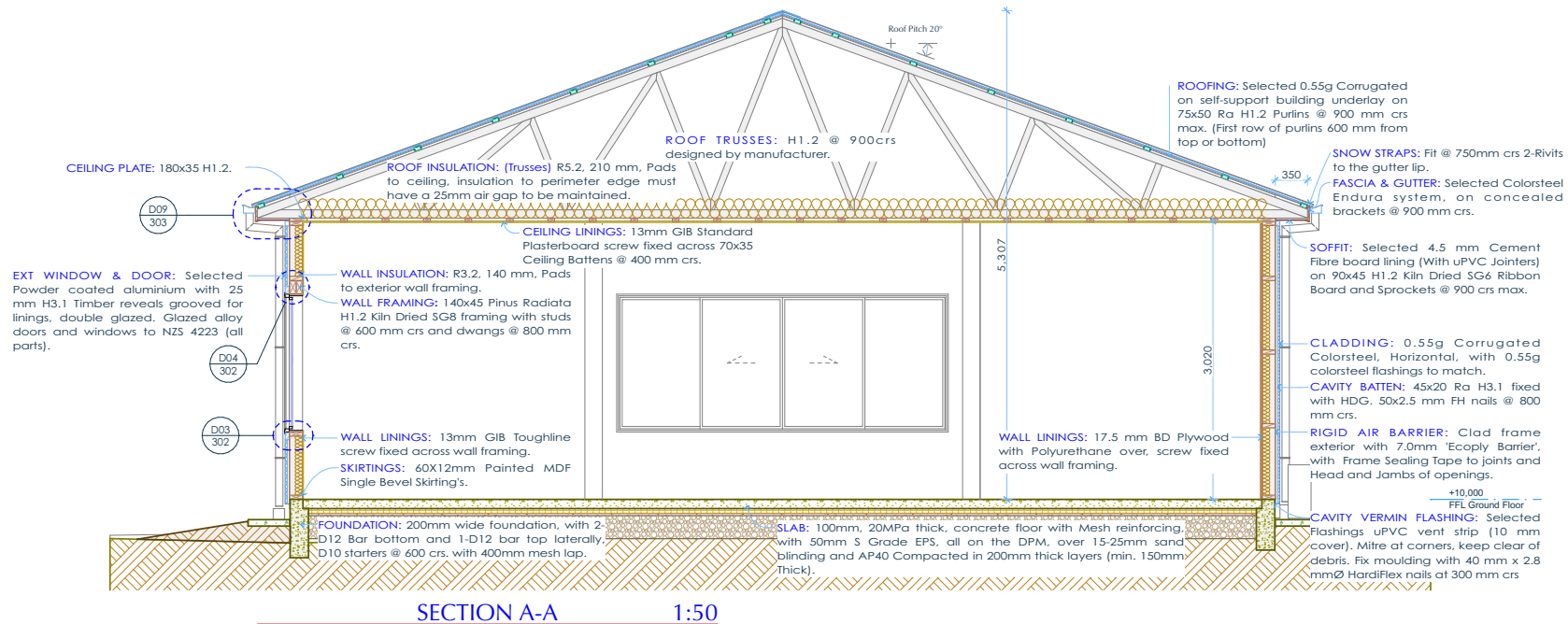
Proposed Building Heat Loss:				
Building Element		R (m ² °C/W)	A (m ²)	H
Roof	Longrun roofing over R5.2 fibreglass batts insulation	4.60	153.0	33.3
Wall	cladding over 140mm framing with R3.2 fibreglass batts insulation	2.80	114.8	41.0
Glazing	Double-glazed windows	0.26	29.2	112.4
Floor	100mm concrete slab on vapour barrier	1.30	153.0	117.7
		Total Heat Loss = 304.3 W/°C		

TABLE OF FIXINGS

All nail fixings are as per NZS 3604:2011 unless otherwise stated.
FIXING OF TOP PLATE OF WALL TO SUPPORTING MEMBERS, such as Studs and Lintels (NZS3604:2011, Table 8.18) (Loaded Dimension Span/2)
Wind Zone Loaded Dim. (M) Fixing type
HIGH 0 - 6.0 m B
FIXING TYPE
A = 2-90x3.15 mm Skew Nails (0.7 Kn).
B = 2-90x3.15 mm Skew Nails and 2 - Wire Dogs (OR 'LumberLok' 'Stud Strap' OR 'CPC80' in place of wire dogs (4.7 kn)). OR RAB Top Plate Nailing Method, OR Bownmac STUD-LOK SL125.

INTEL FIXINGS (NZS3604:2011, Table 8.14) (Loaded Dimension Span/2)
Wind Zone Loaded Dim. Lintel Spans
HIGH 2 Std fixings to 1.5 m (3-90x3.15 end nail). Use diagram
D02.1 from 1.5 m to 5.0 m 3 All spans up to 4.3 m, use diagram
D02.1 4 All spans up to 3.4 m, use diagram
D02.1 6 All spans up to 2.4 m, use diagram
D02.1
OR USE RAB Nailing Method for the Lintel Hold down.
PURLIN FIXINGS
Long Run Roofing Purlins
- 75x50 Ra H1.2 Purlins @ 900 mm crs max.
WIND ZONE FIXING TYPE FASTENERS
HIGH Fixing type T 1-10g self-drilling screw, 80 mm long.
FIXING TYPE
E = 2-90x3.15 mm Skew Nails and 2 - Wire Dogs (4.7 Kn).
F = 2-90x3.15 mm Skew Nails and 'LumberLok' - CT200 fully nailed with 30 x 3.15 mm (7.0 kn).

FOR TRUSS HOLD DOWNS PLEASE REFER TO TRUSS MANUFACTURER



SECTION A-A

1:50

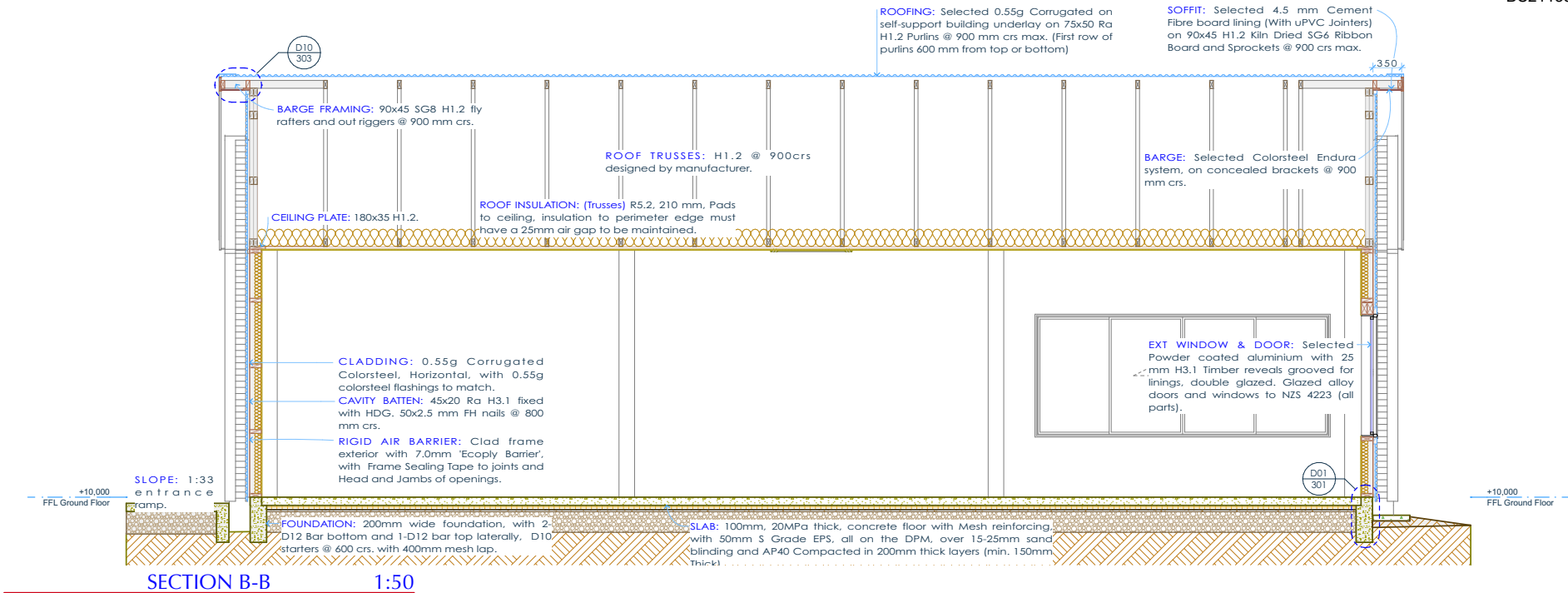
SECTION A-A

IT IS THE MAIN CONTRACTORS RESPONSIBILITY TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS ON SITE.
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REVISION			

Drawn	Mr Adrian Bray
Job #	2020
Scale	1:50(A3)
SHEET NO	201
of 18	

COUNCIL APPROVAL
FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL

**COUNCIL APPROVAL**FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL**OXFORD HEALTH & FITNESS CENTRE**7 Burnett Street
Oxford, 7430
9/09/21**SECTION B-B**

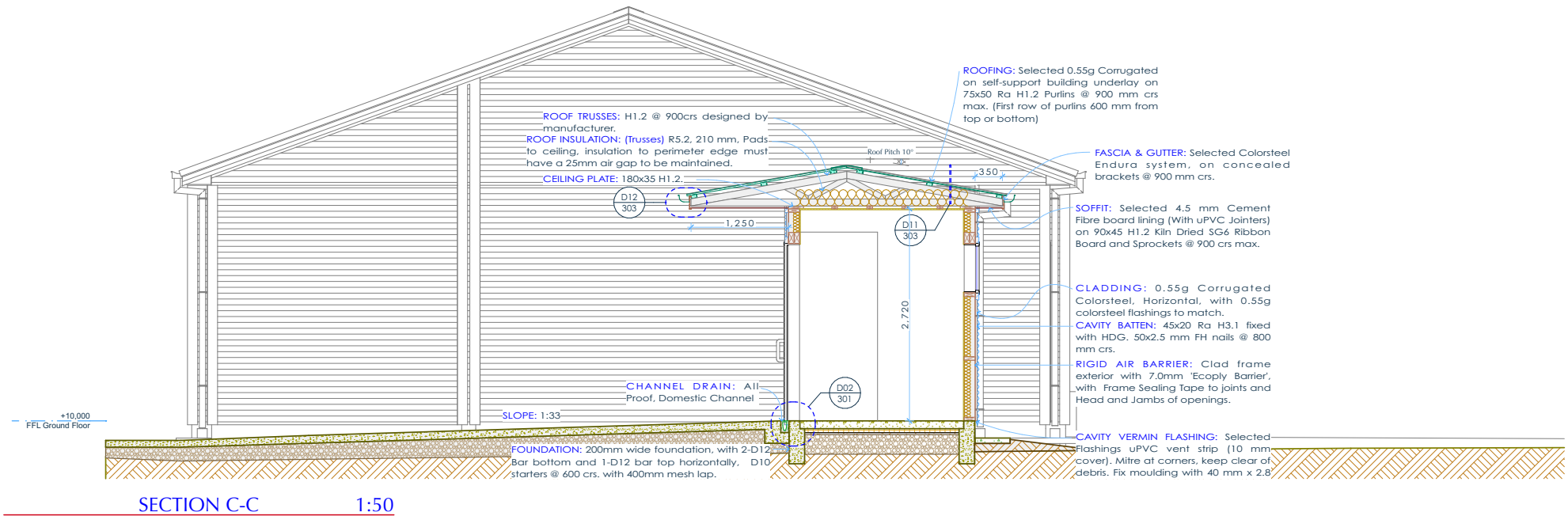
IT IS THE MAIN CONTRACTORS RESPONSIBILITY TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS ON SITE.

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REVISION			

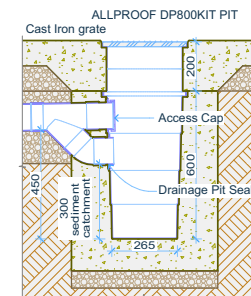
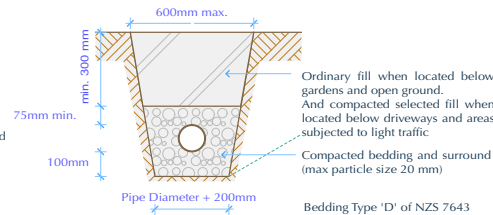
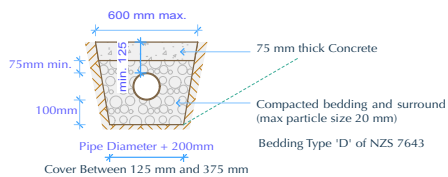
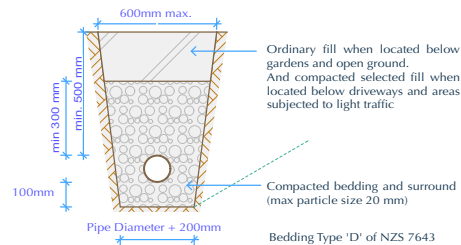
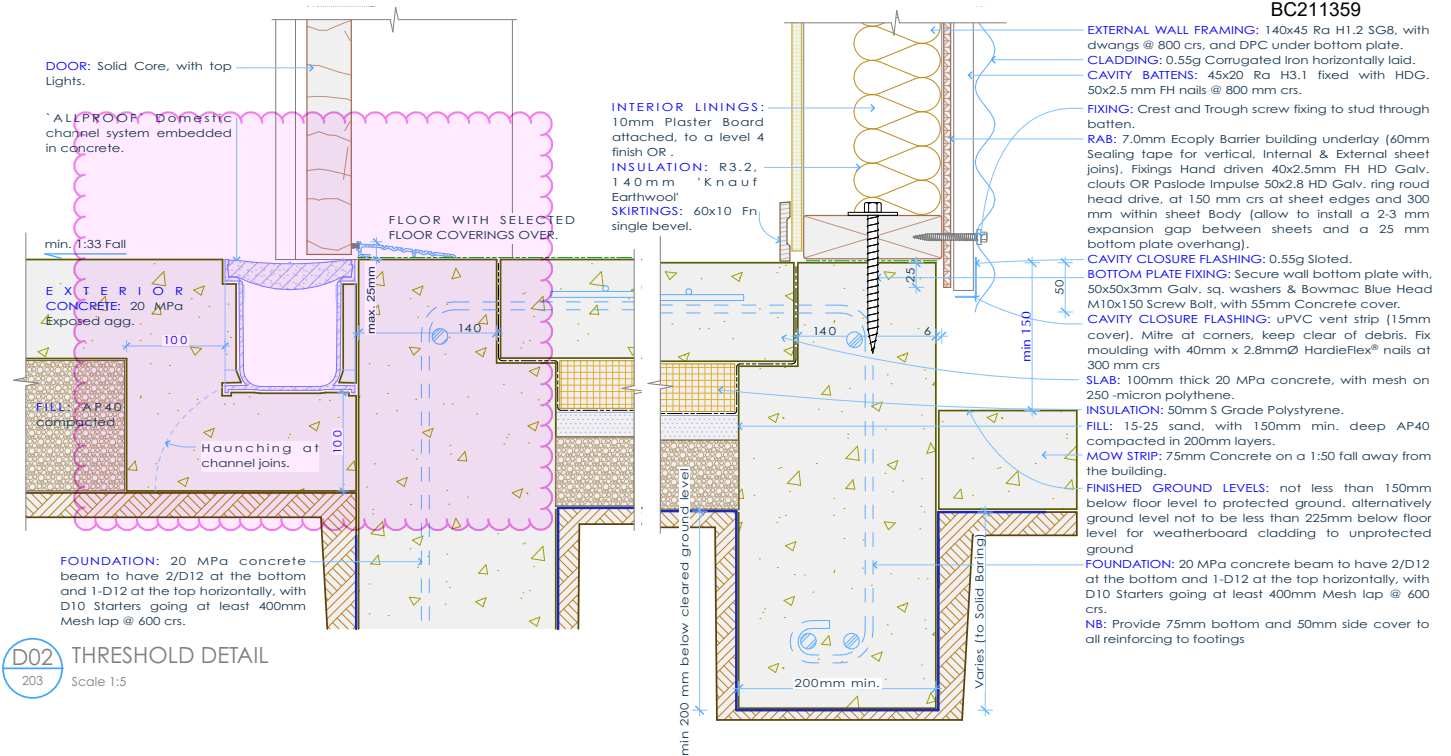
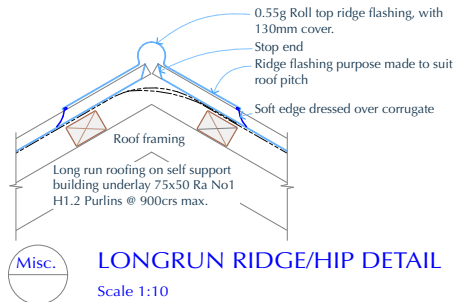
Drawn **Mr Adrian Bray**
Job # **2020**
Scale **1:50 (A3)**

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202
of 18



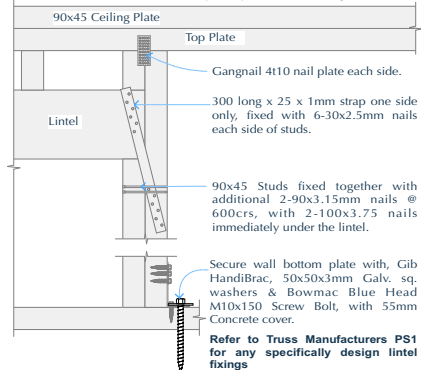
COUNCIL APPROVAL
FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL





LINTEL FIXINGS (NZS3604:2011, Table 8.14) (Loaded Dimension Span/2)

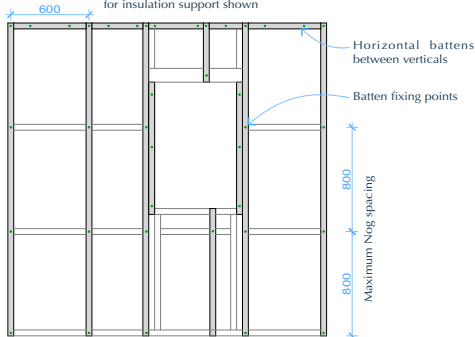
Wind Zone	Loaded Dim.	Lintel Spans
HIGH	2	Std fixings to 1.5 m (3-90x3.15 end nail). Use diagram from 1.5 m to 5.0 m
	3	All spans up to 4.3 m, use diagram D02.1
	4	All spans up to 3.4 m, use diagram D02.1
	6	All spans up to 2.4 m, use diagram D02.1



D02.1 LINTEL FIXING DETAIL

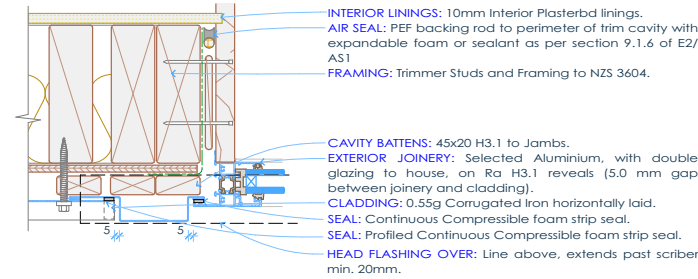
Scale 1:10

Cavity battens at 300mm max. centres for insulation support shown



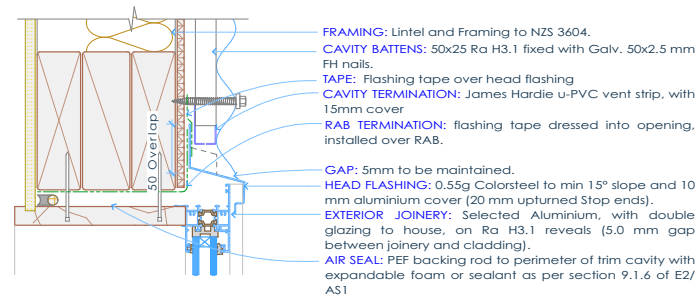
Misc. CAVITY BATTEN LAYOUT

Scale 1:5



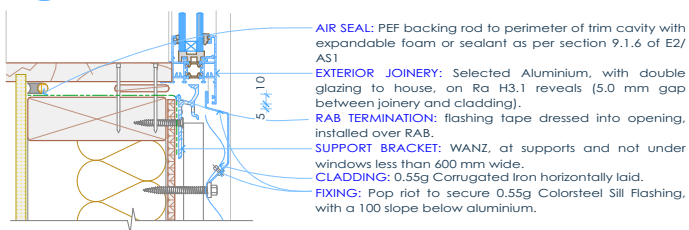
D05 WINDOW JAMB DETAIL

Scale 1:5



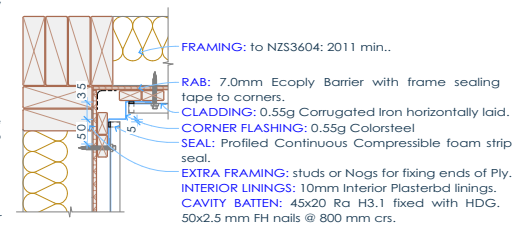
D04 WINDOW HEAD DETAIL

Scale 1:5



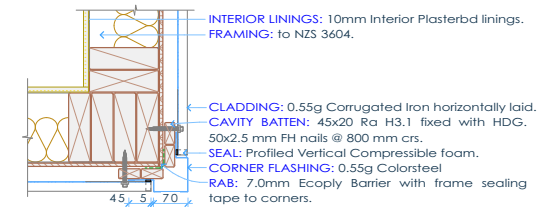
D03 WINDOW SILL DETAIL

Scale 1:5



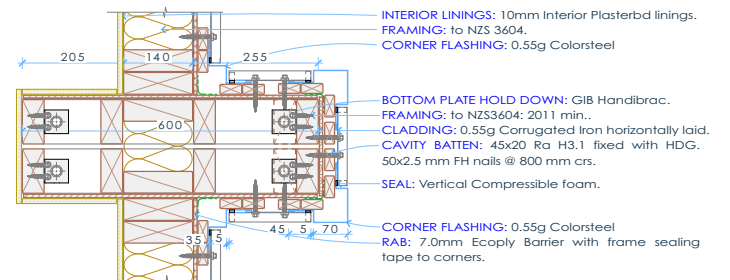
D08 INTERIOR WALL CORNER DETAIL

Scale 1:10



D07 EXTERIOR WALL CORNER DETAIL

Scale 1:10

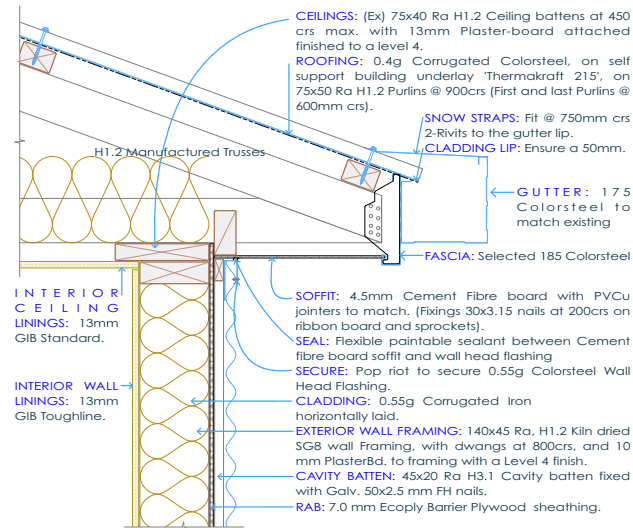


D06 BRACED WING WALL DETAIL

Scale 1:10

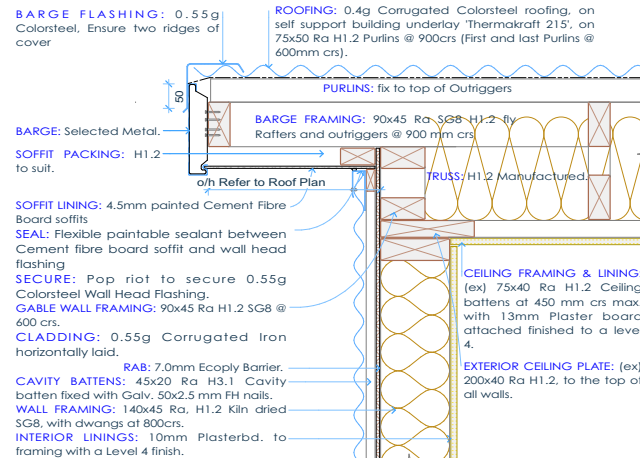
COUNCIL APPROVAL

FOR CONSTRUCTION
SUBJECT TO BUILDING CONSENT APPROVAL



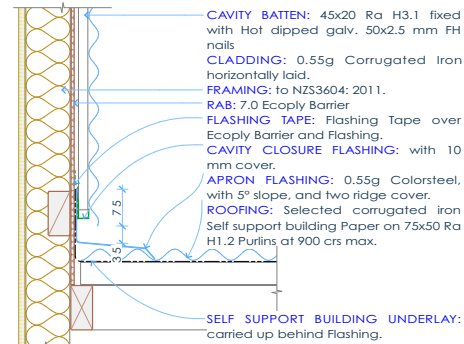
D09 EAVE DETAIL

201 Scale 1:10



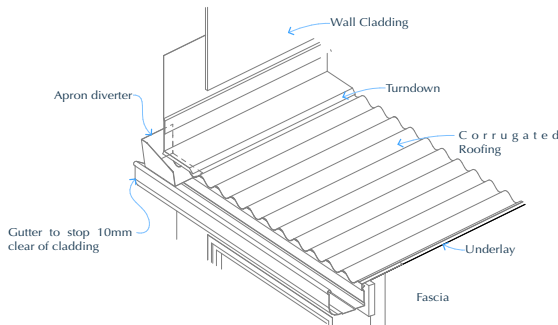
D10 BARGE DETAIL

202 Scale 1:10



D11 ENTRY APRON DETAIL

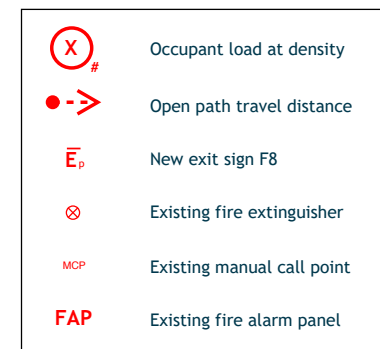
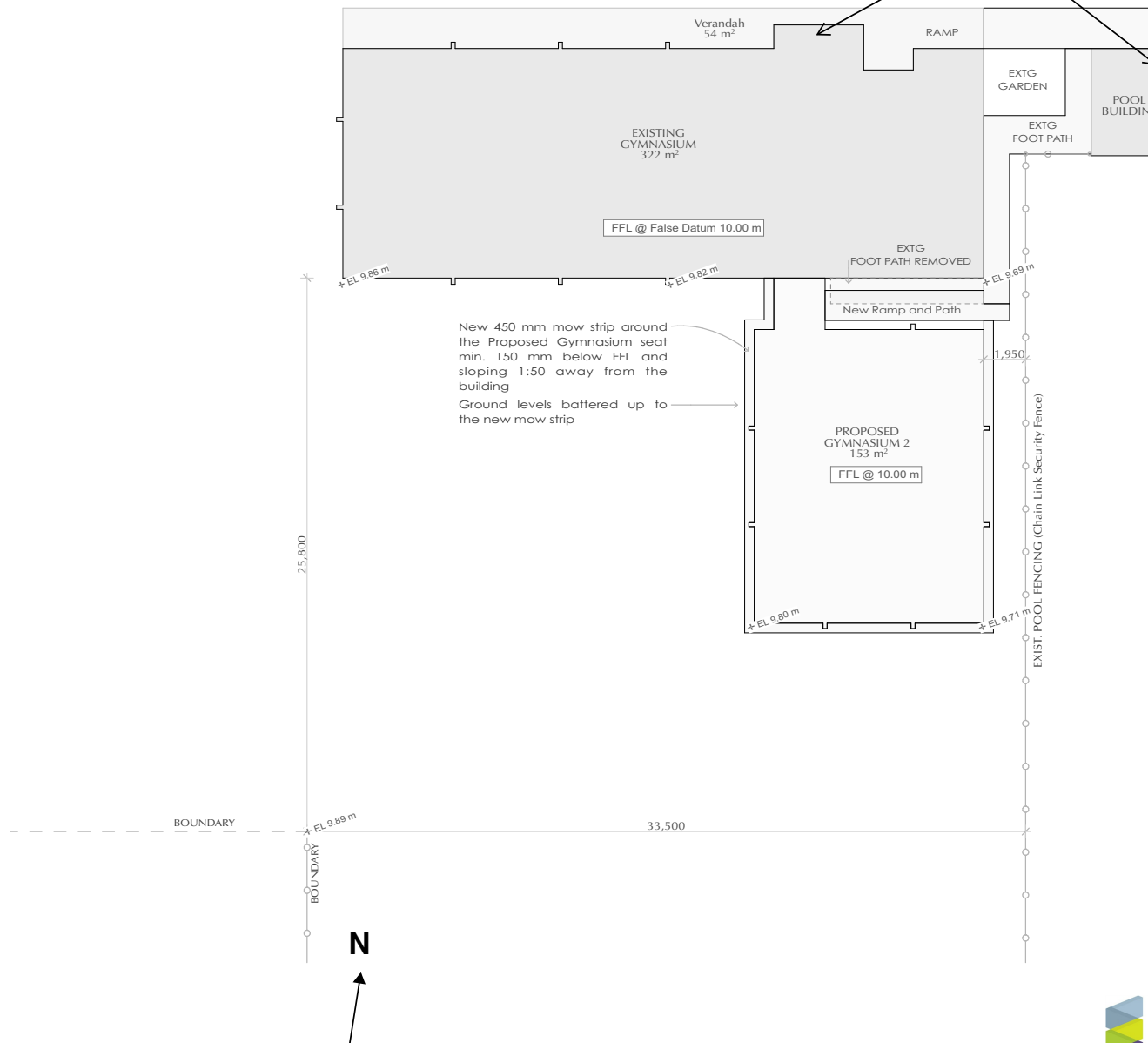
203 Scale 1:10



D12 ENTRY APRON/ GUTTER DETAIL

203 Scale 1:10

Both buildings are owned by
Waimakariri District Council



45₅

Ease and adjust this leaf

Ecoglo emergency lighting shall be installed to the external step

DEOP = 20m

New hinged door required

NEW GYMNASIUM
13.41 x 10.42

30₅

DEOP = 16m



Project name : Oxford Health and Fitness Extension
Job no. : 201757/F
Sketch title : Fire Safety Features
Sheet no. : F2

Issue : Concept
Sketch Rev : A
Date : 11 Mar 2021
Scale : 1:100 @ A3
Drawn : JHS

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-01-04 / 231130192636**REPORT TO:** COMMUNITY AND RECREATION SUB-COMMITTEE**DATE OF MEETING:** 12 December 2023**AUTHOR(S):** Ken Howat (Team Leader Parks & Facilities, Greenspace)**SUBJECT:** Oxford Health and Fitness Trust Loan Request**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek the recommendation of the Community and Recreation Sub-Committee to Council to approve a loan of \$200,000 to the Oxford Health and Fitness Trust (OHF Trust), subject to the outcome of a loan application currently sitting with the Rata Foundation.
- 1.2. The OHF Trust have submitted a loan application to the Rata Foundation and are awaiting the outcome. The requested loan from Council would only be required should the Rata Foundation application be declined. The purpose of the loan is for the OHF Trust to build a 153 square metre extension on to the existing gym facility located on Pearson Park, Oxford. Staff believe that a loan is the most appropriate option as this would mean cost recovery from the OHF Trust as they would be expected to pay this back. They were amenable to this instead of a grant.
- 1.3. In August 2021 the Oxford-Ohoka Community Board approved a variation of the lease agreement to allow for the proposed building extension. The OHF Trust has a lease over the site until 2040.
- 1.4. In July 2011 when the OHF Trust was establishing the fitness centre, Council agreed to act as guarantor for a loan of up to \$150,000 from the Canterbury Community Trust subject to the condition that the OHF Trust amended the OHF Trust Deed to the effect that if the OHF Trust was wound up, the ownership of facility and assets would pass to Council. The loan from the Canterbury Community Trust was \$300,000 which was paid off within six years.
- 1.5. Staff have recommended that Council does approve in principle a loan up to \$200,000 for OHF Trust to assist with funding to deliver the proposed extension subject to the outcome of the Rata Foundation application. This would meet a variety of community outcomes for the Oxford community, especially around health and wellbeing.

Attachments:

- i. Concept and Design Plan *TRM – 231130192569*
- ii. Oxford Health and Fitness Trust Community Loan Term Options – *TRM - 231204194899*

2. RECOMMENDATION**THAT** the Community and Recreation Sub-Committee:

- (a) **Receives** Report No. 231130192636.

AND/OR

THAT the Community and Recreation Committee recommends:

THAT the Council:

- (b) **Receives** Report No. 231130192636.
- (c) **Approves** in principle a loan of \$200,000 to the Oxford Health & Fitness Trust for the cost of building extensions subject to the outcome of a Rata Foundation community loan application.
- (d) **Notes** that, should the loan be required, a later report will be brought to Council at the time which will include the specific details around this loan.
- (e) **Notes** that the Pearson Park Advisory Group have been consulted and support the proposed building extension.

3. **BACKGROUND**

- 3.1. The Oxford Health and Fitness Centre was built in 2011 in Pearson Park and has been a popular facility for the local community since opening.
- 3.2. The Oxford Health and Fitness Trust (OHF Trust) own the facility and rent it to the North Canterbury Sport and Recreation Trust (NCSRT) who manage and staff the centre. This relationship between the two entities is a key element to the success of the gym. NCSRT have the experience and expertise in managing fitness centres and the rental income received by the OHF Trust allows them to service debt and maintain the facility.
- 3.3. The proposed extension will allow additional room for fitness equipment, group exercise classes and personal training areas and is in response to the increasing demand for fitness space in the centre.
- 3.4. The fitness centre currently has 362 members and is anticipating a significant increase in membership numbers with the proposed extension. Having a group exercise area will allow for a range of classes which are currently not on offer due to space constraints. Increasing the capacity of the fitness centre will have a positive impact on the community, enabling more people to access quality fitness and exercise programmes.
- 3.5. The proposed extension will be to the south of the existing footprint, adjacent to the swimming pool as shown in Figures 1 and 2. Note the Aquatics Strategy does not identify Oxford Pool for future development. Note the Aquatics Strategy does not Identify Oxford Pool for future development.



Figure 1 – Fitness Centre with proposed extension as shaded

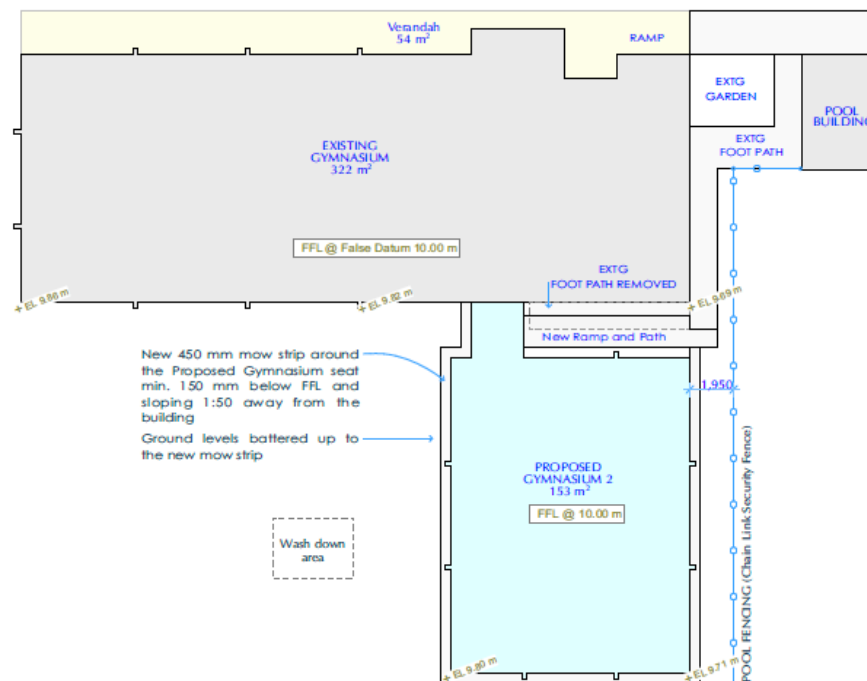


Figure 2 - Plan of Proposed Extension.

4. ISSUES AND OPTIONS

- 4.1. The OHF Trust is in the process of engaging a Geotech consultant to provide a Geotech report which is a requirement for the building consent. This is expected to be received by January 2024. They currently have \$30,000 funds on hand to contribute to the project, plus a further \$20,000 in revenue is expected from new lifetime memberships. The outcome of the Rata Foundation application will be known mid-February, however, the OHF Trust are aware that as a contestable fund, there is no guarantee the application will be successful and have approached Council regarding the possibility of a loan for the required \$200,000 should their Rata application is declined.
- 4.2. Council staff have identified the following two options for Council to consider;
- 4.3. **Option 1: Approve a loan of \$200,000 to the Oxford Health and Fitness Trust subject to the outcome of the Rata Foundation loan application.**

The Community and Recreation Committee could recommend Council approves the loan which would give certainty to the OHF Trust that the project can proceed and will allow them to commence with the building planning in the first quarter of 2024. The requested loan (if required) would not be needed until the start of the 2024/25 financial year. Staff recommend this option.

4.4 **Option 2: Decline Approval of the Loan**

The Community and Recreation Committee could recommend Council decline the approval of the loan and request that the Oxford Health and Fitness Trust seek a loan from other funding agencies should the Rata Foundation application be declined. This is a viable option, however, would delay the project indefinitely while loan funding is sought.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The proposed extension of the fitness centre will increase levels of service for the community and provide more opportunities for residents to access fitness and exercise programmes.

- 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. The Pearson Park Advisory Group has been consulted on this project and are in support of the proposed extension project.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The increased capacity of the fitness centre will be of interest to some members of the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. Should the Trust default on loan repayments, the assets would then transfer to Council where costs could be recovered. The OHF Trusts net assets are valued at \$344,387. The total cost of the project is \$283,000 including GST. The requested loan amount is \$200,000 and OHF Trust is contributing \$50,000 and are GST registered.

Council community loans have an interest rate of 4.8% which is the Council average weighted cost of funds. Finance recommends either a 10 or 15 year term. Refer to attachment ii - Oxford Health and Fitness Trust Community Loan Term Options – *TRM – 231204194899*. The OHF Trust is able to service debt through rental income from the NCSRT which would be adjusted commensurate to the anticipated increase in membership with the proposed extension.

This budget is not (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.

6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. Should the OHF Trust fold, ownership of the facility and assets would pass to Council as per the OHF Trust Deed. However, in this instance NCSRT would continue as facility managers which insuring continuation of service delivery.

6.3 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report in relation to the construction of the proposed extension. Contractors will be required to supply Site Specific Safety Plans and the OHF Trust will also be required to supply safety plans on how the build will be managed whilst the current gym area is in use.

7. **CONTEXT**

7.1. **Consistency with Policy**

This is not a matter of significance in terms of the Council's Significance and Engagement Policy. However, in terms of Councils Sport and Recreation Reserves Management Plan, the scale, materials used, and colours should contribute to the amenity value and character of the reserve.

7.2. **Authorising Legislation**

- Reserves Act 1977
- Resource Management Act 1991

7.3. **Consistency with Community Outcomes**

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

Social:

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Our community groups are sustainable and able to get the support they need to succeed.
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

7.4. **Authorising Delegations**

The Community and Recreation Committee has delegation to recommend funding requests to Council as per the recommendations within this report.

9/19/24, 4:36 PM

Request for Loan from WDC Letter - Google Docs

Oxford Health and Fitness Centre Trust
7 Burnett Street
Oxford 7430
OxfordHFCT@gmail.com

19 September 2024

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440

Dear Waimakariri District Council Staff and Councillors,

Subject: Request for Loan to Fund Oxford Health and Fitness Centre Gym Extension

I hope this letter finds you well. The Oxford Health and Fitness Centre Trust is now at the exciting point of being ready to proceed with the extension to the Oxford Heath and Fitness Centre. This extension project will create the opportunity for more fitness classes to be delivered in Oxford and allow for more gym equipment to be installed. This will help accommodate the increasing demand for fitness services and enhance the overall well-being of our community.

As previously discussed, the OHFCT wish to take out a \$200,000 loan from the council to make this building extension possible. Unfortunately, our grant application with the Rāiā Foundation was unsuccessful, so we do need to request borrowing the full \$200,000. Our current finances plus this loan will cover the total cost to build. As we are now at the point of having building consent granted and our builder ready to start, we wish to respectfully request the drawdown of this loan from the council.

Many thanks for your time and continued support of this project for our community.

Kind regards,



Stephanie Roberts
OHFCT secretary



Tim Fulton
OHFCT Chairperson

WAIMAKARIRI DISTRICT COUNCIL
REPORT FOR DECISION

FILE NO and TRIM NO: DDS-06-10-02-07-01 / 240809133292

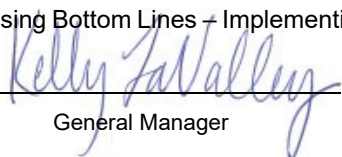
REPORT TO: Council

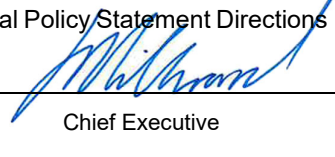
DATE OF MEETING: 1 October 2024

AUTHOR(S): Matthew Bacon, Development Planning Manager
 Neil Sheerin, Senior Planner

SUBJECT: Housing Bottom Lines – Implementing National Policy Statement Directions

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


 General Manager


 Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to request a decision from Council to update Objective 13.1.2 in the operative Waimakariri District Plan with the latest figures regarding 'housing bottom lines' to be achieved in Waimakariri District in the short-medium and long term. Housing bottom lines are housing numbers that are 'at least sufficient' to provide for planned growth. The latest figures are identified in section 4, table 3 of the Greater Christchurch Housing Development Capacity Assessment dated March 2023 (230505064510). It is not currently proposed to undertake the same update to the proposed district plan as the notified provisions within it are still subject to evidential assessment through the district plan review.
- 1.2. The National Policy Statement on Urban Development 2020 (NPSUD) requires that Greater Christchurch councils amend their district, city or regional plans to incorporate the housing bottom lines without using a schedule 1 Resource Management Act 1991 (RMA) plan change process. This means that Council is required to insert the provisions without going through a plan change process and then provide public notice that it has done so.
- 1.3. The proposed update is procedural and is required by national direction in a higher order document. Future updates may be required at relatively frequent intervals; under the NPSUD local authorities must review their capacity assessments every three years. This report therefore also requests a decision from Council to delegate to staff the ability to undertake any other such updates to the district plan as may be required in future; when this occurs staff can update Council via a memorandum for information.

Attachments:

- i. Greater Christchurch Housing Capacity Assessment 2023 TRIM: 230505064510

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 240809133292.
- (b) **Approves** the updating of objective 13.1.2 in the operative district plan to provide for updated housing bottom lines for Waimakariri, as follows:

Area	Short-Medium Term 2022-2032	Long Term 2032-2052	30 Year Total
Waimakariri	5,600	7,650	13,250
Christchurch	14,150	23,350	37,500
Selwyn	10,000	17,350	27,350
Greater Christchurch	29,750	48,350	78,100

- (c) **Notes** that the proposed update is required under the National Policy Statement for Urban Development.
- (d) **Directs** staff to insert the updated figures for Waimakariri identified in paragraph 3.6 below in Objective 13.1.2 in the operative district plan and amend related text as necessary.
- (e) **Delegates** the power to the General Manager Planning Regulation and Environment the power to amend the Waimakariri district plan in the circumstances set out in section 55(2) of the RMA.
- (f) **Notes** that housing capacity is considered as part of the Council's Long Term Planning processes.

3. **BACKGROUND**

- 3.1. The NPSUD requires that Tier 1, 2 and 3 local authorities, at all times, provide 'at least sufficient' development capacity to meet expected demand for housing and business land over the short-medium and long term. As part of Greater Christchurch, Waimakariri District is a Tier 1 local authority.
- 3.2. In order to ascertain this demand, the Greater Christchurch Partnership updated a Housing Capacity Assessment for Greater Christchurch in 2023 (the HCA). The 2023 HCA included an assessment of expected housing demand up to 2052 for Christchurch, Selwyn and Waimakariri districts. The 2023 HCA built on similar HCAs undertaken in 2018 and 2021. It should be noted that objective 13.1.2 in the operative district plan currently contains the 2018 figures; in 2022 Council approved a staff recommendation to update to these figures to reflect the 2021 HCA (220817141135) but unfortunately this update did not occur, however staff are already incorporating the most recent figures in assessments.
- 3.3. The purpose of a HCA is to quantify for the short, medium and long term the housing development capacity in the district that is plan enabled, infrastructure ready and 'feasible and reasonably expected to be realised'. In practice, this means that the amount of land that is available for housing does not exactly match the expected population growth as the HCA needs to ensure that higher demand is provided for.
- 3.4. It is important to note that while the HCA provides the evidential basis for potential future changes to planning documents (including the insertion of the Housing Bottom Lines), that changes to planning documents to give effect to the bottom lines need to follow a 'standard' planning process. For this reason staff are not requesting delegation to make further changes beyond the insertion of the bottom lines.

- 3.5. Under current practice, the next HCA would be prepared as part of the preparation work for the next update of the Greater Christchurch Spatial Plan, which is required to be reviewed every six years (with the HCA updated every three years).
- 3.6. The HCA provides for 'housing bottom lines' across Greater Christchurch on a per territorial authority basis. The 2023 HCA bottom lines are identified below:

Housing bottom lines (number of dwellings) for Greater Christchurch, 2022-2052
(Source: Table 3: Housing Bottom Lines, Section 4, Greater Christchurch Housing Development Capacity Assessment, March 2023)

Area	Short-Medium Term 2022-2032	Long Term 2032-2052	30 Year Total
Waimakariri	5,600	7,650	13,250
Christchurch	14,150	23,350	37,500
Selwyn	10,000	17,350	27,350
Greater Christchurch	29,750	48,350	78,100

- 3.7 For comparison, the 2021 numbers were:

Area	Short-Medium Term 2021-2031	Long Term 2031-2051	30 Year Total
Waimakariri	5,100	7,400	12,500
Christchurch	18,300	23,000	41,300
Selwyn	8,100	15,800	23,900
Greater Christchurch	31,500	46,200	77,700

- 3.8 Once these 'housing bottom lines' are established, the NPSUD further requires that for Tier 1 and 2 Councils (including Waimakariri) each relevant authority must insert these housing bottom lines into their respective planning documents. In the event the Council approves the insertion of the updated 2023 figures for Waimakariri, Council staff will make this change to the operative district plan.
- 3.9 While the 2023 HCA is the most up to date assessment of housing bottom lines, local authorities must review the capacity assessments every three years, hence the request for Council to delegate to staff the ability to undertake any such future updates to the district plan as may be dictated in future.

4. ISSUES AND OPTIONS

- 4.1. With regards to the update of the Housing Bottom Lines, the Council technically has the option to decline or approve the amendment to the provisions in the Waimakariri District Plan. However, it is noted that the insertion of housing bottom lines is a requirement within the NPSUD, and a decision to not make the changes would mean that the Council would not be complying with the national direction provided within the NPSUD. As a result, the recommendation from staff is that the Council approve the insertion of the provisions into the district plan.
- 4.2. With regards to recommendation (e), the Council has the option to approve or decline the delegation to staff. This power does not currently fall within the delegations that Council provide to certain staff to undertake RMA functions. The recommended option to delegate this power to staff is intended to provide Council with a more efficient process to update the district plan in line with legislative requirements.

- 4.3. Section 55(2) of the RMA specifically limits the scope of powers to amend documents and as highlighted above, does not provide a decision maker with discretion in respect of making amendments under this clause. For this reason, staff consider that delegating this power to the General Manager, Planning and Regulation does not hold significant risk.

(2) A local authority must amend a document, if a national policy statement directs so,—

(a) to include specific objectives and policies set out in the statement; or

(b) so that objectives and policies specified in the document give effect to objectives and policies specified in the statement; or

(c) if it is necessary to make the document consistent with any constraint or limit set out in the statement.

- 4.4 If the Council choose not to delegate the power to make changes under section 55 of the RMA to staff, then staff will seek Council approval to make changes as necessary by way of a report to Council. This option is not considered the most efficient option of those available to Council.

- 4.5 The Council also has the option to delegate this requirement to the District Plan and Regulation Committee or to other staff. This option would equally be supported by staff; however is not the recommended option to ensure that staff coordination is maintained.

Implications for Community Wellbeing

- 4.6 There are not implications on community wellbeing by the issues and options that are the subject matter of this report. This is primarily as the provisions to be inserted into the Waimakariri District Plan require that established 'housing bottom lines' are enabled within planning documents.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri are not likely to be affected by or have an interest in the subject matter of this report; however, it is noted that growth within MR873 is an important area of consideration and is being progressed through a number of pathways including the district plan review. It is however noted that future development within MR873 is not included within capacity numbers.

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report. The HCA 2023 was budgeted within the Council's overall budget for NPSUD implementation.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts. Additional growth will potentially have climate change impacts if inappropriately located; however, the proposed housing capacity provisions do not allocate growth to specific areas.

6.3 **Risk Management**

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

6.4 **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**

Amendments to District Plans where not subject to a schedule 1 RMA process are enabled by section 55 of the RMA.

7.3. **Consistency with Community Outcomes**

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

7.4. **Authorising Delegations**

The Council has delegated the ability to amend the district plan to recognise national policy statements / standards under section 55 of the RMA. The delegation manual allows for the Council to approve the amendment as the delegating entity.



**Greater Christchurch
Partnership**

Te Tira Tū Tahi

One Group, Standing Together

Greater Christchurch Housing Development Capacity Assessment

March 2023

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Definitions and Abbreviations

The following table defines commonly used terms, acronyms, and abbreviations in this document.

Term	Definition
BDM	Build Development Model
CCC	Christchurch City Council
Development Capacity	As defined in the NPS-UD, means: the capacity of land to be developed for housing or for business use, based on: <ol style="list-style-type: none"> the zoning, objectives, policies, rules and overlays that apply in the relevant proposed and operative RMA planning documents; and the provision of adequate development infrastructure to support the development of the land for housing or business use.
FDS	Future Development Strategy
Feasible or Feasibility	As defined in the NPS-UD, means: <ol style="list-style-type: none"> for the short term or medium term, commercially viable to a developer based on the current relationship between costs and revenue. for the long term, commercially viable to a developer based on the current relationship between costs and revenue, or on any reasonable adjustment to that relationship.
FUDA	Future Urban Development Areas identified through Our Space
GC	Greater Christchurch
GCP	Greater Christchurch Partnership
GIS	Geographical Information System
HCA	Housing Capacity Assessment
LDM	Land development Model
LTP	Long Term Plan
MBIE/MfE feasibility tool	Refers to the feasibility tool provided in excel format to the Greater Christchurch Partnership. The reference may be to part of the tool, indicated as (land development) or (building development).
NPS-HPL	National Policy Statement on Highly Productive Land 2022
NPS-UD	National Policy Statement on Urban Development 2020
QV	Quotable Value
RMA-EHS	Resource Management Act (Enabling Housing Supply and Other Matters) Amendment Act 2021
RV	Rateable value, as recorded by Councils for rating purposes.
SA2	Stats NZ's Statistical Area 2
SDC	Selwyn District Council
TA	Territorial Authority
UDS	Urban Development Strategy
WDC	Waimakariri District Council

2. Executive Summary

The National Policy Statement on Urban Development 2020 (NPS-UD) requires tier 1 local authorities, every three years¹, to provide at least sufficient development capacity in their region or district to meet expected demand for housing: (a) in existing and new urban areas; (b) for both standalone and attached dwellings; and (c) in the short, medium, and long term. The relevant sections of the NPS-UD are found in Appendix 1: NPS-UD. Christchurch is defined as a Tier 1 urban environment and includes the local authorities of Canterbury Regional Council, Christchurch City Council, Selwyn District Council, and Waimakariri District Council.

The Greater Christchurch Partnership has worked collaboratively since 2003 to manage growth in the Greater Christchurch area. The existing settlement pattern was first outlined in the Greater Christchurch Urban Development Strategy (UDS), implemented under Chapter 6 to the Canterbury Regional Policy Statement and District Plans. An update to the settlement pattern was undertaken in 2019 to manage growth within the 2018-2048 period and to address the policy requirements of the National Policy Statement for Urban Development Capacity, including the first Housing Capacity Assessment (HCA) in 2018.

The 2021 HCA included an assessment of expected urban housing demand to 2051 for Christchurch, Selwyn and Waimakariri, and the sufficiency of development capacity. It builds upon the 2018 Housing Capacity Assessment undertaken under the previous National Policy Statement on Urban Development Capacity (NPS-UDC) and responds to key changes in the policy requirements between the NPS-UDC and NPS-UD (refer to Appendix 1: NPS-UD Objectives and Policies). This 2023 HCA update provides new capacity figures based on the TA's responses to the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 (EHS Act) and adds more detail with typology while continually improving monitoring and integration.

The assessment findings are based on the best available information and models at that point in time. For expected demand, this is based principally on Statistics New Zealand's population estimates and projections and the associated assumptions. Expected demand is sensitive to changes in international migration assumptions, particularly for calculating the long-term sufficiency. An increase or decrease in this assumption will impact the sufficiency numbers for Greater Christchurch in the long term. In this respect it's important to note this uncertainty over a longer time frame with regard to being absolute on what long term sufficiency might be. The numbers provided in this report are based on an agreed scenario and they are framed by the assumptions outlined in the report.

In terms of supply, the assessment utilises Council's respective growth and land development models, and feasibility models (developed from the MBIE/MfE Feasibility Tool). Any figures presented within this assessment should be treated with some caution because factors that influence housing demand and supply, such as population growth, government policy, economic conditions, or the ability to achieve commercially attractive returns on development, may change significantly over the next thirty years. Further, it is too early to understand the potential change created by the EHS Act. While plan-enabled capacity has ballooned, the meaningful impact on feasible capacity will be felt over time as the type of development delivered becomes more intense.

Key demand trends for Greater Christchurch include:

- a growing population from 536,500 in 2022 to 708,840 in 2052, an increase of 172,340 people;
- the number of households increasing by 79,088; and
- a changing typology profile reflecting the demographics changing, an aging population resulting in strong growth in the number of 'couple only' and one person households.

This assessment will also be used to help inform work on the Greater Christchurch Spatial Plan (which will comply with the requirements for a Future Development Strategy under the NPS-UD). The Spatial Plan will consider this scenario alongside other scenarios to determine the preferred direction where and how the area should grow and develop into the future and help address long term capacity shortfalls.

¹ In time to inform the development of council long-term plans.

3. Sufficiency

The sufficiency shown here is for the urban environment of Greater Christchurch. This includes Christchurch City and the surrounding towns of Rangiora, Kaiapoi, Woodend, Rolleston, Lincoln, Prebbleton, and West Melton.

Key assumptions are:

- Capacity proposed through EHS Act variations and plan changes proceeds;
- For the towns, densities within greenfield areas are similar to what is occurring now, whereas intensification areas are higher.
- Intensification is most likely to occur where there is older housing stock, in and around town centres and close to Public Transport routes.
- Intensification will not occur in the short to medium term in areas with newer housing stock.

3.1. Short & Medium-Term Urban Capacity Sufficiency

At a Greater Christchurch level, there is likely to be sufficient capacity based on the current assumptions across all the TAs to meet medium-term demand (see Table 1).

Table 1: Urban Housing Sufficiency within TAs in the Short & Medium Term (2022 – 2032)

Area	Feasible Capacity	Demand with Margin	Surplus / Shortfall
Waimakariri	5,950	5,600	+350
Christchurch	94,000	14,150	+79,850
Selwyn	11,550	10,000	+1,550
Total	111,500	29,750	+81,750

**Rounded to the nearest 50*

3.2. Short, Medium, & Long-Term Urban Capacity Sufficiency

Over the long-term (next 30 years) there is likely to be sufficient capacity based on the current assumptions across the TAs to meet demand. At a District level however, there is a shortfall within Selwyn over the long term of around 3250.

Table 2: Urban Housing Sufficiency within GCP in the Short, Medium, & Long Term (2022 – 2052)

Area	Feasible Capacity	Demand with Margin	Surplus / Shortfall
Waimakariri	14,450	13,250	+1,200
Christchurch	94,000	37,500	+56,500
Selwyn	24,100	27,350	-3,250
Total	132,550	78,100	+54,450

**Rounded to the nearest 50*

3.2.1. Response to Shortfall

In response to the identified shortfall in Selwyn, the Future Development Strategy will need to indicate broad locations to where this long-term demand will be met. The response to this shortfall will be through exploring improving the feasibility of intensification, especially around centres and PT routes and increasing minimum densities (for example, an increase from 15hh/ha to 16hh/ha would meet that shortfall). These areas will be part of any Priority Development Areas identified through the Greater Christchurch Spatial Plan.

4. Housing Bottom Lines

Following the capacity assessment, local authorities must insert housing bottom lines into their relevant plans. The bottom lines should clearly state ‘the expected housing demand plus the appropriate competitiveness margin in the region and each constituent district’². The regional council inserts the housing bottom line for the urban environment into its regional policy statement, while the territorial authorities insert the attributed proportion into their district plans.

The urban environment, as agreed by the Greater Christchurch partnership, is the Greater Christchurch Boundary. However, this assessment has considered all main urban areas within the TAs not just the ones within the Greater Christchurch boundary. This is to inform the spatial plan work, recognising the growing size and influence of towns around the boundary of Greater Christchurch.

The townships included in this information are for Waimakariri – Rangiora, Kaiapoi, and Woodend; and for Selwyn – Rolleston, Lincoln, Prebbleton, and West Melton.

Therefore, the Housing Bottom Lines to be inserted into the relevant plans are outlined below.

Table 3: Housing Bottom Lines

Area	Short-Medium Term	Long Term	Total
Waimakariri	5,600	7,650	13,250
Christchurch	14,150	23,350	37,500
Selwyn	10,000	17,350	27,350
Greater Christchurch	29,750	48,350	78,100

² NPS-UD 3.6 (1)

5. Demand Analysis

This section identifies two key demand issues from Section 7, especially Section 7.3, and establishes what opportunities there are under the NPS-UD to improve affordability and deliver well-functioning urban environments across Greater Christchurch.

5.1. Key Assumptions

The following are the key assumptions located throughout the report when assessing demand:

- Stats NZ international migration assumptions. The Stats NZ projections assumes change in migration, both into the country (international) and throughout the country (internal). These are outlined in Section 7.4.1. It is important to consider that migration rates vary and are influenced by international factors. Changes to migration policies or impacts of global events (e.g., pandemics) either constrain or enable more international migration.
- Stats NZ also project internal migration. This tracks movement between areas within New Zealand. This is harder to predict as people move for various reasons that change over time. People may be moving because of house prices or the availability of sections or a lifestyle decision. More work is needed to understand the full implication of this within Greater Christchurch.
- Stats NZ natural increase assumptions. The Stats NZ projections also assume a natural increase based on fertility and life expectancy. These are also outlined in Section 7.4.1. These can change though less volatile than migration.
- Household formation. The Stats NZ projections also assume types of household formation (e.g., family, single person, couple). A change in approach or living arrangements will also change the number of people per household and the demand for dwellings.

5.2. Responding to Long Term Housing Demand

A key challenge over the next 30 years is where and how 168,720 people and 77,100 households are to be accommodated within Greater Christchurch, while delivering a well-functioning urban environment that better meets the needs of current and future generations³. This will require the development sector and property market to shift from the greenfield model that is primarily occurring on the outskirts of Christchurch City and in the townships of Selwyn and Waimakariri districts to substantially more intensification around centres and strategic transport corridors.

The advice received from the development sector engagement (in Section 7.2) and the locational preferences and trade-offs (in Section 7.3.4) establish that the key demand drivers are location, land availability, cost and condition, land use zoning and consenting certainty. These development sector drivers are manifesting in the ongoing demand for standalone housing typologies on greenfield land across Greater Christchurch, but particularly Selwyn and Waimakariri districts (refer to Section 7.3 and Figure 16). In addition to the demand drivers, development sector market feasibility analysis and financial risk management practices have a direct influence on the quality and amount of higher density housing that is being brought to the market. This is because supply needs to meet demand to make land development economically viable. Consequently, most developers need to achieve an investment on return within a tight timeframe, so there is an inherent need to respond to short-term demand by providing housing that aligns with market demand. The development of alternative housing typologies to meet medium- or long-term needs represent an investment risk.

Planning decisions can enable increases in housing density, infill and intensification (as an alternative to the greenfield model) by: (a) investing in 'placemaking' to uplift land value and improve local amenity and services; (b) improving regulatory and consenting processes to provide certainty and reduce compliance costs; (c) funding models to improve infrastructure and transport networks to enable mode shift and improve accessibility; and (d) initiating exemplar developments to demonstrate that real and

³ As defined in NPS-UD Policy 1 well-functioning urban environments have or enable a variety of homes (to meet needs and enable Māori to express their cultural traditions and norms) and businesses, have good accessibility, support, and limit adverse impacts on the competitiveness of land and development markets, support reductions in greenhouse gas emissions and are resilient to the effects of climate change.

perceived risks can be reduced, while delivering a high quality product that is viable to develop. These initiatives can support a wider range of housing typologies across varying locations, while improving wellbeing and affordability across temporal scales.

The Greater Christchurch Spatial Plan will be a critical tool to correcting the current imbalance between what the development sector is delivering to meet short term market demand and what is required to better meet the medium- and long-term outcomes for a well-functioning urban environment as it is expressed in the NPS-UD. This is because it will provide direction on the long-term settlement pattern and decisions on critical changes to the transport network to enable a significant shift in travel modes. It will also include responses to natural hazard risk management and climate change and its implementation will be assisted through partnership arrangements with Mana Whenua, government agencies, the development sector and the community.

5.3. Responding to Decreasing Housing Affordability

Affordability issues are manifesting in Greater Christchurch (as illustrated in Section 7.3.1 and Table 20) as the gap between household incomes and the cost-of-living increases. The demand analysis (in Section 7.3.1) establishes that this is heavily influenced by Government fiscal policies, and to a lesser extent the release of land and increased consenting certainty that is influenced by Local Government. It also establishes that an aging population, falling home ownership rates, less secure employment, restricted access to welfare and the increasing cost of living are contributing to a significant increase in demand for affordable housing, including through social housing providers. This issue is highlighted by a 379% to 500% increase in the number of families being placed on the Public Housing Register across Greater Christchurch (refer to Section 7.3.2).

There is an opportunity for Kāinga Ora and other housing, infrastructure, and services providers to develop and regenerate locations that aren't as attractive to the land development sector due to lower land values, accessibility, neighbourhood character, public perceptions, or schooling options. This response will require partnerships and Government investment to increase the availability of social housing across Greater Christchurch. The Greater Christchurch Partnership also has a role to play by supporting social housing providers through the provision of new and improved infrastructure, transport networks, investing in 'placemaking', streamlining consenting pathways developing and implementing the Greater Christchurch Spatial Plan.

6. Capacity Analysis

This section identifies two key capacity and supply issues from Sections 7.5 and establishes what opportunities there are under the NPS-UD to improve affordability and deliver well-functioning urban environments across Greater Christchurch.

6.1. Key Assumptions

The following are the key assumptions located throughout the report when assessing demand:

- House values and prices. To assess long-term feasibility, assumptions around house values and sales prices are required. This assumes no changes to policy direction relating to borrowing or taxation.
- Land Use zonings. The potential yield is based on the enabled capacity within the related district plans. As these change, capacity will change.
- Densities. The level of growth expected is largely based on recent development. Large drastic changes (e.g., no standalone dwellings built) to what is built is not modelled. This is impacted by the cost of development and could be impacted by changes in the taxation or council or insurance costs.
- Reforms. The full impact of regulatory changes is yet to be realised. The assumption is that capacity matches the capacity proposed through each council's response to RMA-EHS. This will change through the process.

6.2. Regulatory Changes and Reforms

Significant changes in the regulatory framework through the enactment of the NPS-UD, NPS-HPL and RMA-EHS are influencing decisions on housing capacity. These national directions will assist to achieve longer term capacity outcomes by enabling urban consolidation through well-functioning urban environments, protecting highly productive land and responding to the effects of climate change. The NPS-UD provides a strong directive for planning decisions to be responsive to demand and to actively enable supply to promote competitive housing markets, support well-functioning urban environments and improve affordability. The NPS-HPL balances the enabling directions of the NPS-UD by prioritising the need to avoid the rezoning and development of highly productive land for urban activities. This includes requiring cost benefit analysis to be undertaken and for the viability of alternative methods to increase housing land supply to be evaluated.

There is uncertainty regarding whether the policy initiatives to give effect to the RMA-EHS will assist in delivering medium- and long-term housing needs i.e., 1- and 2-bedroom multi-level units rather than 2 to 3 storey town houses and 3-to-4-bedroom single level standalone homes (refer to Sections 7.4). The development sector engagement establishes that physical constraints, development costs (building up costs more) and land value (removing existing homes and conglomerating land is more economically viable where the value of the land is high) limit the viability of recently subdivided greenfield sections being intensified. The mandatory district plan changes required to give effect to the RMA-EHS will provide a pathway to enable existing residential and business properties within established centres and neighbourhoods to be infilled, intensified, and redeveloped. It is less clear what level of intensification may occur where, or to quantify the impact this may have on infrastructure, transport networks and the character of neighbourhoods across the sub-region.

As currently drafted, the Strategic Planning Bill places a stronger statutory weight on Regional Spatial Plans to achieve longer term outcomes and capacity needs within well-functioning urban environments. The Government has also signalled that the National Planning Framework will include environmental bottom lines, which may include baseline carbon emissions and minimum targeted reductions. This would provide an important basis for quantifying the impacts of different housing and business typologies to meet people's needs, the funding and provision of infrastructure (including investment in the transport network and public transport facilities), effects on the environment based on locational context and the influence property market trade-offs and preferences are having on intergenerational wellbeing. The recent weather cycle that contributed to significant rainfall events, and the devastating damage and loss of life caused by Cyclone Gabriel, across the North Island in the 2023, emphasised

the need for planning decisions to take appropriate account of natural hazard risk and the ongoing impacts climate change will have on the environments contained within the Greater Christchurch area.

The Greater Christchurch Spatial Plan, and the implementation actions associated with it, will play a critical role in providing plan enabled housing capacity across the sub-region and balancing this against other critical outcomes and bottom lines as the resource management system transitions from the RMA to the new regime.

6.3. Housing Supply and Responsiveness to Price and Interest Rates

Elements of the property sector respond to prices and other monetary changes differently. It is important to understand how the centralised management of the Aotearoa economy influences capacity and affordability in Greater Christchurch's housing market. The Reserve Bank released analytical notes⁴ on how housing supply reacts to prices and monetary policy that listed the following key findings:

- Longer term financing costs, largely driven by long-term projected interest rates, are the key factor in house prices. These factors are influenced by global factors rather than domestic factors such as monetary policy. The impact of the longer-term financing costs are amplified when housing supply is less responsive to prices.
- Investment in housing has been driven by high returns that have been realised over the past 20 years, which has been underpinned by the ability to leverage capital and favourable taxation provisions. The Reserve Bank are expecting a correction in house prices in the future.
- House prices respond differently to changes in interest rates depending on the area. The Reserve Bank have identified variation in how territorial authorities have responded to housing supply. In general, they identify that areas where house prices have grown proportionately faster than housing supply are less responsive, and these areas are more susceptible to changes in interest rates. The Reserve Bank analysis indicates that the Selwyn and Waimakariri housing market has been less responsive than Christchurch City. However, this could suggest the impact of other factors not considered within the Reserve Bank analysis, such as the influence of the Canterbury Earthquakes, buyer preference, land availability and local property sector market feasibility and financial risk management practices.

An example of where the Reserve Bank has applied an economic lever was the recent increase in its benchmark interest rate to address increasing inflation. This response had a direct influence on bank loan interest rates, property values and loan deposit requirements that are contributing to a less buoyant housing market, which is evidenced by reduced building consent numbers and increases in the cost of living. Planning decisions have a lesser influence on how the 'boom' and 'bust' nature of the property sector plays out over time in comparison to government interventions, global externalities, and market changes. The Greater Christchurch Partnership can assist in reducing undersupply to alleviate pressure on the housing sector by ensuring that there are clear consenting pathways to assist plan enabled, and infrastructure ready land, that has been identified to meet demand to be developed within a timely manner to reduce residual costs. These actions are particularly important where there is increased cost of living and affordability pressures affecting society.

⁴ <https://www.rbnz.govt.nz/research/our-research-and-analysis/analytical-notes>

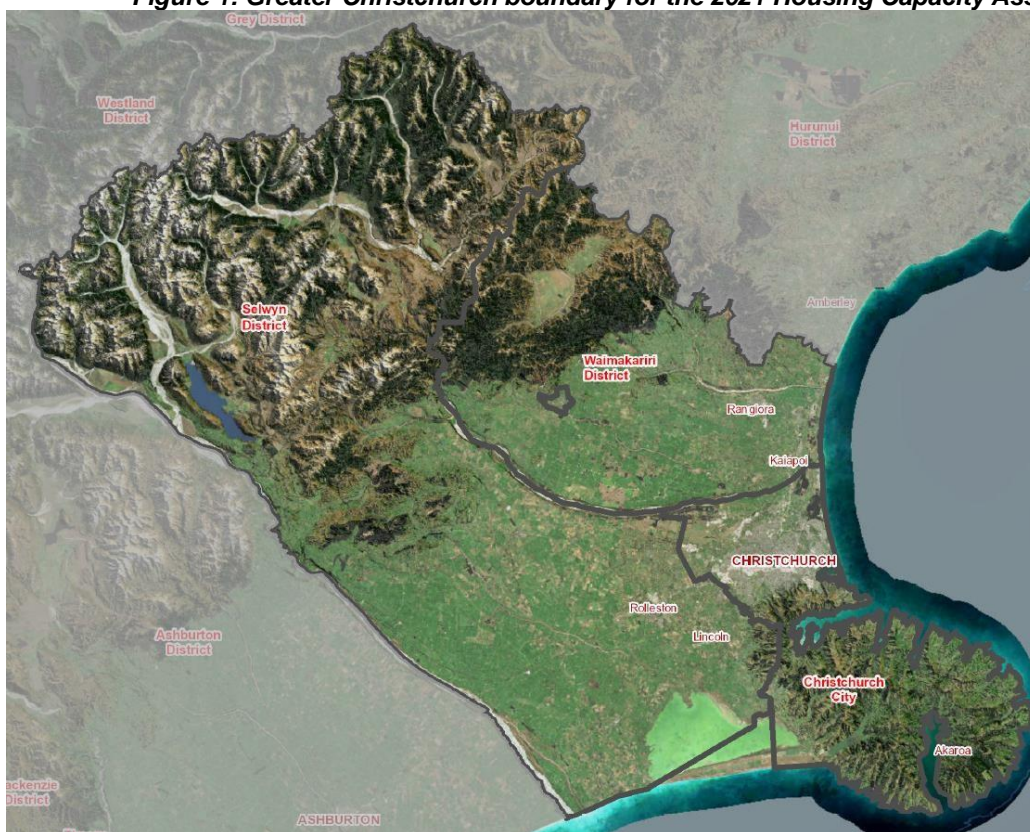
7. Background Work

7.1. Study Area

The study area is the extent of the Christchurch, Selwyn, and Waimakariri territorial authority boundaries. This has been expanded beyond the Greater Christchurch boundaries for this HCA on the grounds that:

- the areas of the three TAs outside of the Greater Christchurch boundary still require strategic planning and the TAs will have to do this work at some point;
- the indicative national legislation change is leading towards regional spatial plans and an expansion is a step towards a regional plan⁵; whilst still being achievable in the timeframe;
- expanding the scope recognises the inter-relationship of the housing market⁶; and
- travel time data from Stats NZ shows areas around Greater Christchurch (especially Darfield and Leeston) are operating as part of the wider functional urban area, (see classifications of a Stats NZ has Functional Urban Area Classification where at least 40% of workers commute to urban areas⁷ and Urban Accessibility Classification showing what areas have access to larger urban areas⁸).

Figure 1: Greater Christchurch boundary for the 2021 Housing Capacity Assessment



⁵ <https://environment.govt.nz/what-government-is-doing/key-initiatives/resource-management-system-reform/r/>

⁶ <https://www.motu.nz/assets/Documents/our-work/urban-and-regional/housing/Single-Housing-Market.pdf>

⁷ https://statsmaps.cloud.eaglegis.co.nz/portal/apps/Minimalist/index.html?appid=7bad0be7cfe949388f71cbc90b8916_ca

⁸ <https://www.stats.govt.nz/methods/urban-accessibility-methodology-and-classification>

7.2. Engagement

Policy 10 of the NPS-UD requires engagement with the development sector to identify significant opportunities for urban development. Implementation 3.21 states that councils must seek information and comment from (a) expert or experienced people in the development sector, and (c) anyone else who has information that may materially affect the calculation of the development capacity. The partner councils identified parties most actively involved in the development sector and significant landowners (e.g., that could develop over 20 or more dwellings) and asked these parties to undertake a market demand and intentions survey. Forty one developers, landowners and some involved in the real estate sector completed an online survey in late June/early July 2021. They responded to questions about their views on the demand and supply of land for residential and business development within the Greater Christchurch area, supply issues or barriers to development, and development intentions and possible timing for these. The low response rate to the survey means it is difficult to draw informed conclusions, however, there are some clear, common views expressed across the survey that reflect some elements of the development sector's interests and opinions. A more detailed summary and analysis of the responses is provided in a separate supporting report.

Residential development

- Key factors that drive residential developers' interest in development are demand for residential new builds, location (e.g. proximity to transport), the availability, cost and condition of land and zoning, and predictability of consenting processes.
- A wide range of areas were signalled of interest to respondents, across all three territorial authorities.
- Developers prefer to build standalone single and two storey dwellings, single and two storey multi-unit complexes, with smaller interest in other housing types. These preferences are driven primarily by high market demand.
- Key attributes that residential buyers look for in a property are house design (2-3 (or 4) bedrooms and layout), lifestyle factors (near the beach or park), streetscape, neighbourhood character and school zoning, section size and landscaping. Internal garage and other off-road parking, privacy and orientation to the sun, ease of heating and freehold title appeal.

Smaller homes and higher density living

- Developers anticipate increased demand for smaller-sized dwellings, and in single storey, easily accessible and elderly persons' housing. They expressed interest in higher density developments, preferring 3-4 storeys rather than higher. Financing higher density developments is an issue, along with consenting.
- Privacy, private outdoor space, natural light and house design, including internal garage are key considerations people look for in higher density developments. Lack of these features deter buyers, along with developments that are too high or seem crowded.

Greenfield development

- Developers reported having greenfield development underway or intending to start within the next 1-3 or 4-10 years. A small number said they intended selling within the next decade; only one indicated they did not intend doing anything with their greenfield land.
- Solid staging of greenfield residential developments is occurring at most phases of development over the next three years (from stage 1 – stage 5 developments).
- Difficulties with restrictive or complicated District Plan rules and regulatory processes were cited as barriers to development of greenfield land, with some mention also of infrastructure capacity and timing issues and difficulties developing some land.
- Standalone detached, single storey dwellings are the preferred housing type by developers as this is where they consider the market demand lies.
- A few respondents commented on the extent to which respective district plans enable greenfield development and made suggestions for how councils could better support it.

Other comments and responses

- A very small number of respondents were from the real estate sector – their views mirrored those of land owners and developers.
- Several respondents provided additional final comments on their perspectives of the overall development sector and issues they have experienced.

In addition to the survey, Christchurch City Council held interviews with the most prominent multi-unit developers. Two main questions asked were:

- Why are you choosing to develop in the areas you currently do and with your current typologies and;
- If the District Plan was not an impediment, where would you choose to develop, what would you like to build and why?

Whilst there were varied responses largely in response to their current development models, some consistent feedback included:

- Preferred location to develop was the central city and inner city suburbs and any area with good street appeal and close proximity to amenities.
- St Albans, Edgware, Spreydon, Papanui, Riccarton, Waltham, University surrounds, Merivale were the most commonly cited preferred areas to develop.
- Existing (large site sizes) were important as they enabled redevelopment without site amalgamation.
- The RMD zone (and zone provisions) were the most favoured locations by developers, in preference to the RSDT zone.
- Areas not seen as so desirable to develop, despite plan enablement were Hornby and Linwood.

In regard to housing typologies:

- Two to three storey townhouses remained the preferred typology, due to strong market demand and next comparative offer to the three-bedroom detached dwelling that can be acquired in suburban and greenfield developments for a similar price.
- General consensus was that the local market was not ready for apartment typologies due to lower land prices, the additional development costs of 4+ stories and low buyer demand.
- Buyers still demand private amenity space, freehold title and car parking spaces (other than for the investor client (where it was not so important)).

Also, Selwyn District Council met with developers throughout the district in early 2023. Their feedback was:

- There is a strong demand for stand-alone typologies, with a general trend to smaller sections and smaller dwelling footprints.
- General support for spatial plans to indicate the direction of further greenfield expansion.
- The scale of greenfield allows for greater outcomes and flexibility than brownfield.
- Disagreement on whether brownfield development in Selwyn will be an attractive option for developers or at least disagreement when in the future it could be.
- A larger number of developers are needed so that there is sufficient competition which can drive affordability.
- General agreement that the rezoning and consenting process is too slow, cumbersome, and drawn-out.
- There is a growing demand for retirement or lifestyle villages, which represents housing choice and a general trend observed of wanting to live closer to family since 2019.

The Waimakariri District Council also met with local developers in Early 2023. The feedback received was similar to as described above for Selwyn District Council. Additional points included the following:

- Neighbourhood centres are also important for local convenience and well-functioning urban environments (e.g. Arlington and Lilybrook local centres). Greenfield developments should include neighbourhood centres.
- Discovering that as they develop small sections and smaller street widths, on street parking is becoming problematic with larger vehicles, rubbish trucks, emergency vehicle etc having difficulty getting through. To date, public transport routes are not keeping pace with development and therefore making new neighbourhoods car dependant.
- More intensive development around PT/MRT routes could be attractive, but require certainty that this will happen.

7.3. Housing Market Factors

Section 3.23 of the NPS-UD seeks information regarding market indicators and how planning and infrastructure decisions impact affordability for different community groups. There is also a need for a specific focus on Māori housing demand. This section will provide analysis of house prices and tenure, affordability, social housing, Māori housing, locational preferences, national and international trends, migrant demand, household crowding, and demand for visitor accommodation.

7.3.1. Monitoring

The following information is available on the MHUD Urban Development dashboard⁹. The dashboard contains information around supply, prices, rents, volume, and land value as a ratio of capital value, however some of the information hasn't been updated in a few years.

Prices

This figure shows the 12-month rolling sales price. This does not consider size or quality of dwelling and is not adjusted for inflation. There is a steep increase over the last two years after around 5 years of almost stable pricing. The increase is seen across the country and reflects broader trends in monetary policy (low interest rates), and increased demand.

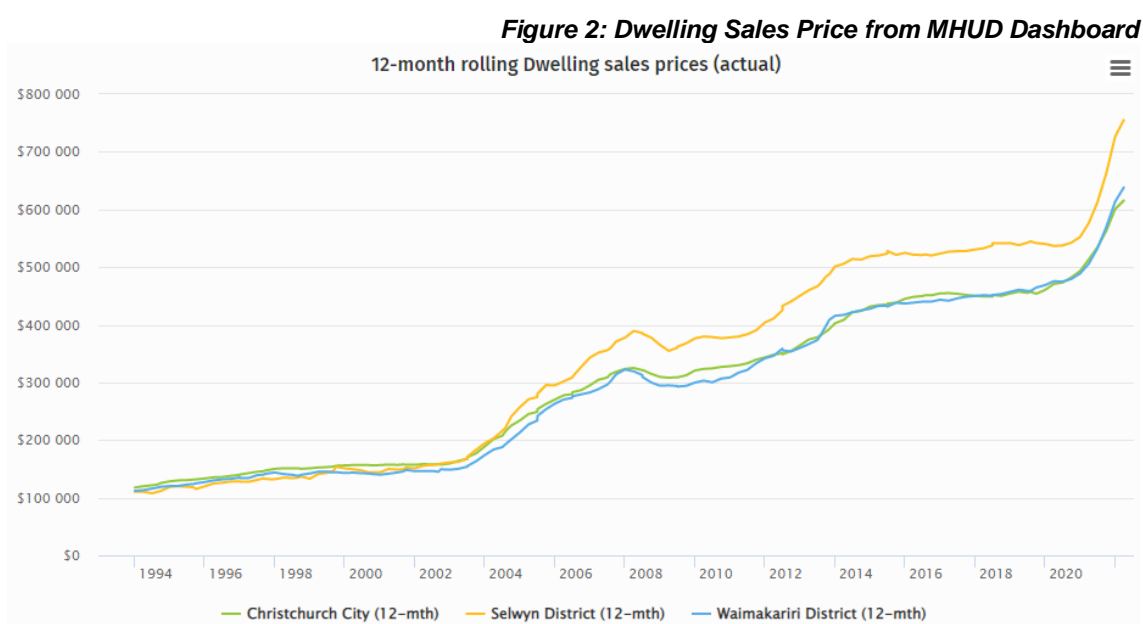


Table 4: Dwelling Sales Price Comparison

TA	31 st Dec 2015	31 st Dec 2020	31 st Dec 2022	Change from 2015 to 2020	Change from 2020 to 2022
Waimakariri	437,500	490,500	723,250	53,000 (11%)	232,750 (32%)
Christchurch	441,250	494,650	672,000	53,400 (11%)	177,350 (27%)
Selwyn	523,500	552,250	818,250	28,750 (5%)	266,000 (33%)
Auckland	725,900	914,000	1,107,000	188,100 (21%)	193,000 (17%)

The table above shows the change in house sales price for the 3 TAs compared to Auckland. The increase in house prices between 2015 and 2020 was relatively stable for the 3 TAs (between 5% and 10%) compared to 21% in Auckland. The increase last two years for the 3 TAs was significant (between 27% and 33%) when compared to the combined growth of the previous years and is slightly higher than Auckland's % increase. This could suggest the relative value of the 3 TAs is attracting more demand.

⁹ <https://huddashboards.shinyapps.io/urban-development/>

Rents

This figure shows the 12-month rolling rent for the three TAs. Between 2015 and 2020 rents dropped in Christchurch and Selwyn but rose in Waimakariri. This is probably because of higher rents through to 2015 following the Earthquakes with homes being repaired and residents needing short-term accommodation and then stabilised. In that same timeframe, Auckland's rent rose. Between 2020 and 2022, rents are rising fairly consistently across the country.

Figure 3: Dwelling Weekly Rents from MHUD Dashboard

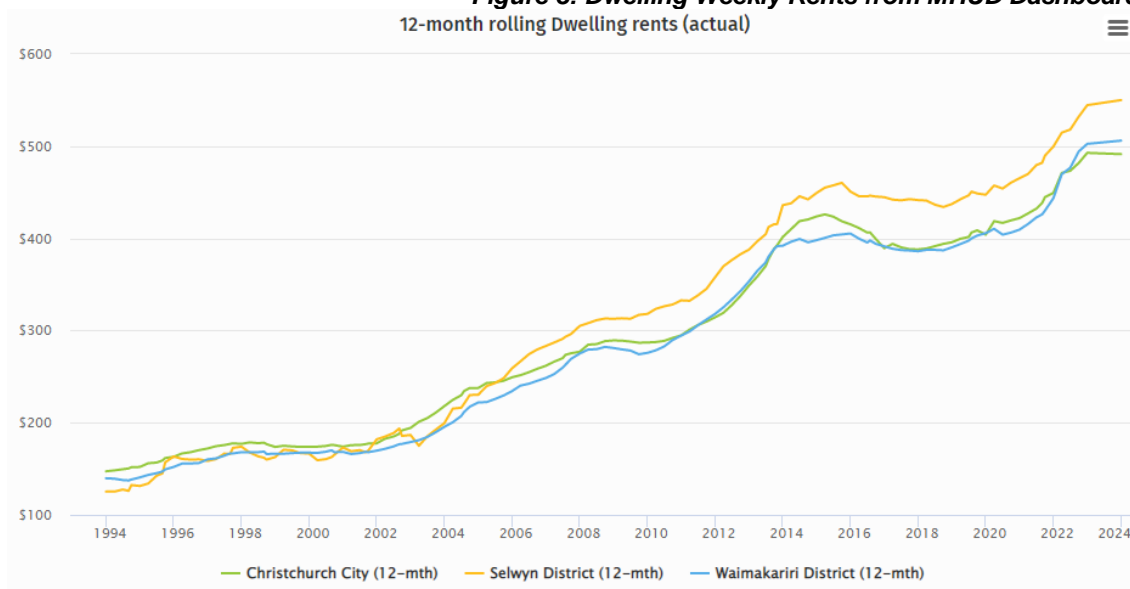


Table 5: Dwelling Weekly Rents Comparison

TA	31 st Dec 2015	31 st Dec 2020	31 st Dec 2022	Change from 2015 to 2020	Change from 2020 to 2022
Waimakariri	405	410	503	5 (1%)	93 (18%)
Christchurch	415	422	493	7 (2%)	71 (14%)
Selwyn	451	465	545	14 (3%)	80 (15%)
Auckland	485	575	602	90 (16%)	27 (4%)

The table above shows a similar story as house prices. Rents between 2015 and 2020 ranged from increasing by 1% to 3% compared to a 16% increase in Auckland. This could be because of higher rents in 2015 from earthquake repair demand and stable house prices. The change from 2020 to 2022 is similar across the 3 TAs with Auckland being lower.

Dwellings Sold

This figure shows the 12-month rolling total of dwellings sold in the 3 TAs. This includes all dwellings sold, irrespective of whether this is growth related or not. This number is helpful in showing turnover and broad demand in the housing market. It shows a fairly consistent number of dwellings sold.

Figure 4: Total Dwellings Sold from MHUD Dashboard

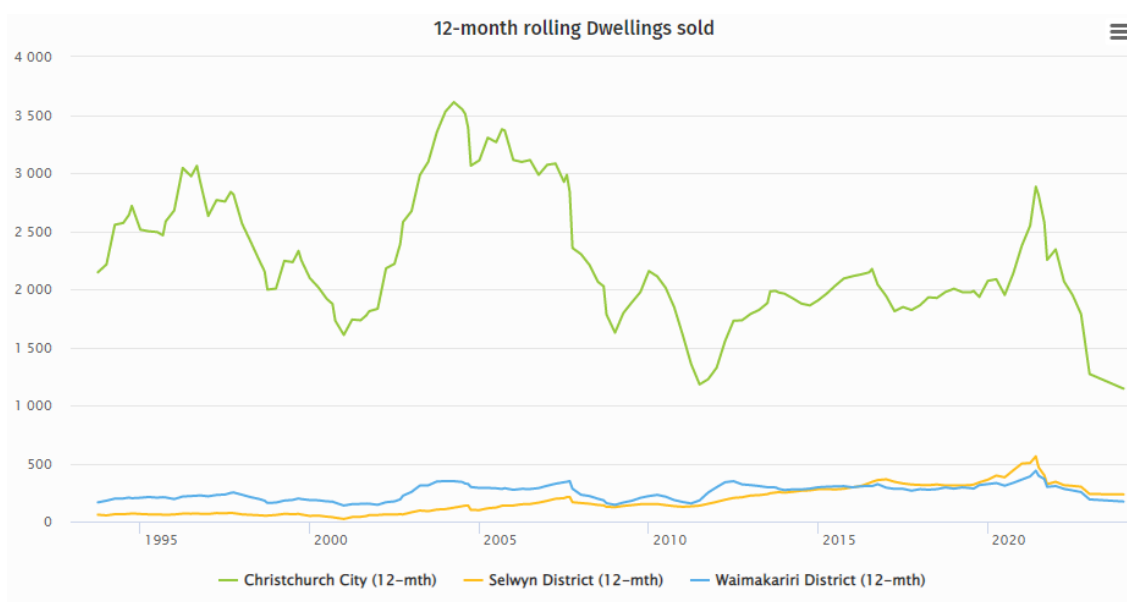


Table 6: Total Dwelling Sold Comparison

TA	31 st Dec 2015	31 st Dec 2020	31 st Dec 2022	Change from 2015 to 2020	Change from 2020 to 2022
Waimakariri	294	361	190	67 (19%)	-171 (-90%)
Christchurch	2,111	2,373	1,270	262 (11%)	-1,103 (-87%)
Selwyn	294	499	237	205 (41%)	-262 (-111%)
Auckland	8,882	8,283	3,283	-599 (-7%)	-5,000 (-152%)

Growth in total sales had been rising within Waimakariri, Christchurch, and Selwyn, with especially Selwyn seeing high levels from 2015 to 2020. In the past two years sales are down across the country potentially reflecting the government changes to restrict investment property speculation and signalled increasing interest rates.

Dwelling Growth

This figure shows dwelling consents and household growth, noting that typically growth will be higher as one building consent may include multiple dwellings (the case in particular for Christchurch City). Dwelling consents showing total number of dwellings whereas household growth takes into account replacement of dwellings. There is a large dip in household growth between the years 2010 and 2012 for Christchurch City as dwellings were demolished following the earthquakes.

Figure 5: New Dwelling Consents and Household Growth from MHUD Dashboard

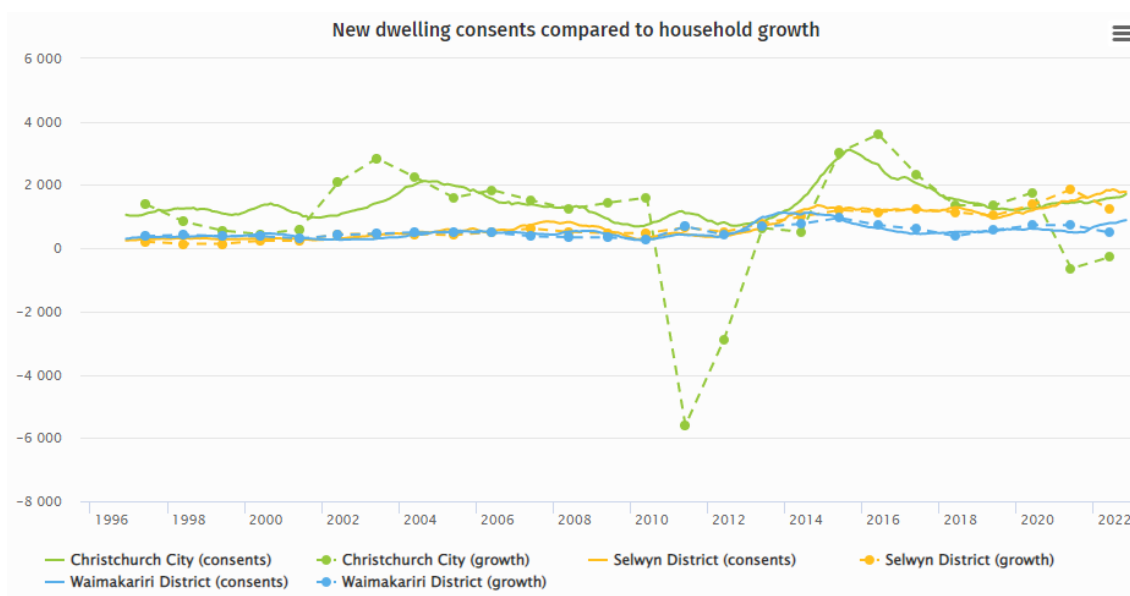


Table 7: New Dwelling Consents and Household Growth Comparison

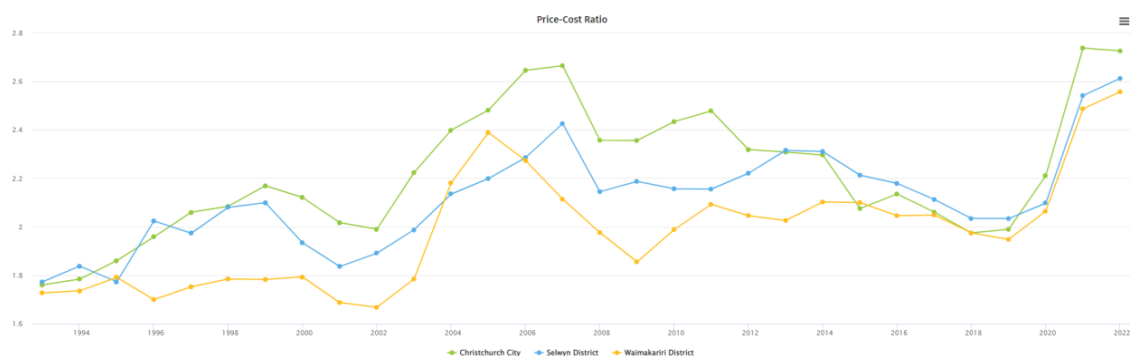
TA	30 th June 2015		30 th June 2020		30 th June 2022		Change from 2015 to 2020		Change from 2020 to 2022	
	Consents	Growth	Consents	Growth	Consents	Growth	Consents	Growth	Consents	Growth
Waimakariri	924	962	616	731	551	615	-308	-231	-65	-116
Christchurch	2,858	3,040	1,259	1,760	1,586	-280	-1,599	-1,280	327	-2,040
Selwyn	1,243	1,207	1,196	1,379	1,726	1,345	-47	172	530	-34
Auckland	4,561	10,800	6,710	10,967	6,829	-2,967	2,149	167	119	-13,934

The table shows that consents and growth has slowed substantially from 2015 to 2020 for Waimakariri and Christchurch with Selwyn holding fairly steady. However, during that period Auckland has seen a large increase in consents though it doesn't correspond to household growth. The change from 2020 to 2022 shows a drop in household growth but a continued positive consent growth in all areas except Waimakariri. This could suggest a level of consenting to cover previous years of under supply or an over-supply as a response to higher dwelling prices.

Housing Price to Cost Ratio

The figure shows the difference between the price paid for a dwelling (house and land) compared to the construction costs (and associated fees). For example, if the land is 1/3 of the house price, the ratio is 1.5. The data shows that the recent increase in prices is largely an increase in land prices, as the ratio has increased.

Figure 6: Housing Price to Cost Ratio



Price Efficiency

This was previously provided by Ministry for the Environment through their dashboard and is now run by Ministry of Housing and Urban Development. This data has been removed.

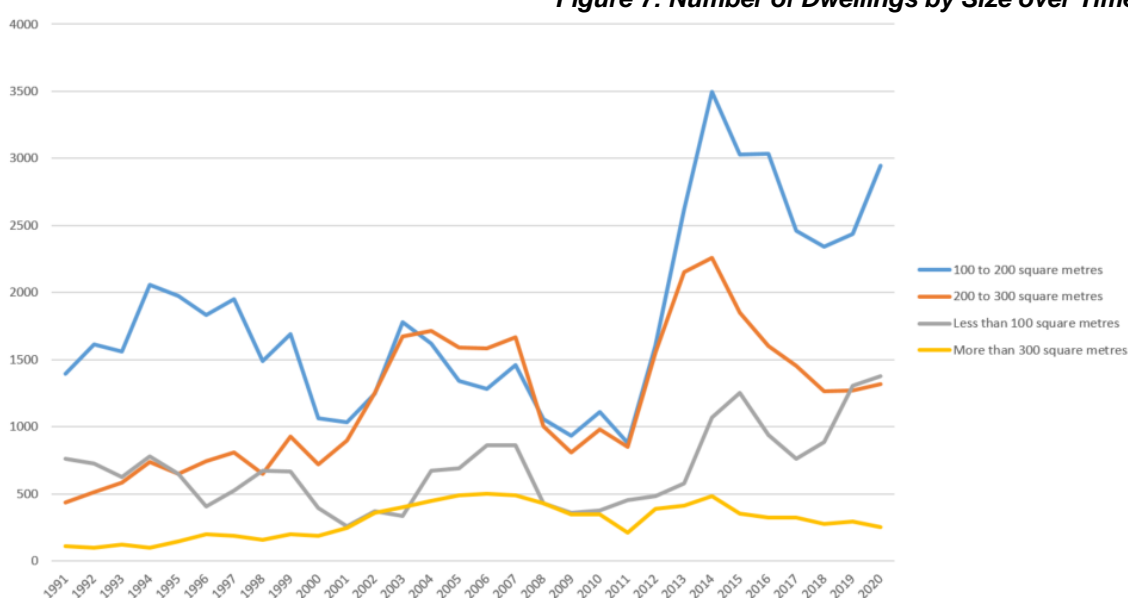
Price Discontinuity

This was previously provided by Ministry for the Environment through their dashboard and is now run by Ministry of Housing and Urban Development. This data has been removed.

House Size

The following figure shows the size of all dwellings consented over time. This is from Stats NZ and is for the Canterbury region only¹⁰. This shows some recent trends of a lot more 100m² – 200m² dwellings generally being built. It also shows that in the last few years more dwellings smaller than 100m² has exceeded dwellings 200m² – 300m², which last occurred more than 20 years ago.

Figure 7: Number of Dwellings by Size over Time

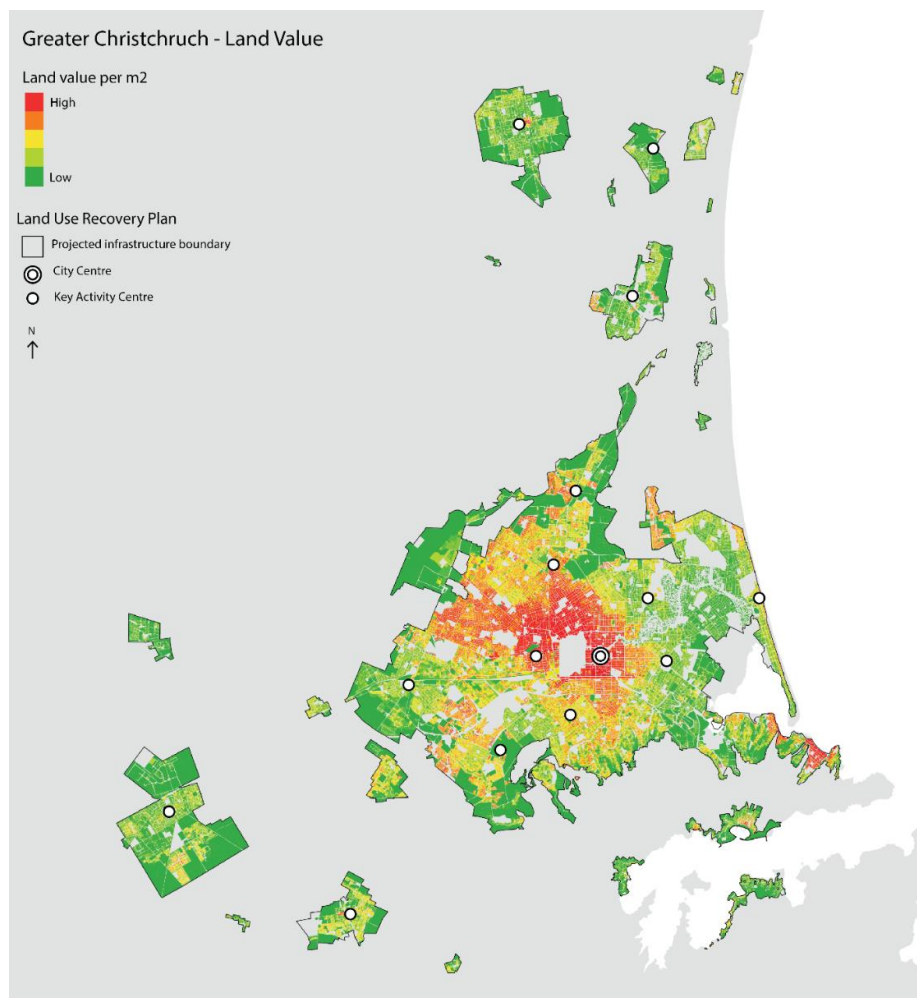


Land Values

Land Values can be a measure of desirability, in which you see higher densities closer to city centres. Land Values are often updated three-yearly and so analysis can focus on areas within Greater Christchurch that have higher land values suggesting a higher level of desirability and potentially better feasibility for increasing density. The following figure shows the expected picture of higher land values around the centre that dissipates out.

Figure 8: Land Values

¹⁰ <https://www.stats.govt.nz/news/consents-for-medium-sized-houses-increase-rapidly-in-the-last-decade>



Accessibility

The diagrams below show the proportion of population living within travel threshold of 30 mins by walking, cycling, driving or 45 mins by public transport to employment opportunities in the morning peak. With the blue and green areas showing residents of these locations are able to access 60% or more jobs available at time of record within 30 mins of walking, cycling, driving or 45 mins using public transport, and the red and orange areas are able to access 20% or less.

This set of diagrams was last modified in November 2019, utilising Open Street Map road for walking, cycling and public transport, datasets from GTFS feeds of public transport, meshblock employment (States NZ) and drive time from TomTom.

Figure 9: Access to job using PT

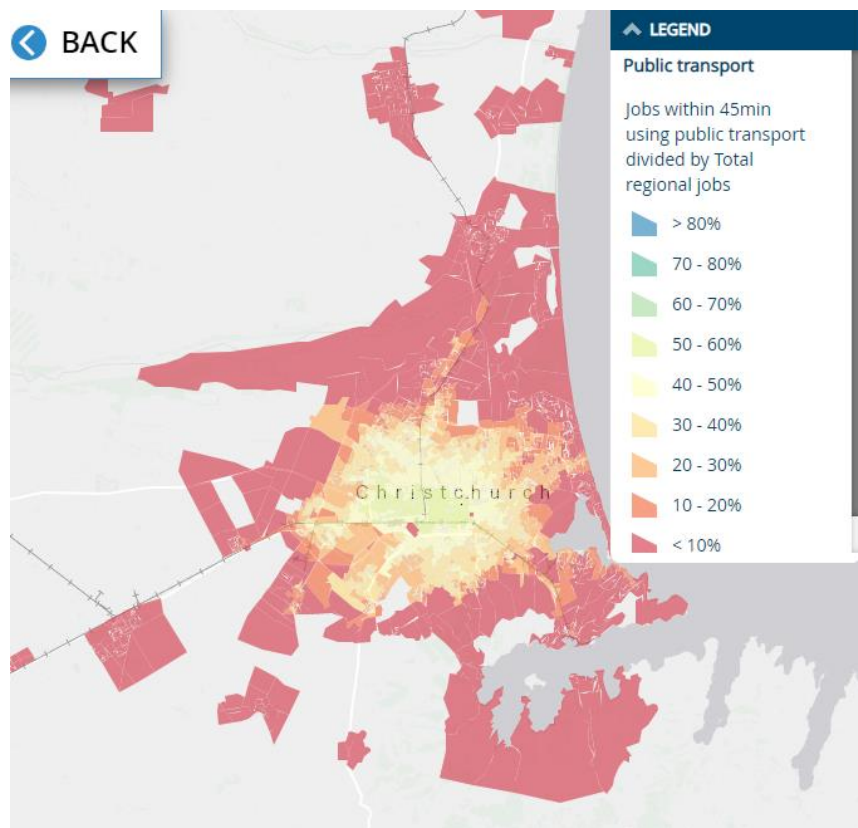


Figure 10: Access to job using vehicle

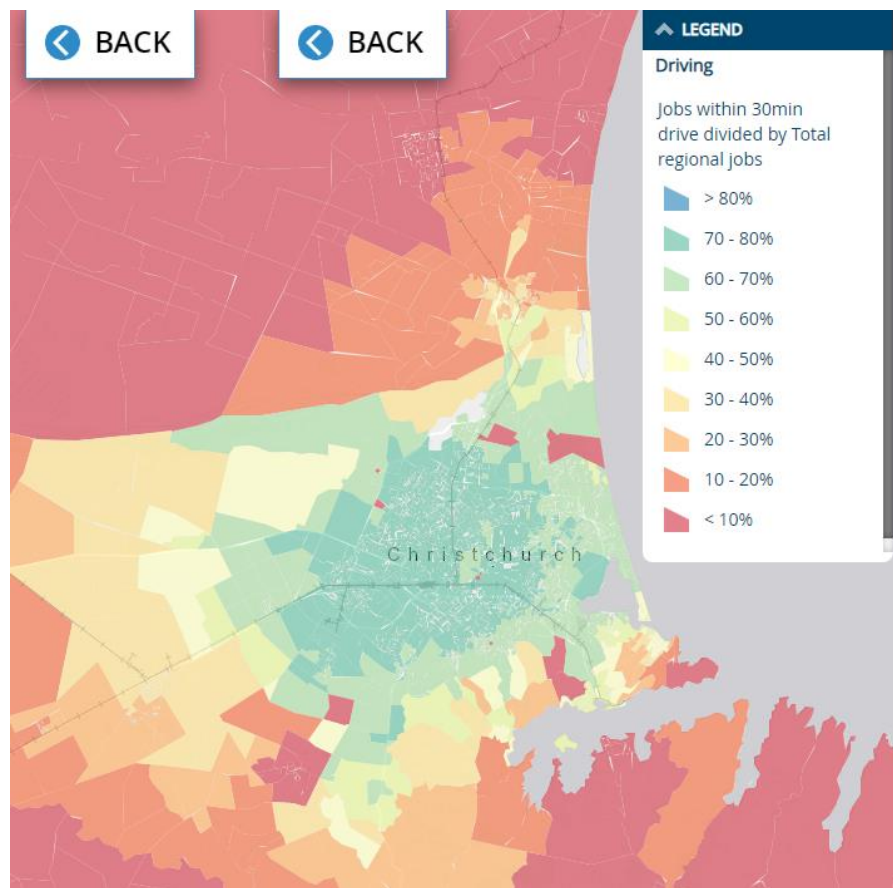


Figure 11: Access to job walking

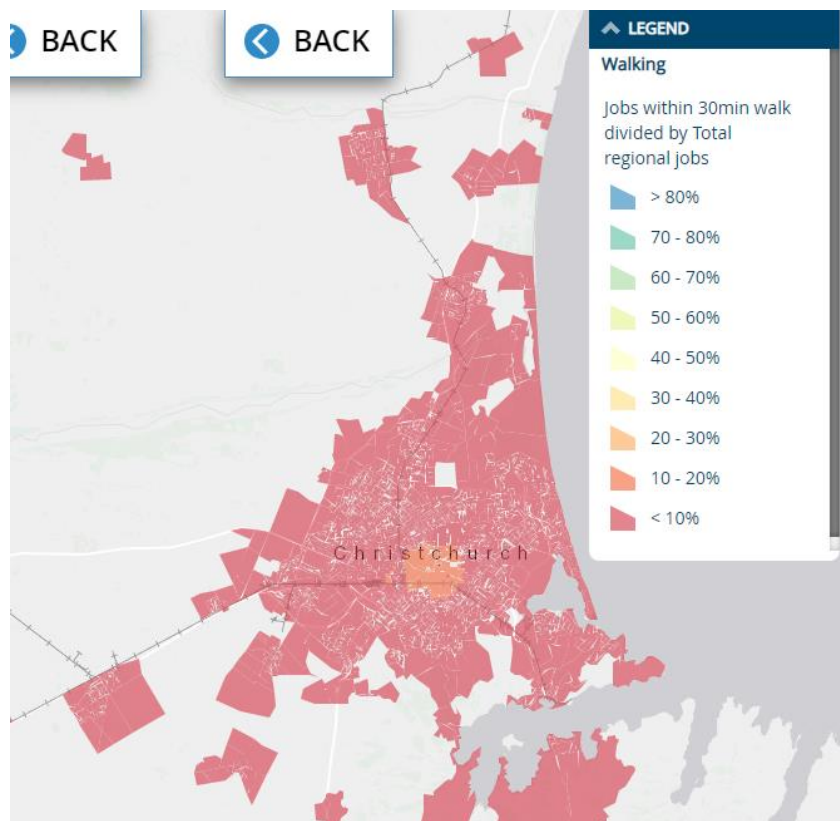
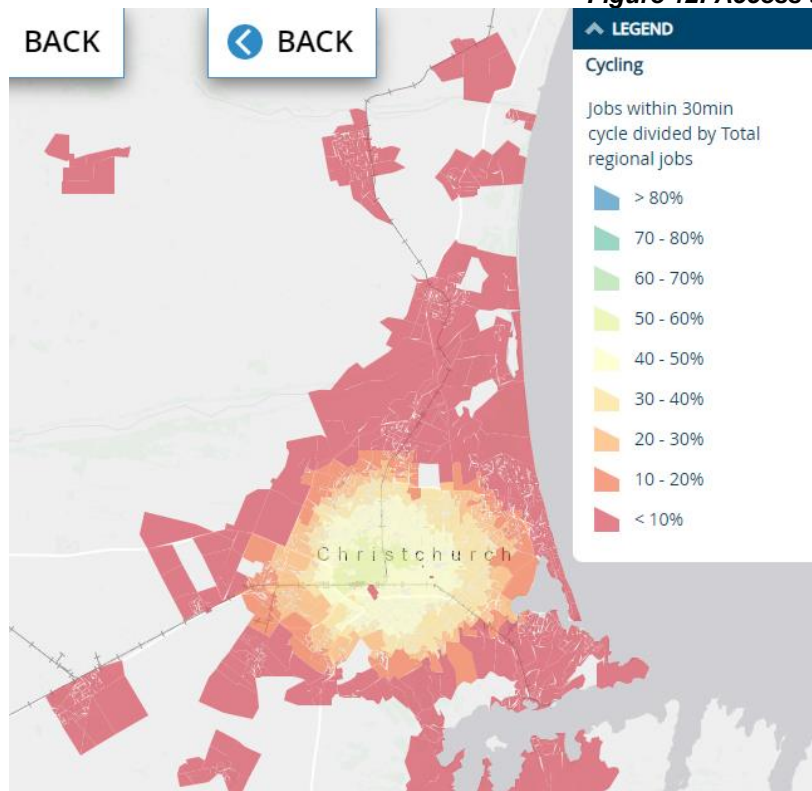


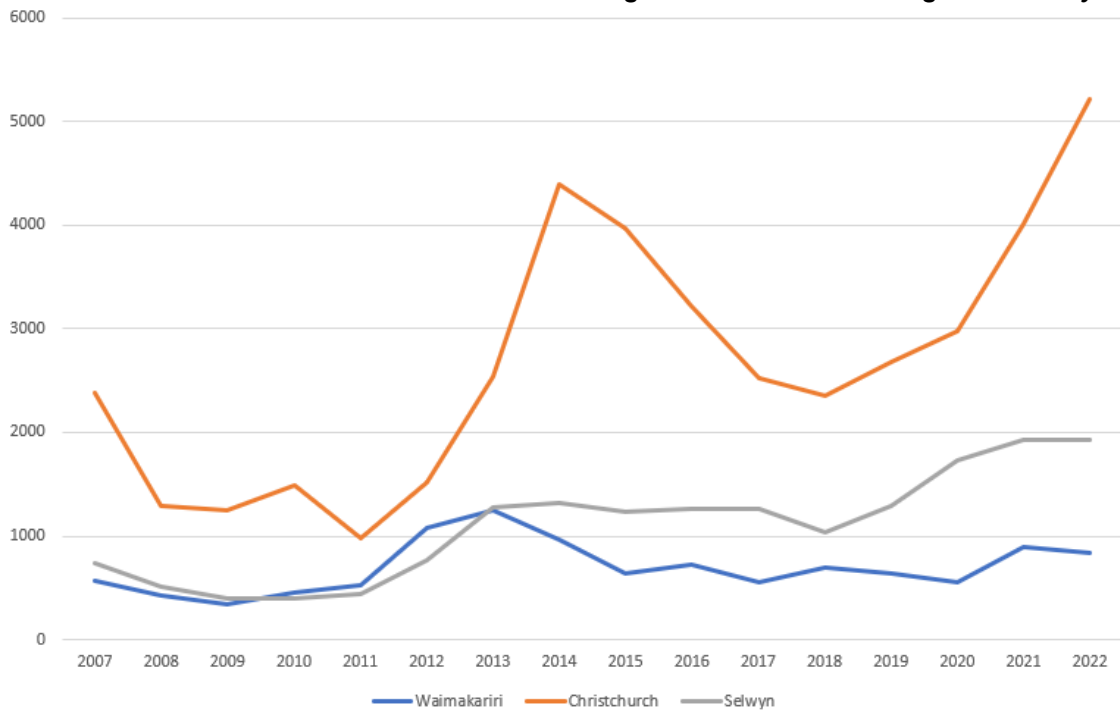
Figure 12: Access to jobs cycling



Location of Growth

The figures below show the net new dwelling counts, as monitored by the respective TAs, from 2007 to 2013. The detailed table of take-up rates can be found in Section 7.5.6. Generally, all TA's are seeing higher levels of consents than pre 2011 (pre earthquakes). SDC and CCC are seeing record levels of consents in 2020.

Figure 13: Net New Dwelling Consents by TA

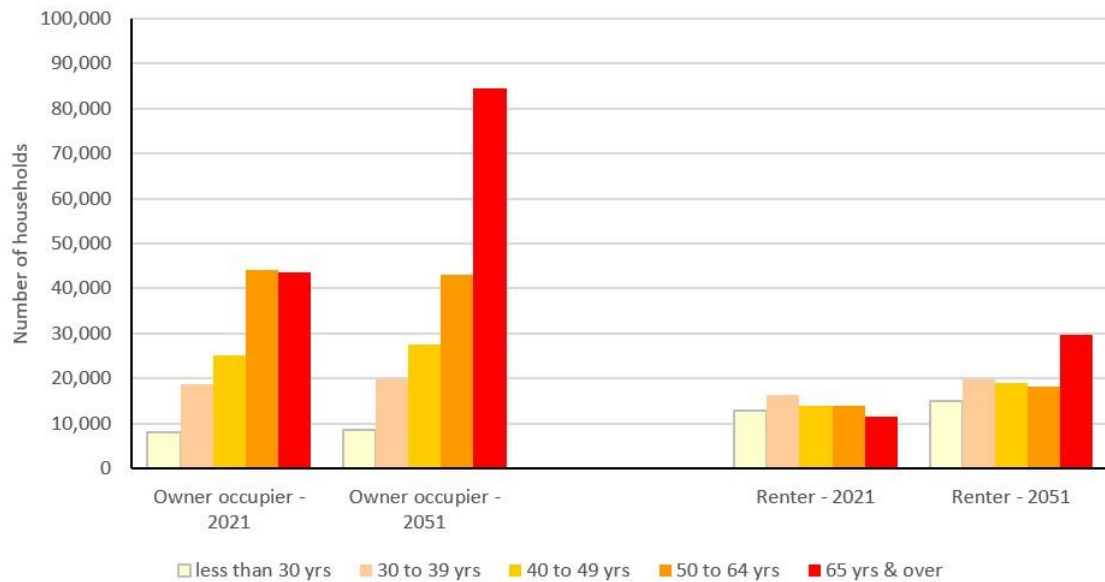


Home Ownership

The level of owner occupation like the rest of the country has declined and this trend is expected to continue, particularly in younger age groups. Ownership rates in Christchurch are projected to slowly drop below 60% in 2051, whereas for Selwyn and Waimakariri, ownership drops from around 80% to nearer 75%. Conversely the number of renter households will rise.

The figure below shows the change in proportion of age group and whether they own or rent. The key points are that the ageing demographic is driving a lot of demand, especially for owner occupier, whereas rental demand is rising for all demographics.

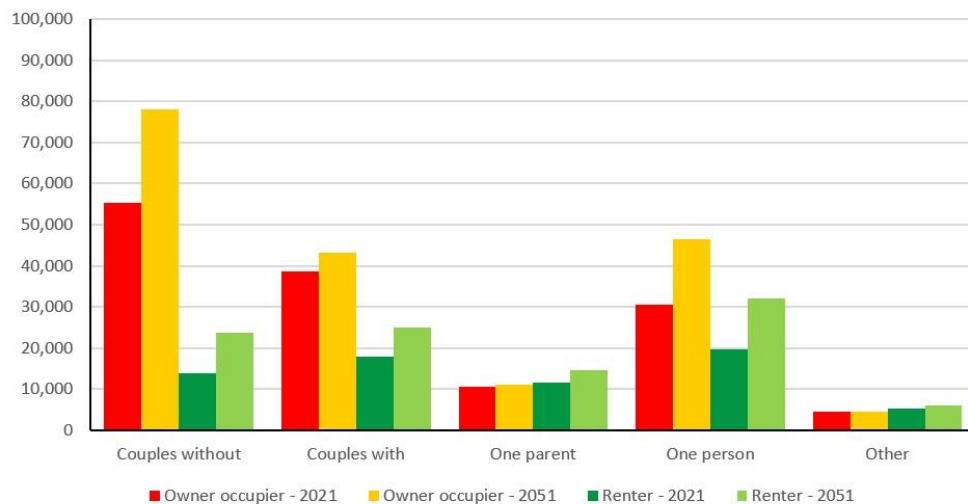
Figure 14: Change in Households by Tenure and Age Group



There is a similar trend in household composition, with large growth in one person households and 'couples without children' households, for both ownership and rental. In terms of housing typology, Greater Christchurch's aging population leads to significant growth in the number of one person and couple only households, resulting in a significant increase in the demand for smaller and multi-unit dwellings. Demand for additional social housing dwellings per annum will be required if the current ratio of social renter dwelling to total housing need is maintained. Standalone dwellings account for 66% of the projected growth from owner occupiers and 56% of the renter household growth. Demand for standalone dwellings is predominately for units with three or more bedrooms. Multi-unit demand is typically for units with fewer bedrooms. Renters have a higher propensity to rent multi-unit dwellings relative to standalone dwellings, however this may be influenced by other factors such as lower rents and proximity to central city.

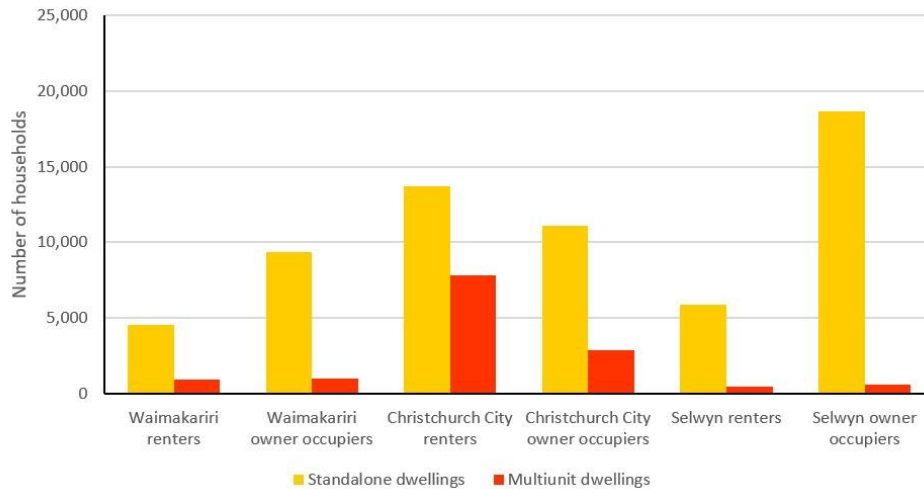
Results from national and international studies indicate that residents give priority to the number of bedrooms when choosing a dwelling. The number of bedrooms required depends on the size of the household. There is currently a gap in information regarding the relationship and trade-offs between the size of the dwelling and the typology, made by different household groups.

Figure 15: Change in Households by Tenure and Composition



The following figure shows where typology demand is likely to occur. Rental and multi-unit demand is largely occurring within Christchurch city. Historically, there is low levels of multi-unit development in Selwyn and Waimakariri that means low levels of projected demand.

Figure 16: Demand by typology and tenure



Housing Affordability

Market rents increased marginally faster than household incomes between 1991 and 2020. However, Selwyn District house prices increased 3.4 times faster than median household incomes between 1991 and 2020. Similar trends occurred in Waimakariri District (house prices increased 2.2 times faster than median household incomes) and Christchurch (house prices increased 2.7 times faster than median household incomes). The faster growth in house prices relative to household incomes has continued to place pressure on housing affordability for first home buyers.

Table 8: Rents, House Prices and Income over Time¹¹

¹¹ From Livingston Report

	Waimakariri District			Christchurch City			Selwyn District		
	Median rent	Lower Quartile HP	Median household income	Median rent	Lower Quartile HP	Median household income	Median rent	Lower Quartile HP	Median household income
1991	\$146	\$80,000	\$31,100	\$147	\$68,000	\$31,100	\$134	\$61,000	\$35,500
1996	\$157	\$95,000	\$34,700	\$171	\$115,000	\$32,900	\$164	\$90,000	\$39,100
2001	\$181	\$110,500	\$39,700	\$171	\$126,800	\$36,500	\$168	\$104,000	\$47,200
2006	\$246	\$240,000	\$50,900	\$244	\$253,000	\$48,200	\$266	\$266,000	\$62,500
2013	\$394	\$325,000	\$68,800	\$356	\$336,000	\$65,300	\$435	\$399,500	\$85,100
2018	\$381	\$380,000	\$81,700	\$345	\$344,500	\$77,600	\$406	\$481,500	\$101,100
2019	\$400	\$385,000	\$84,600	\$345	\$345,000	\$80,300	\$432	\$457,750	\$104,600
2020	\$420	\$402,000	\$87,600	\$400	\$380,000	\$83,100	\$468	\$487,000	\$109,200
2021 Est	\$460	\$435,000	\$90,700	\$420	\$431,000	\$86,000	\$500	\$540,000	\$113,000
Change									
91 to 96	8%	19%	12%	16%	69%	6%	22%	48%	10%
96 to 01	15%	16%	14%	0%	10%	11%	2%	16%	21%
01 to 06	36%	117%	28%	43%	100%	32%	58%	156%	32%
06 to 13	60%	35%	35%	46%	33%	35%	64%	50%	36%
13 to 18	-3%	17%	19%	-3%	3%	19%	-7%	21%	19%
18 to 19	5%	1%	4%	0%	0%	3%	6%	-5%	3%
19 to 20	5%	4%	4%	16%	10%	3%	8%	6%	4%
91 to 20	188%	403%	182%	171%	459%	167%	248%	698%	208%

Source: HUD, MBIE, Headway Systems, Corelogic and Statistics New Zealand

The proportion of median household income in Selwyn District required to pay the median market rent has fluctuated between 19% and 27%. The peak of 27% occurred after the 2010/2011 earthquakes and coincides with a significant housing shortage in Greater Christchurch. Subsequently, these pressures have eased and rents as a proportion of household incomes have fallen back to 22% in 2020. The proportion of median household income required to service a mortgage (assuming a dwelling is purchased at the lower quartile house sale price with a 10% deposit) has varied between 19% and 40% between 1991 and 2020. The peak (40% of household income) coincided with a peak in mortgage interest rates in the mid-2000s. Historic lows in mortgage interest rates have offset the growth in house prices at this stage of the housing market cycle.

Affordability is the relationship between house prices and income. Factors that influence house prices and income are more national fiscal policies rather than local government. Lowering of interest rates and Loan to Value Ratio's lead to the ability for more people to borrow and subsequently drive house prices up. The release of new land for development will assist the market overall and if associated costs, such as infrastructure, can be minimised then this can reduce pressures on rising house prices, however, fiscal policies will influence prices more. Planning decisions should seek the efficient use of infrastructure to limit costs.

Recent work by Greater Christchurch¹² builds on this analysis. This tested different urban forms as to what achieves better affordability. The result shows that urban form is less of a factor and household income and cost of development continue to drive affordability issues.

7.3.2. Housing Need

Demographic, tenure, employment and welfare trends, i.e. the 'perfect storm' of an ageing population, falling home ownership, less secure employment, and restricted access to welfare, are drivers for the current and projected increase in demand for social housing. The Salvation Army released a report in

¹² Greater Christchurch Spatial Plan Dwelling Affordability Assessment 2022

August 2017 analysing the future need for social housing in New Zealand¹³. The report states that current capacity of Social Housing in New Zealand is 'just over 82,000' units, with the majority owned by Housing New Zealand (62,500 units). In March 2020, the Greater Christchurch Partnership commissioned Community Housing Aotearoa to provide advice and recommendations to collaboratively develop an action plan to enable social and affordable housing provision across Greater Christchurch. The *Social and Affordable Housing Action Plan Report*¹⁴ identified a current supply of 9,768 social and affordable homes (local authority and third sector owned homes) as at 30 June 2020. The spatial distribution of social and affordable housing is uneven across the three Councils and almost entirely concentrated in Christchurch (95%) as shown in the table below.

Table 9: Current Social and Affordable Housing Supply in Greater Christchurch¹⁴

	Public Housing	Transitional Housing	Assisted Rental	Progressive Home Ownership	Total
Waimakariri	174	0	117	0	291
Christchurch	7,168	335	1,896	51	9,450
Selwyn	13	0	14	0	27
Total	7,355	335	1,690	51	9,768

An indication of future supply was also gained through interviews with providers and other work Community Housing Aotearoa has completed to identify projects in their development pipelines for potential COVID-19 recovery funding. The interviews identified 125 new units under construction in Christchurch, but none underway in Waimakariri or Selwyn. Fourteen future projects, providing 428 new affordable homes, were identified, mainly located in Christchurch.

In addition to community housing providers, Kāinga Ora's current construction intentions across Greater Christchurch indicates a commitment to public and supported homes to be delivered between 2021 and 2024. As at July 2021, Kāinga Ora has 330 homes currently under construction, 250 are currently at pre construction phase and a further 740 homes are in planning.

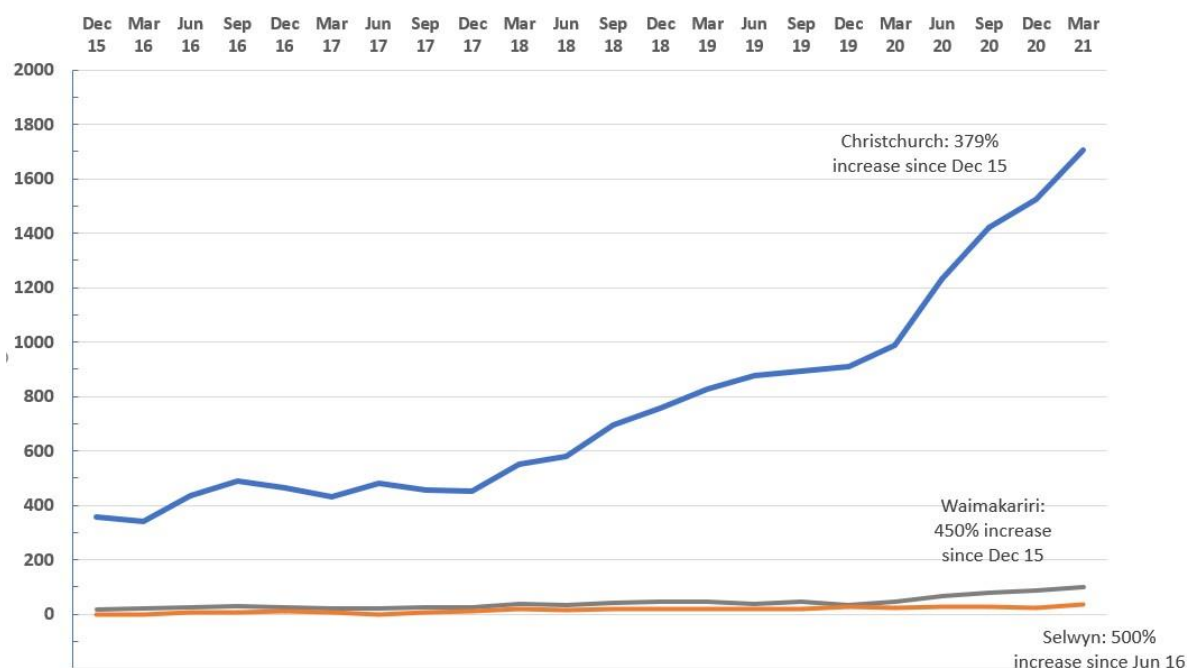
The Livingston and Associates report also analyses the changes in affordability across Greater Christchurch. The data shows that the rate of increase in house prices and rents has outpaced increases in household incomes. The result is a declining rate of home ownership and an increasing rate of housing stress amongst renter households.

The impact of these trends is most pronounced on lower income households. One indicator of how the lowest income households are faring is the Public Housing Register. This register is maintained by the Ministry of Social Development to prioritise placement of eligible households into public housing supported by the Income Related Rent subsidy. The chart below shows the number of households on the Register since March 2015. While Christchurch has the largest number on the register, Selwyn has experienced the highest growth (500%), then Waimakariri (450%) and Christchurch (379%).

Figure 17: Ministry of Social Development, Public Housing Register 2015 – 2021

¹³ Johnson, Alan (2017); *Taking Stock, the demand for Social Housing in New Zealand*; www.salvationarmy.org.nz/TakingStock

¹⁴ Community Housing Aotearoa (September 2020), Greater Christchurch Partnership Social and Affordable Housing Action Plan Report.



The table below shows the number of applicants on the Housing Register as at March 2021, within Priority A and Priority B groups. Priority A refers to applicants who are considered at risk and includes households with a severe and persistent housing need that must be addressed immediately. Priority B refers to applicants who have a serious housing need and includes households with a significant and persistent need.

Table 10: Housing Register, by TA and Priority¹⁵

TA	Housing Priority		Total
	A	B	
Waimakariri	90	9	99
Christchurch	1,566	141	1,707
Selwyn	36	3	39

Table 11: Housing Register, by TA and bedrooms required – March 2021

TA	Bedrooms Required					Total
	1	2	3	4	5+	
Waimakariri	60	24	12	3	0	99
Christchurch	1,113	339	138	42	15	1,707
Selwyn	24	12	0	0	0	36

The table above illustrates that most households require smaller, one or two bedroom homes. The available data does not provide a breakdown of bedroom requirements by Priority A or Priority B groups. The analysis by Community Housing Aotearoa concluded that, viewed together, data demonstrates a continuing lack of sufficient social and affordable housing supply. Public Housing Register has increased significantly in both percentage and total numbers of households. In addition, the need for Emergency Housing Special Needs Grants was rising prior to COVID-19 and has increased rapidly

¹⁵ Community Housing Aotearoa (September 2020), Greater Christchurch Partnership Social and Affordable Housing Action Plan Report.

since March 2020 (from \$1,593,966 in March 2020 to \$3,172,929 in June 2020)¹⁶. Demand is expected to further increase as the economic impacts of the pandemic start to bite.

Total '*renter housing need*' is assessed by encapsulating those financially stressed private renter households, together with those who are homeless or living in crowded dwellings, with those whose housing requirements are met by social, third sector and emergency housing providers. The relative level of housing need is expected to increase across Greater Christchurch, but it will be significantly greater in Christchurch City. This is a reflection of the low income renters and social renters living in the city and projected to continue to live in the city, comparative to the outer districts.

Private renter housing stress is experienced by households that have insufficient income to affordably pay their housing costs. This can occur because either housing costs are high relative to market norms or incomes in an area are low. Renter housing stress is defined as those households that are paying more than 30% of their gross household income in rent. The proportion of households paying unaffordable levels of rent increased in Waimakariri and Christchurch City and decline in Selwyn District. The proportion of renters paying high levels of rent relative to their incomes is concentrated in households with lower incomes.

Table 12: Number of Stressed Renters

	Modelled number of stressed private renters 2020	Stressed renters as a % of all households
Waimakariri District	2,500	10%
Christchurch City	22,350	14%
Selwyn District	1,680	7%
Total greater Christchurch	26,530	13%

Source: Modelled based on data from Statistics New Zealand

NB: Numbers are rounded to the nearest 10 in the modelling & consequently total households may vary between tables.

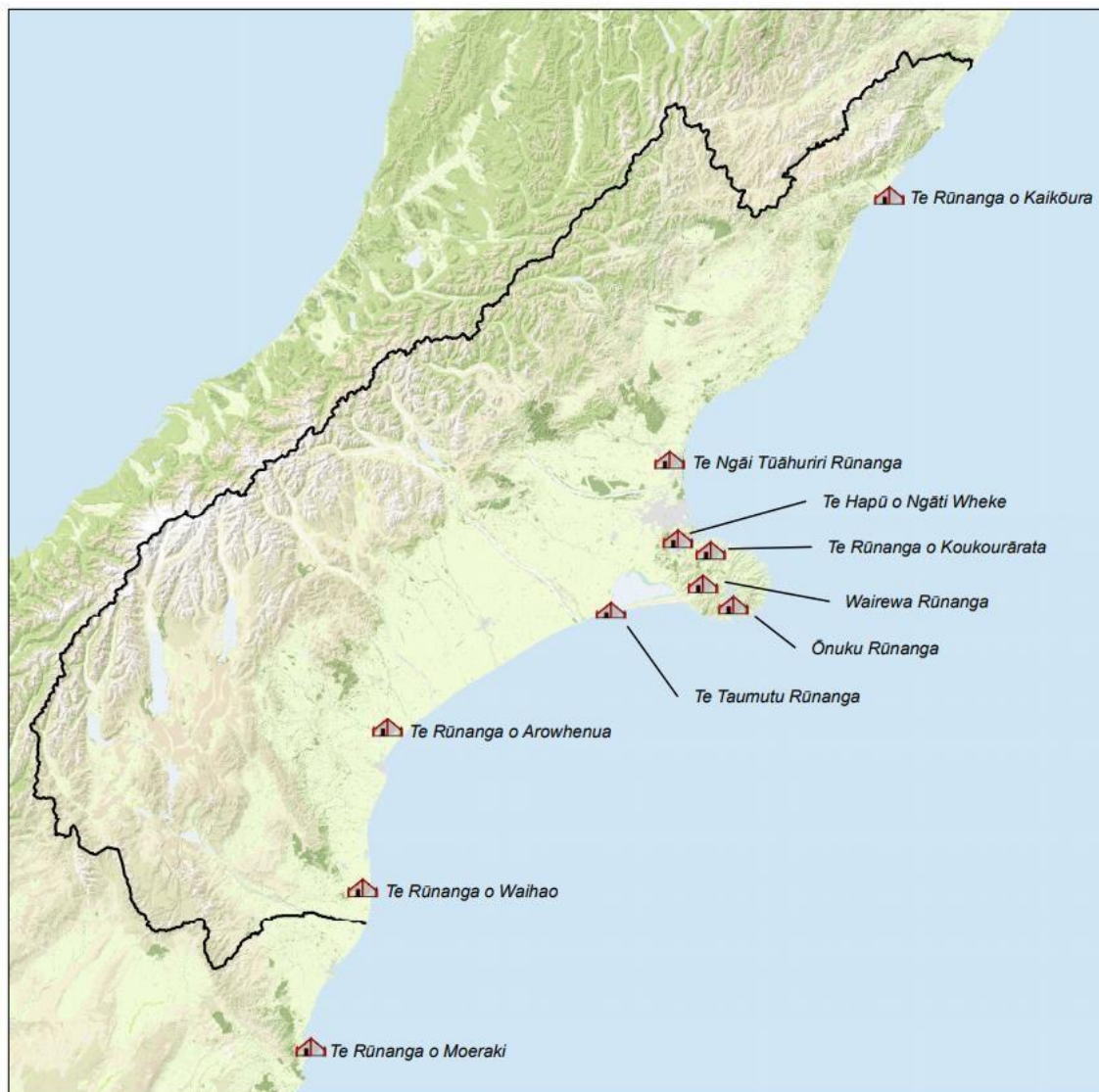
7.3.3. Māori Housing Demand

The HCA is required to identify demand for Papakāinga housing, development trends on Māori land, the impediments to living on or developing Māori land, or barriers to using traditional housing options. Home ownership rates for Māori are lower than the NZ average and trending lower. Combined with lower incomes this makes it harder to get into housing and stay there. Homelessness is an outcome from both historical issues and incomes. The Livingston and Associates report does not provide an analysis of housing need by ethnicity. However, the interviews provided confirmation that Māori make up a significant portion of the households seeking housing. Nationally, Māori make up half of the households on the Public Housing Register. Providers indicated similar percentages of whanau seeking assistance in their interviews (Page 14).

Figure 18: Map of Papatipu marae names and locations within the Canterbury Region¹⁷

¹⁶ Community Housing Aotearoa (September 2020), Greater Christchurch Partnership Social and Affordable Housing Action Plan Report.

¹⁷ From Christchurch District Plan Chapter 1.2.18.



The Mahaanui Iwi Management Plan 2013 outlines the desire to occupy and use ancestral lands. It seeks to work with local government in removing District Plan and other barriers to development on Maori land, in particular on land which was set aside as Maori Reserves, and in providing for papakāinga development.

Maori Reserve land was intended to provide an economic base for Ngāi Tahu living in particular (primarily rural) areas as follows:

- The right to dwell on land, and that right to remain in place in perpetuity to descendants.
- The right to mahinga kai, including the right to hunt, harvest and to develop mahinga kai resources.
- The right to develop land to achieve the above, including subdivision, and setting aside land for communal facilities or other activities to support the community.
- The right to develop a sustainable and growing economic base within the community that would sustain future generations¹⁸.

¹⁸ From Kāinga Nohoanga Baseline Report for SDC's DPR found here - <https://www.selwyn.govt.nz/property-Andhttps://www.selwyn.govt.nz/property-And-building/planning/strategies-and-plans/selwyn-district-plan/selwyn-district-plan-review/supporting-information/baseline-reportsbuilding/planning/strategies-and->

Aspirations for the development of Māori land not only focus on creating housing opportunities, but also the provision of commercial, social and community facilities and opportunities to allow Ngāi Tahu whānui to fully occupy and use ancestral lands. Councils are in the process of reviewing District Plan provisions for Māori land and Papakāinga housing with a view to making them more enabling. Other land development impediments result from susceptibility to sea level rise and other natural hazards in some areas, and lack of access to infrastructure and bulk services. This will impact how much and how quickly housing and supporting facilities can be built as well as the viability and longevity of the infrastructure needed to support development. Further work is required on potential design and servicing solutions and funding to facilitate land development.

7.3.4. Locational Preferences and Trade-Offs

The settlement pattern of Greater Christchurch has principally been shaped from the creation and expansion of the colonial settlements laid down in the nineteenth Century. Whilst once focused on a strong Central City, during the 20th century the urban area expanded outwards and around a number of nodes, this development being largely enabled by the change in dominant transport mode from foot, bicycle and tram to the private car. The availability of significant areas of flat land and absence of physical barriers contributed to the ease with which the land was able to be subdivided and serviced. These factors, as well as low land values and landowners preferences, resulted in residential developments having lower urban densities in comparison to other New Zealand cities. More recently, the impacts of the earthquakes has seen a relocation of households and businesses from the more damaged eastern side of the City and eastern Kaiapoi to areas to the west.

The dynamics of the housing market are complex, and there are many factors that contribute to why any particular area experiences strong or weak demand and consequently growth. The development sector engagement analysis in Section 7.3 identifies that locational preference are driven by many reasons, including the availability of sections and houses, lifestyle, employment, education, family, financial circumstances, and at least in part, to where people want to go, and how often these trips need to be taken (people's willingness to travel). Locational attributes were identified as one of the most desirable features when looking for a house, as per the Grattan Institute Study (2011)¹⁹. These features included, but were not limited to, safety of people and property, attractiveness of the surrounding environment and convenience and access to work, healthcare services and schools.

Very little, if any, information is available in Greater Christchurch about what are the current and possible future factors that drive where people choose to live. Research is required to identify the trade-offs residents are willing to make, such as how far people are willing to travel for work, in terms of location of house. Furthermore, whether these reasons are likely to change over time, for example in response to age, financial changes in circumstance, or other conditions change such as transport costs or major improvements to an area are completed (e.g., rebuild of the central city, revitalisation of older commercial centres, the Ōtākaro Avon River Corridor, and Kaiapoi regeneration areas, and operation of rapid public transit routes). Research has been undertaken that may provide some insight as to why the demand for greenfield development has been consistently strong. A study carried out by Kusumastuti and Nicholson (2017) on mixed-use development in Christchurch, pointed out a similar trend. Surveyed residents wanted to live near supermarkets and parks, but less so near offices. Both studies show that people want a balance between housing features and location.

Importantly for Greater Christchurch as relative to other major cities, most housing settlement areas are highly accessible to places of work, leisure, and education, therefore transport and travel times are less influential when deciding where to live. Where people have chosen to live has, to a large part, been dictated by where housing markets have been enabled with supporting infrastructure and an area has been developed (as decided and determined by property developers). Proportionally there was more new dwellings being consented in greenfield areas than within the existing urban area. There was significant rezoning of greenfield land for new neighbourhoods in 2000 and again post-earthquake.

[plans/selwyn-district-plan/selwyn-district-plan-review/supporting-information/baseline-reports](https://www.selwyn.govt.nz/property-and-building/planning/strategies-and-plans/selwyn-district-plan/selwyn-district-plan-review/supporting-information/baseline-reports)
<https://www.selwyn.govt.nz/property-and-building/planning/strategies-and-plans/selwyn-district-plan/selwyn-district-plan-review/supporting-information/baseline-reports>

¹⁹ The Housing We'd Choose, Grattan Institute, 2011

Further market analysis is however required on the relationship between greenfield and infill development (namely whether one offsets the other) to draw any further conclusions on what specifically has driven the historical demand for new neighbourhoods (i.e. house design, section size, price, and/or amenity) and whether these greenfield area drivers are the same or different between spatial areas (i.e. a new subdivision within Waimakariri compared to new neighbourhoods in Selwyn or Christchurch City). Furthermore, whether the greenfield area demand drivers are the same or different than for redevelopment areas or do some demand aspects such as proximity to schools, come more into play. Analysis of the interrelationship between housing preference and whether access to the employment opportunities and services provided within business centres and industrial parks is required to establish the extent to which this is influencing housing choices relative to other factors.

As a location the Christchurch Central City has historically accommodated a decreasing share of the overall population. This is more a product of an expanding urbanised area but nevertheless population growth in the Central City has, until recently, lagged the rate of population growth elsewhere and was reduced immediately post the 2010-2011 earthquakes. Public and private sector investment in the Central City over the last decade has seen increased popularity as a location. In the last two years population growth and new home completions have reached a decade high and there is a strong pipeline of new housing development projects currently in planning phases to meet current demand. There continues to be strong interest in the Central City from the development community and from potential buyers. It remains a priority growth area for the Christchurch City Council and continues to attract public investment activity. The strong uptake of housing in the central city maybe an indication that access to employment is overtaking the perceived benefits (such as space, privacy, and capital gains) of standalone dwellings in the suburbs and townships in Selwyn and Waimakariri districts. The success of the I-Zone and I-Port industrial hubs in Rolleston, and the enhancement of the town centres in Kaiapoi, Rangiora and Rolleston, are other examples of where access to the employment opportunities offered within business centres may be influencing housing preferences and demand.

Greater Christchurch will be affected by climate change, and this will have an effect on future housing demand, as well as the resilience of the current housing stock to natural hazard risks. While data has been collected and analysed regarding some impacts of climate change, such as coastal inundation and ground water flooding, further analysis is required to ascertain how the current housing stock will be affected and where new housing should be built. Research needs to be carried out to determine public perception of climate change impacts and how this will affect future housing demand in Greater Christchurch.

7.3.5. National and International Trends and Influencing Factors

It is useful to understand what other cities are experiencing in terms of housing demand, and whether similar findings might be applicable to Greater Christchurch, if not in the short term, but the longer term. There is a range of information regarding what other cities are doing in order to meet the growing population. Tension around development in Sydney and Melbourne show that this issue is not unique to New Zealand. There are several key points that relate to Greater Christchurch. A two part study in Melbourne and Sydney, carried out by the Grattan Institute illustrates that housing stock and housing demand do not meet. There is a large shortage of semi-detached homes and apartments in the middle and outer areas. In Sydney 7.4% would choose semi-detached, however only 2.8% are supplied. In the study, when people were asked to choose anything they want, then they chose a large detached house near the centre of the city, which is an unlikely outcome and it is acknowledged that there are trade-offs in real life (specifically price). In this study, closeness to work did not rank highly and people were more concerned with the number of bedrooms, garage and living space provided, and for families, the location of schools was important.

These national and international trends were reflected in an Auckland-wide housing demand survey in 2015. Auckland Council's Research and Evaluation Unit commissioned a study to investigate what is important to Auckland households when choosing a place to live and to explore the housing that residents would choose to live in, if it was available (Yeoman et al. 2016). This research provided an understanding of the demand of housing, in both, an unconstrained and income constrained context. The key findings indicate that the choice of housing types favoured medium and large sized dwellings, 61% and 26% respectively. While the largest group chose detached housing as their final choice (52%), the research shows that there is also a willingness to live in other housing types such as attached housing and apartments (48%). This is especially the case where it means that residents are able to live in the location of their choice. However, the Choice Modelling data indicates that residents were

more likely to choose attached dwellings and apartments over stand-alone dwellings and were also willing to trade-off their preferred location when dwelling sizes were larger (as determined by the number of bedrooms). This means that, in general, people prefer larger dwellings. The report concludes that while there is a demand for more 'higher density' dwelling types in Auckland, there is clearly a mismatch between the current supply of dwelling typologies and the housing demand as per the survey. Data regarding the type and location of the housing stock in GC needs to be collected and documented, so as to determine whether we might expect future housing demand to mirror what is being experienced in Auckland and Australia.

7.3.6. Migrant Demand

Migrant demand comes in two forms; from other countries, and from other regions within the country.

International Migration

Stats NZ track international migration as part of the Population Estimates. The following table shows recent international migration and the impact of closed borders during the pandemic. Population growth largely consists of international migration with almost 7,000 people arriving to the area in 2020. This dropped to 250 during 2021.

Table 13: International Migration by TA

TA	2019	2020	2021	2022
Waimakariri	170	350	80	-90
Christchurch	3,400	5,500	-560	-910
Selwyn	500	580	-120	-120
Total	4,070	6,430	-600	-1,120

The expected net migration for Greater Christchurch is included in the Stats NZ projections, however the type of migrants has changed and this could influence future housing demand. Since the 2011 earthquakes, Greater Christchurch has seen a growth in migrants from South Asia, especially the Philippines and India. However, there has been a decrease in the number of migrants from Japan, the UK and Ireland. The growing origins of migrants lead to more diversity and more diversity within the housing market, e.g. some families require larger homes to accommodate their extended families. Additionally, the origin of foreign arrivals can affect the housing price. A 1,000 person increase in monthly European/UK arrivals raises real house prices by 8 percent after 2 years, whereas a 1,000-person increase in monthly Asian arrivals raises real house prices by around 6 percent.

Internal Migration

Stats NZ track international migration as part of the Population Estimates. The following table shows consistent trends in people within New Zealand moving to the area. Christchurch generally loses people due to 'Age and Stage' or lifestyle decisions, whereas the districts growth is largely from internal migration. 2020 saw almost as many people leave Christchurch as arrived in Selwyn, whereas 2021 saw an increase in the total people moving to the area with less leaving Christchurch.

Table 14: Internal Migration by TA

TA	2019	2020	2021	2022
Waimakariri	1,100	1,400	1,600	1,300
Christchurch	-1,500	-2,600	-2,700	-1,200
Selwyn	1,900	2,800	4,700	3,000
Total	1,500	1,600	3,600	3,100

7.3.7. Ethnicity and Housing

Housing plays a critical role in the social structure, as it provides a place for meetings, traditions, rituals, and other cultural expressions²⁰. Māori and Pacific households often have culturally specific requirements and preferences in relation to dwelling design, which can influence their housing preferences, choices and tradeoffs. New Zealand wide studies indicates that Pacific peoples often prefer to live in an extended family living situation, but it is also noted that this could be a strategy to cope with the high costs of accommodation²¹. This tendency for extended family living arrangements should be taken into consideration as there will be a requirement for dwelling types that house a larger than average number of people.

Census data on ethnicity is shown in the table below. This shows that the majority of the area identifies as European at 74%, with the next two ethnicities identified as Asian (11%) and Maori (9%).

Table 15: Census Data on Ethnicity

Total	2006	2013	2018
European	70%	77%	74%
Maori	7%	7%	9%
Pacific	2%	2%	3%
Asian	6%	7%	11%
Middle East / Latin	1%	1%	1%
Other	12%	2%	1%
Not Elsewhere Included	3%	4%	0%

Table 16: Households by tenure by ethnicity

²⁰ Housing Choice and Preference: A review of Literature, Wildish Bianca, Auckland Council, 2015

²¹ Housing Choice and Preference: A review of Literature, Wildish Bianca, Auckland Council, 2015

	2013			2018			Change 2013 to 2018		
	Owner Occ	Renters	HOR	Owner Occ	Renters	HOR	Owner Occ	Renters	HOR
Waimakariri District									
Māori	1,095	561	66%	1,644	705	70%	549	144	4%
Pasifika	93	36	72%	165	81	67%	72	45	-5%
Asian	237	87	73%	456	204	69%	219	117	-4%
NZ European & Other	12,783	2,781	82%	15,132	3,144	83%	2,349	363	1%
Total	14,208	3,465	80%	17,397	4,134	81%	3,189	669	1%
Christchurch City									
Māori	5,802	7,359	44%	7,731	8,949	46%	1,929	1,590	2%
Pasifika	999	1,617	38%	1,392	2,085	40%	393	468	2%
Asian	5,895	4,446	57%	9,474	8,400	53%	3,579	3,954	-4%
NZ European & Other	66,075	29,016	69%	67,836	28,767	70%	1,761	-249	1%
Total	78,768	42,438	65%	86,433	48,201	64%	7,665	5,763	-1%
Selwyn District									
Māori	831	426	66%	1,488	666	69%	657	240	3%
Pasifika	75	48	61%	162	93	64%	87	45	3%
Asian	285	201	59%	882	444	67%	597	243	8%
NZ European & Other	10,128	2,415	81%	13,476	2,835	83%	3,348	420	2%
Total	11,319	3,090	79%	16,008	4,038	80%	4,689	948	1%

Source: Statistics New Zealand

The rates of owner occupation by ethnicity is higher in Waimakariri and Selwyn when compared to Christchurch City. Households with people of New Zealander / European descent have higher rates of owner occupation than households of other ethnicities. Other key trends include between 2013 and 2018:

- The number of owner occupiers and renter households by ethnicity increased in all three authority areas with the exception of renter households of New Zealander / European descent living in Christchurch City;
- The number of owner occupier households of New Zealander / European descent living in Selwyn and Waimakariri Districts increased faster than those living in Christchurch City (+2,349 households in Waimakariri and +3,348 households in Selwyn compared to +1,761 households in Christchurch City);
- Rate of owner occupation increased for households of Māori and New Zealander / European descent across all three local authority areas;
- Rates of owner occupation for households with people of Pasifika descent increased in Christchurch City and Selwyn district but declined in Waimakariri District; and
- Rates of owner occupation for households of Asian descent fell in Waimakariri District and Christchurch City but increased in Selwyn District.

7.3.8. Household Crowding

The size of households is an important factor to monitor. If appropriate housing is not supplied by the market, crowding or underutilisation occurs. Analysis uses the Canadian National Occupancy Standard (CNOS), which is also used by the New Zealand Government as a core housing indicator. It determines the number of bedrooms a dwelling should have to provide freedom from crowding. The CNOS is based on the number, age, sex and interrelationships of household members. The CNOS states that:

- No more than two people shall share a bedroom
- Parents or couples may share a bedroom
- Children under 5 years, either of the same sex or opposite sex may share a bedroom
- Children under 18 years of the same sex may share a bedroom
- A child aged 5 to 17 years should not share a bedroom with a child under 5 of the opposite sex

- Single adults 18 years and over and any unpaired children require a separate bedroom²²

When looking at Christchurch, Selwyn, and Waimakariri, Christchurch City had the highest relative level of crowding with 9% of renter households crowded, whereas Selwyn has relatively low levels of crowding compared to other urban areas. Although the relative level of crowding is low, crowded households still have significant levels of housing need. On the other hand, 52% of total dwellings have 2 or more bedrooms available, potentially suggesting underutilisation.

Table 17: Crowding and Underutilisation

	Owner Occupiers		Renters		Total households	
	Dwellings	% of total	Dwellings	% of total	Dwellings	% of total
Waimakariri District						
1 bedroom needed (crowded)	210	1%	135	4%	345	2%
2 + <u>bdrms</u> needed (severely crowded)	39	0%	18	1%	57	0%
Total - crowded	249	1%	153	5%	402	2%
Total - No extra bedrooms required	1,776	10%	906	30%	2,682	13%
1 bedroom spare	5,115	30%	1,131	37%	6,246	31%
2 or more bedrooms spare	10,038	58%	873	29%	10,911	54%
Total not crowded	16,929	99%	2,910	95%	19,839	98%
Total stated	17,178	100%	3,063	100%	20,241	100%
Christchurch City						
1 bedroom needed (crowded)	1,470	2%	2,421	7%	3,891	3%
2 + <u>bdrms</u> needed (severely crowded)	345	0%	699	2%	1,044	1%
Total - crowded	1,815	2%	3,120	9%	4,935	4%
Total - No extra bedrooms required	11,031	13%	12,663	35%	23,694	19%
1 bedroom spare	30,681	36%	14,136	39%	44,817	37%
2 or more bedrooms spare	42,267	49%	6,228	17%	48,495	40%
Total not crowded	83,979	98%	33,027	91%	117,006	96%
Total stated	85,794	100%	36,147	100%	121,941	100%
Selwyn District						
1 bedroom needed (crowded)	147	1%	144	4%	291	2%
2 + <u>bdrms</u> needed (severely crowded)	42	0%	24	1%	66	0%
Total - crowded	189	1%	168	5%	357	2%
Total - No extra bedrooms required	1,242	9%	717	22%	1,959	12%
1 bedroom spare	3,882	29%	1,254	38%	5,136	30%
2 or more bedrooms spare	8,304	61%	1,152	35%	9,456	56%
Total not crowded	13,428	99%	3,123	95%	16,551	98%
Total stated	13,617	100%	3,291	100%	16,908	100%

7.3.9. Demand for Visitor Accommodation

The NPS-UDC Guide on evidence and monitoring identifies key sources of information that provide a proxy for analysing whether visitor demand is numerically and proportionally significant. This is done by comparing the 3 TAs to the national average. These are census counts of dwellings and households and the proportion of dwellings unoccupied on census night. The tables below outline the ratio of dwellings for every household and the percentage of households unoccupied on Census night. The tables shows that the three TAs are under the New Zealand average and therefore visitor demand is consistent with national averages and therefore not numerically and proportionally significant to require an increase in the household projection.

²² Statistics New Zealand, http://archive.stats.govt.nz/tools_and_services/nzdotstat/tables-by-subject/housing-quality-tables/crowding-occupancyrate.aspx, 2018

Table 18: Ratio of 2018 Census Count of Dwellings and Households

Area	Ratio	Dwellings	Households
New Zealand	1.14	1,866,517	1,653,792
3 TAs	1.11	201,480	181,038
Queenstown-Lakes	1.55	20,403	13,176

Table 19: Percentage of Dwellings Unoccupied on 2018 Census Night

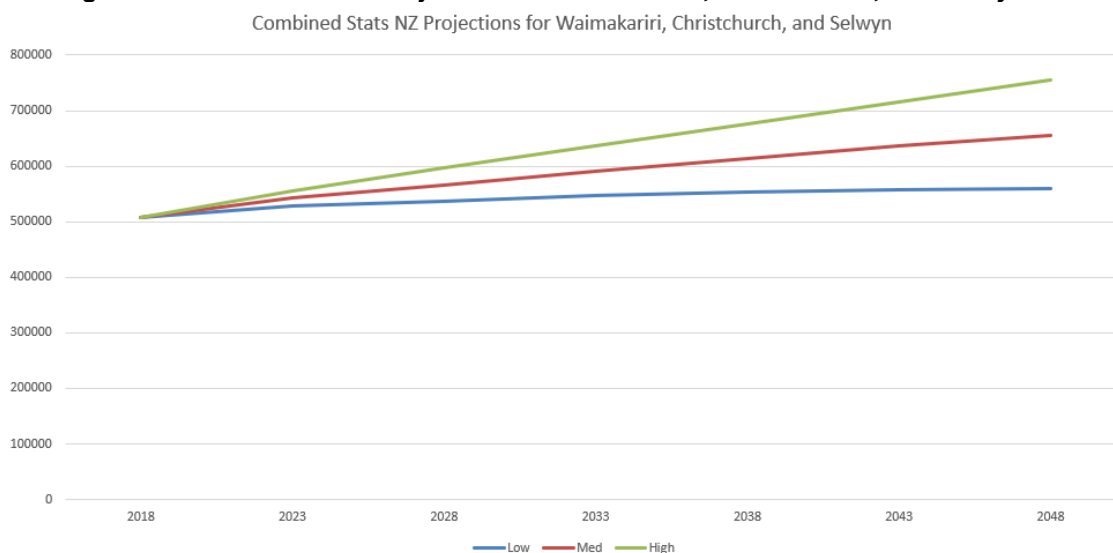
Area	Percentage
New Zealand	11%
3 TAs	8%
Queenstown-Lakes	29%

7.4. Demand

7.4.1. Projection Ranges

Identifying Base Projection Data

The initial starting point is the Stats NZ 2018 subnational population projections (low, medium and high projections)²³, as it is the best information available and achieves consistency in terms of methods and consistency with national-level projections²⁴. These provide an indication of future population change based on assumptions about future demographic behaviour (birth rates, death rates, net migration)²⁵. The Stats NZ 2018 Estimate²⁶ is the starting point for these projections, and this shows the 3 Territorial Authorities (TAs) have 508,400 population and the range of projections show, by 2048, the projected population is between 558,400 to 755,100.

Figure 19: 2018 Combined Projections for Waimakariri, Christchurch, and Selwyn Councils

²³ <https://www.stats.govt.nz/news/new-zealands-population-could-reach-6-million-by-2050/>

²⁴ <https://www.stats.govt.nz/methods/population-statistics-user-guide>

²⁵ For more information on different Stats NZ terms and measures on population, visit <https://www.stats.govt.nz/methods/population-statistics-user-guide>.

²⁶ <https://www.stats.govt.nz/news/migration-drives-high-population-growth/>

Identify Range of Projections

The initial range of projections are based on Stat NZ's 2018 subnational population projections. Other projection possibilities considered were relying solely on take-up data, and adjusting immigration based on Treasury's report²⁷. Take-up is not a one-to-one correlation to growth, as shown in 7.3.1 so is not a good sole measure of growth. Treasury's report (developed before COVID restrictions) considers immigration as an economic decision and therefore New Zealand's relative economic conditions among other things. The result is slightly more population and more of a working age. The results are at a national level and do not provide projections by TA.

The following table outlines the additional population projected for Waimakariri, Christchurch, and Selwyn combined, and shown over the NPS-UD timeframes.

Table 20: Range of Projections for Total TAs

Area	Short Term 2022 – 2025	Medium Term 2025 – 2032	Long Term 2032 – 2052	Total 2022 – 2052
High	25,500 (8,500 p.a.)	56,520 (8,074 p.a.)	156,680 (7,834 p.a.)	238,700 (7,957 p.a.)
Medium	16,560 (5,520 p.a.)	34,540 (4,934 p.a.)	83,560 (4,934 p.a.)	134,660 (4,489 p.a.)
Low	7,680 (2,560 p.a.)	12,980 (1,854 p.a.)	13,880 (694 p.a.)	34,540 (1,151 p.a.)

The range of projections are based on assumptions about fertility rate, life expectancy and net migration. Fertility is the average number of births that women would have. Life expectancy is the average length of life. Net migration is the arrivals minus departures.

Table 21: Range of Assumptions for Waimakariri District

Waimakariri	Range	Fertility	Life Expectancy Male	Life Expectancy Female	Net Migration
High	2023	2.01	81.3	84.6	8,500
	2048	2.00	85.2	88.1	5,500
Medium	2023	1.90	80.8	84.1	7,000
	2048	1.79	83.9	87	4,000
Low	2023	1.79	80.3	83.6	5,500
	2048	1.58	82.3	85.6	2,500

Table 22: Range of Assumptions for Christchurch City

Christchurch	Range	Fertility	Life Expectancy Male	Life Expectancy Female	Net Migration
High	2023	1.70	80.7	84.0	6,000
	2048	1.71	84.6	87.6	15,000
Medium	2023	1.52	83.3	86.4	-1,500
	2048	1.95	84.7	88.0	7,500
Low	2023	1.51	79.7	83.0	-9,000
	2048	1.33	81.7	85.0	0

²⁷ <https://www.treasury.govt.nz/sites/default/files/2018-04/sense-partners-report.pdf>

Table 23: Range of Assumptions for Selwyn District

Selwyn	Range	Fertility	Life Expectancy Male	Life Expectancy Female	Net Migration
High	2023	2.06	85.2	88.3	18,500
	2048	2.05	89.0	91.7	7,000
Medium	2023	1.95	84.7	88.0	16,000
	2048	1.84	87.6	90.7	4,500
Low	2023	1.84	84.2	87.3	13,500
	2048	1.63	86.1	89.1	2,000

7.4.2. Most Likely Projection

The most likely projection sits within the projection range identified above. To identify the most likely projection, the growth (based on estimates) of each TA was compared to the projections within each TA. The following tables show the revised 2018 Medium and High Population Projections shown as annual averages compared with the Stats NZ Population Estimates Average of the last 5 years. The medium-term annual average is 2018 to 2028 and the long-term annual average is 2018 to 2048.

Waimakariri

Waimakariri has seen higher annual population growth than projected over the past 5 years. The following table shows population trends within Waimakariri. The 5-year estimate shows average growth of 1,650. This sits just above the average yearly High Projection. Therefore, the most appropriate projection for Waimakariri is High.

Table 24: WDC Projection and Estimate Comparison

	Medium Term (Annual Average)	Long Term (Annual Average)
Medium Projection	1,210	837
High Projection	1,580	1,254
Last 5 Year Average Growth	1,650	

Christchurch

The following table shows population trends within Christchurch. The 5-year estimate shows average growth of 1,375. This sits just below the Medium Projection. Therefore, the most appropriate projection for Christchurch is Medium.

Table 25: CCC Projection and Estimate Comparison

	Medium Term (Annual Average)	Long Term (Annual Average)
Medium Projection	1,700	2,134
High Projection	3,670	4,337
Last 5 Year Average Growth	1,375	

Selwyn

The following table shows population trends within Selwyn. The 5-year estimate shows average growth of 4,000. This sits above the High Projection. Therefore, the most appropriate projection for Selwyn is High.

Table 26: SDC Projection and Estimate Comparison

	Medium Term (Annual Average)	Long Term (Annual Average)
Medium Projection	2,920	1,940
High Projection	3,520	2,634
Last 5 Year Average Growth	4,000	

Identifying a Starting Population Projection

The 2022 Stats NZ Population Estimate is used as the starting point. This is because they are the best-known population point. The preferred projections are then recalibrated to this starting point.

Table 27: Stats NZ Population Estimates for TA

Area	2022 Population Estimate
Waimakariri	67,900
Christchurch	389,300
Selwyn	79,300
Total	536,500

Assumptions and Uncertainties

The most significant uncertainty is the impact of COVID-19 on international migration and on where people decide to live and move within New Zealand. Key assumptions are that there are no isolated impacts on the region, such as natural disasters, and no impacts on other regions that force or encourage people to move to the region. There are other government policies that could encourage or discourage where people live and what types of houses are built. This could be around transport, subsidies for different housing typologies, lending practices etc.

The potential result of these uncertainties is that a low projection becomes more appropriate. This would mean less expected growth and therefore less capacity required. While this may be a reality, the long-term projections are always uncertain, and the review of these projections should occur every three years. It is also a conservative approach for planning to project higher so that there is capacity with the timing and availability of land becoming the critical factor.

The following are the TA projections used.

Table 28: TA Population Projections

	2022	2025	2032	2052	Total Change
Total Projection	536,500	558,640	600,560	708,840	+172,340

7.4.3. Population to Household Conversion

The population was then converted to households. This uses Stats NZ Average Household Size Projection from the 2013 Household projection assumptions. The declining rate reflects the changing demographics of more older households and changing family structures. This is discussed in the Housing in Aotearoa 2020 report by Stats NZ²⁸ and the trends identified are reflected in the Stats NZ projection assumptions. The higher Selwyn figure reflects the current younger demographic as compared to Christchurch and Waimakariri, but the trend is in the same direction.

Table 29: Stats NZ Average Household Size

²⁸ <https://www.stats.govt.nz/assets/Uploads/Reports/Housing-in-Aotearoa-2020/Download-data/housing-in-aotearoa-2020.pdf>

Area	2021 Average Household Size	2024 Average Household Size	2031 Average Household Size	2051 Average Household Size
Waimakariri	2.52	2.47	2.4	2.34
Christchurch	2.54	2.52	2.49	2.45
Selwyn	2.90	2.87	2.80	2.65

7.4.4. Total Household to GCP Urban and Rest of TA Areas

Table 30: TA Urban GCP Projections

Urban GCP Household Demand	Short Term 2022 – 2025	Medium Term 2022 – 2032	Long Term 2022 – 2052
Waimakariri	1,829	4,682	11,308
Christchurch	3,208	11,782	32,103
Selwyn	3,000	8,324	23,414
Total	8,037	24,788	66,825

Table 31: Rest of TA Projections

Rest of TA Household Demand	Short Term 2022 – 2025	Medium Term 2022 – 2032	Long Term 2022 – 2052
Waimakariri	936	2,432	5,688
Christchurch	48	219	376
Selwyn	1,300	2,652	6,199
Total	2,284	5,303	12,263

7.4.5. GCP Area Household Demand by Typology

As with location above, the NPS-UD allows local authorities discretion in defining typologies, however it sets a minimum of standalone and attached dwellings. The capacity assessment uses standalone and attached (semi-detached and terraced) dwellings for typology. This is because the level of other typologies (e.g., apartments) currently in the area (and especially in Selwyn and Waimakariri) are not sufficient to distinguish from attached.

Table 32: TA GCP Urban Projection by Typology %

Urban Household Demand by Typology	Short Term 2022 – 2025		Medium Term 2022 - 2032		Long Term 2022 - 2052	
	Standalone	Multi-Unit	Standalone	Multi-Unit	Standalone	Multi-Unit
Waimakariri	92%	8%	91%	9%	89%	11%
Christchurch	78%	22%	76%	24%	72%	28%
Selwyn	97%	3%	96%	4%	96%	4%

Table 33: TA GCP Urban Projection by Typology Totals

Urban Household Demand by Typology	Short Term 2022 – 2025		Medium Term 2022 - 2032		Long Term 2022 - 2052	
	Standalone	Multi-Unit	Standalone	Multi-Unit	Standalone	Multi-Unit
Waimakariri	1,595	234	3,995	687	9,491	1,817
Christchurch	0	3,208	2,103	9,679	10,163	21,939

Selwyn	2,908	92	8,001	323	22,509	906
Total	4,503	3,534	14,099	10,689	42,163	24,662

7.4.6. GCP Household Demand by Typology with Competitiveness Margin

Following the demand analysis, the competitiveness margins outlined in the NPS-UD are applied. These are 20% in the short (to 2024) and medium (to 2031) term, and 15% in the long term (from 2031 – 2051).

Table 34: TA Urban Projection by Typology with Competitiveness Margin

Urban Household Demand by Typology + Competitiveness	Short Term 2022 – 2025		Medium Term 2022 - 2032		Long Term 2022 - 2052	
	Standalone	Multi-Unit	Standalone	Multi-Unit	Standalone	Multi-Unit
Waimakariri	1,914	281	4,794	824	11,114	2,124
Christchurch	0	3,850	2,524	11,615	11,793	25,714
Selwyn	3,490	110	9,601	388	26,285	1,058
Total	5,404	4,241	16,919	12,827	49,192	28,896

7.5. Housing Development Capacity

Housing capacity is assessed broadly using the following approach: First, the *plan-enabled* capacity is estimated and then adjusted to what is infrastructure ready. This capacity is further modified to what is *reasonably expected to be realised* based on observed patterns of development. The final step is to assess what of the plan-enabled capacity is feasible for development based on a number of general assumptions around development costs and opportunities.

Plan-enabled capacity estimates the maximum that could be built within the allowances of the district plan. For this estimate it is assumed that current dwellings and structures are removed and replaced by new dwellings that maximise the potential of the relevant zone.

‘Reasonably expected to be realised’ (herewith referred to as “expected”), modifies the plan-enabled capacity by applying historic land development or take-up rates (i.e., household per hectare averages) and changes in typologies. As this assessment is based on what development is actually occurring, it provides a higher degree of certainty (relative to plan-enabled) for residential density yield once a site, block and neighbourhood is fully redeveloped or developed. The *infrastructure ready* assessment removes capacity that cannot be serviced by the wider network, e.g., a wastewater system that can service only a limited number of additional houses and is not currently being considered for upgrading. These considerations are generally broader network issues rather than related to connections to main trunk network.

The feasibility assessment assesses the commercial viability of development capacity by modelling developer costs, opportunities, and potential sales prices. This approach can potentially identify those areas where the plan-enabled/expected capacity overstates the development potential. Conversely it may also identify development opportunities that produce higher dwelling yields than estimated by the expected assessment (i.e., there is the potential for higher density than has historically been the case). Lastly, feasibility can be checked against the take-up rates that inform the expected calculation. This can show that development is occurring in areas that are not modelled as commercially feasible for development but may in reality be built. Reasons being, a developer may have costs lower than the modelled costs, a developer has different profit goals, or the sales price of developed land and dwellings is higher than anticipated. This is consistent with NPS-UD 3.26.

Further details on the methodology, caveats and contextual considerations is provided in Appendix 2: Methods, Inputs, and Assumptions.

7.5.1. Plan-Enabled Capacity

This section discusses and tabulates the yield based on the underlying District Plan zoning and associated rules. Capacity is determined from an assessment of both vacant and built land, incorporating redevelopment (intensification) and greenfield development potential. Plan-enabled is outlined in the NPS-UD (in section 3.4) as:

Table 35: NPS-UD Capacity, Timeframes, and Implications

Timeframe	Includes
Short	Land that is zoned (either permitted, controlled, or restricted discretionary) in an Operative District Plan.
Medium	Land that is zoned (either permitted, controlled, or restricted discretionary) in an Operative or Proposed District Plan.
Long	Land that is zoned (either permitted, controlled, or restricted discretionary) in an Operative or Proposed District Plan or land identified as Future Urban in an FDS.

The approaches for each district are slightly different as they have different areas of emphasis. While the approach to the greenfield capacity assessment is consistent across the three districts, the approach to assessing additional capacity within the existing urban areas reflects the emphasis placed upon intensification and the capacity for intensification within each district. Christchurch City and Waimakariri townships having a greater redevelopment potential compared to the 'new towns' within Selwyn.

Capacity from suburban infill in Christchurch City (i.e., subdividing the vacant rear part of an existing allotment) is limited, with most plan-enabled permitted development opportunities having already been taken-up. Infill is still however possible outside of permitted development where a resource consent may be needed. The majority of intensification opportunities in Christchurch are through the comprehensive site or multiple site redevelopment approach. For Selwyn and Waimakariri, capacity is focused more on greenfield uptake and backfill capacity in suburban zones, with less focus on comprehensive site redevelopment. This is due to a combination of a number of factors including market forces, the age of existing housing stock (i.e., more recent development), past patterns of development, and the size and form of the townships.

Christchurch City Council

Analysis of plan-enabled (theoretical) and expected capacity was undertaken at an urban block level, where attributes were assessed for the:

- current level of housing development,
- average density of the block,
- potential minimum and maximum 'plan enabled' density, and the anticipated density based on recent patterns of development.

A range of outputs were generated from this analysis to compare the difference between the current density of the block compared to the various measure of potential density of the block, i.e. the anticipated net gain in housing should development occur. Other determinants of capacity were as follows:

- Land zoned *Residential Guest Accommodation* was excluded as it is anticipated that this is used for hotels and not housing.
- Land within the *Accommodation and Community Facilities Overlay* was excluded as currently it is used and encouraged for accommodation (which could provide around 600 additional households).
- Land within the High Flood Hazard area was excluded as the District Plan seeks to avoid development within these areas due to the flood risk.
- *Commercial Zones (outside the Central City)*: The Commercial Core, Commercial Local, Commercial Banks Peninsula, and Commercial Mixed Use Zones all permit residential activity located either above or at the rear of a development site. Since the earthquakes, more residential units located within commercial areas have been removed than have been built. So, while there is potential capacity within these areas, the recent evidence suggests it is not occurring and, therefore, is not included within this capacity assessment.

- *Commercial Central City*: While areas such as the 'Frame' and the Central City Mixed Use Zone have been included in the assessment, the potential within the Commercial Central City Business Zone, which permits housing above the ground floor, requires more work to determine its potential capacity. Therefore, this land is currently excluded until more work is undertaken on potential capacity.
- *Papakāinga/Kāinga Nohoanga Zone* allows contiguous Māori land (identified through Te Ture Whenua Māori Act 1993) to be treated as one site and has no site density controls. This provides potential for a wide variation in density. More work needs to be done to determine the potential capacity and the extent of recent take-up within this zone and therefore, this land is currently excluded from the capacity assessment.
- *Non-residential activities in residential zones*: Currently 2.7% of residential sites are occupied by non-residential activities, including halls, education, and community facilities. This adjusts the theoretical capacity by 2%.
- *Residential Medium Density (RMD) Zone*: The theoretical capacity applied is based on modelling of the zone standards. The modelling shows that a density of 120hh/ha is possible where the development potential of the site is maximised. Recognising that that it is unlikely to always be possible to maximise development outcomes this has been reduced to 100hh/ha. Analysis of recent development activity shows that a more typical density outcome is in the 60 to 90 hh/ha range, where a multi-unit modest sized townhouse development approach used, typically on a single land parcel. The majority of developments in the RMD zone are of this type. Developments achieving higher densities have been completed and these are typically associated with larger development sites.
- *Residential Central City Zone*: This provides for high density housing, with a higher height limit than the RMD zone, resulting in a theoretical potential yield in well in excess of 100hh/ha. Historically, developers have not generally taken full advantage of the enabled height limit but have instead limited development to two and three stories townhouse typologies. There are however examples of multi-storey apartment buildings that achieve densities of over 200hh/ha. Townhouse development with dedicated on-site car parking are commonly achieving 60 to 80hh/ha. Townhouse development with no on-site parking (which are becoming more common) are often exceeding densities of 150hh/ha.
- *Commercial Mixed Use Zone*: This zone enables residential activity. There are a number of recent (since 2018) examples of development in the zone. Typically, development outcomes are similar to those of the Residential Central City zone, achieving in excess of 100hh/ha in a number of development examples.
- *Residential Suburban Density Transition Zone*: This zone has been operative since the 2016 District Plan review enabling development of multi-unit housing in addition to single detached dwellings. At the time of the 2018 Capacity Assessment there were few examples of multi-unit developments that had taken advantage of the new plan provisions. However, this is now a common development outcome in the zone, with development typologies similar to those for the RMD zone, namely two storey terrace and duplex townhouses. Density outcomes are usually fall in the 60 to 80hh/ha range.
- *Minor Residential Units, Retirement Villages within all Residential Zones*: Within the Christchurch District Plan minor residential units are permitted activities within the Residential Suburban Zone. This allows for small, independent units to be built on sites greater than 450m². As such for all Residential Suburban zoned sites greater than 450m² there is capacity for an additional unit. The provision for Minor Residential Units is new in the District Plan, the previously provisions were limited to family flats and therefore not directly comparable. Consequently, it is not possible to accurately make an assessment of the likely update of Minor Residential Units in the Christchurch City reasonably expected to be realised capacity.
- *Retirement villages* are permitted activities throughout the Residential Suburban Zone and could also increase the total theoretical capacity, however more detailed analysis work is required to understand and identify future potential retirement village locations and significance on capacity. Therefore, retirement villages are currently excluded from the capacity assessment density calculation.
- *Enhanced Development Mechanism (EDM)*: The EDM allows for comprehensive development if it meets certain criteria. This again could provide for greater housing densities and overall capacity; however likely development or uptake is limited, and similar density outcomes can be achieved within the rules of the zones where the EDM applies. This additional potential yield has therefore been excluded from the capacity calculation.

Selwyn and Waimakariri District Council

The Selwyn and Waimakariri District plans were both under review at the time of this assessment. This assessment is based on the proposed plan zonings, as well as the variations to the proposed plans to comply with the Enabling Housing Act.

This evaluation excludes rural zones and existing development areas / small settlements in both district plans. In Selwyn, the following areas have also been included as plan enabled capacity:

- South Faringdon (Special Housing Accord Area)
- Acland Park (Special Housing Accord Area)
- South-East and South-West Faringdon (COVID fast-track approved area)
- Faringdon Oval (PC70) (COVID fast-track approved area)
- Approved plan changes; PC68, PC69, PC71 and PC72²⁹.

Housing supply for Selwyn and Waimakariri has been reported from the Selwyn Capacity for Growth Model (SCGM) and Waimakariri Capacity for Growth Model (WCGM), both models having been prepared by Formative Limited. These two models assess capacity at a site-specific level. This estimates housing supply at a site-specific level by combining geospatial data with District Plan subdivision density standards, permitted activity bulk and location rules and accounting for 'vacant' (where there are no consented buildings on the site) and 'vacant potential' (where potential exists to subdivide based on the subdivision standards) land to determine the theoretical capacity of each property²³.

For both the SCGM and WCGM the following assumptions have been applied:

- 'Undevelopable' lots have been removed, including roads and railways, hydrological features, vested roads and reserves and designated sites;
- Dwelling typology is assumed to be what the District Plans enable;
- Estimates are rounded down to the nearest whole number;
- Amalgamation of parcels is not accounted for;
- That 25% of land area is set aside for infrastructure;
- That no commercial buildings will be constructed in residential zones³⁰.

This parcel specific information has been aggregated up to the TA level for reporting capacity.

Table 36: Plan Enabled Urban Capacity

GCP Urban Capacity	Short 2021 – 2024	Medium 2021 – 2031	Long 2021 – 2051
Waimakariri	79,345	79,345	79,345
Christchurch	544,000	544,000	544,000
Selwyn	108,024	108,024	118,554
Total	731,369	731,369	741,899

7.5.2. Reasonably Expected to be Realised

This section outlines what is reasonably expected to be realised or 'expected capacity'. This follows the process outlined in 3.26 (2) (c) where the information regarding past developments trends modifies the plan-enabled capacity by changing the densities and scale of potential development. This capacity is then tested as to whether it is feasible. The total theoretical capacity within Greater Christchurch is 213,427 dwellings and reasonably expected to be realised capacity is 84,539 dwellings, being a difference of some 128,888 households. This is largely due to the difference in theoretical and modified density counts for Christchurch and the spatial analysis for Selwyn and Waimakariri.

Christchurch

²⁹ PC69, PC71, and PC72 are under appeal and could change capacity once resolved.

³⁰ Home office/small business can cohabitate within residential dwellings.

In Christchurch, the largest difference between plan-enabled and expected capacity, results within the Residential Medium Density (RMD), Residential Central City (RCC), Residential Suburban Density Transition (RSDT) and Residential Suburban (RS) zones. What is plan-enabled is significantly more than the densities that have historically and, until relatively recently, are being achieved (built). However, the trend is towards an increasing density through redevelopment, particularly within the RMD and RSDT zones. For the RMD zone a study of the Riccarton area has shown a progressive increase in density over time. For the RSDT zone there is an increasing utilisation of the multi-unit provisions introduced through the District Plan Review (refer Decision 10, July 2016), leading to site and block densities much closer to the RMD zone.

Table 37: Christchurch Residential Density Assumptions

Zone / Overlay	Theoretical (hh/ha)	Modified (hh/ha)	Reason
Residential Suburban	25	15.9	Theoretical - 400m ² minimum lot size – DPR 14.4.1.3 RD1
Residential Suburban Density Transition	70	50	Theoretical - Potential from RSDT and RMD modelling. Theoretical increased to 70hh/ha recognising the potential for multi-unit development enabled in the zone. Modified – observation of recent (last two years) of multi-unit development activity in the zone.
Residential Medium Density	100	60	Theoretical - Potential from RSDT and RMD modelling Modified - Potential from Riccarton evidence (discussed above) and revised upwards based on observations of recent development activity more widely across the zone.
Residential New Neighbourhood	15	15	Theoretical and Modified - Residential Policy – 14.2.1.1 a. iv.
Residential Central City	150	100	Theoretical - 200m ² minimum lot size – DPR 14.6.2.11, however comprehensive development possible. Modified – observations of recent development activity, noting that there is a wide range in density outcomes driven by typology and whether on-site parking is provided. All observed development typologies are achieving high density outcomes.
Residential Hills	17	9.6	Theoretical - 585m ² minimum lot size – DPR 14.7.1.3 RD1
Residential Large Lot	7	2.8	Theoretical - 1350m ² minimum lot size – DPR 14.9.1.3 RD2
Residential Banks Peninsula	25	11.9	Theoretical - 400m ² minimum lot size – DPR 14.8.2.1 a. i.
Residential Small Settlement	10	6.6	Theoretical - 1000m ² minimum lot size – DPR 14.10.2.1 a. i.
Community Housing Redevelopment Mechanism	65	40	Overlay allows up to 65 hh/ha in RS zone. Modified is based on density achieved by Kāinga Ora redevelopment projects (conservative estimate – higher densities have been achieved in some instances).

East Frame	900 households	900 households	Based on consent data for housing units and the master plan
RS - Existing Rural Hamlet Overlay	5	5.7	2000m ² minimum lot size – DPR 14.4.3.2.1 b. ii.
RS - Peat Ground Condition Constraint	5	5.1	2000m ² minimum lot size – DPR 14.4.3.2.1 b. ii.
RS - Stormwater Capacity Constraint Overlay	52 households	52 households	Existing allotments at June 1995 – DPR 14.4.3.2.1 b. ii.
RMD - Medium Density (Higher Height Limit and Individual Site Density) Overlay	100	60	Theoretical - Potential from RSDT and RMD modelling Modified – As per RMD, adjusted for height limit
RMD - Residential Medium Density Lower Height Limit Overlay	100	60	Theoretical - Potential from RSDT and RMD modelling Modified – As per RMD, adjusted for height limit
RH - Residential Hills Density Overlay	13	3.7	Theoretical - 765m ² minimum lot size – DPR 14.7.1.3 RD1
RH - Residential Mixed Density Overlay – 86 Bridle Path Rd	9 households	9 households	Stated households – DPR 14.7.2.1 a. iv.
RH - Residential Mixed Density Overlay – Redmund Spur	400 households	400 households	Stated households – DPR 14.7.2.1 a. iii.
RLL - Residential Large Lot Density Overlay	3	1.9	Theoretical - 2700m ² minimum lot size – DPR 14.9.1.3 RD2
RLL - Residential Large Lot Density Overlay Allandale	24 households	24 households	Lots identified on ODP – 8.10.13
RLL - Residential Large Lot Density Overlay Samarang Bay	8 households	8 households	Lots identified on ODP – 8.10.12
RBP - Diamond Harbour Density Overlay	16	7.4	Theoretical - 600m ² minimum lot size – DPR 14.8.2.1 a. ii.

RSS - Kāinga Overlay 1 and 2	22	8.2	Theoretical - 450m ² minimum lot size – DPR 14.10.2.1 a. v.
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Selwyn

The Selwyn growth model utilises parcel-based information to determine the amount of additional capacity in the towns in the district. This breaks it down to Plan-Enabled, Infrastructure Ready, Reasonably Realised, and Feasible. Different levels of capacity recognises that the market rarely provides for housing to the densities and typologies enabled by District Plan subdivision standards and land use rules. It also accounts for the reality that there will be a range of lot sizes as a consequence of natural features, demand profiles and infrastructure needs.

The reasonably expected to be realised capacity is an estimate of the contemporary level of development that is being produced by the market within sample areas using spatial data to determine the extent to which the realised subdivision density is consistent with the underlying zones. The reasonably expected to be realised capacity outputs have been aggregated up to the TA level for the purposes of reporting. Key assumptions within the growth model are briefly summarised as follows:

Table 38: Selwyn Residential Density Assumptions

Assumption	Reasonably Expected to be Realised
Infrastructure	25%
Medium Density Residential Zone Greenfield Sites	Rolleston – 500m ² Lincoln – 650m ² Prebbleton – 700m ²
Medium Density Residential Zone Infill Sites	Rolleston – 300m ² Lincoln – 300m ² Prebbleton – 300m ²
General Residential Sites	West Melton – 700m ²
Large Lot Sites	Rolleston – 6,000m ² Lincoln – 6,000m ² Prebbleton – 6,000m ² West Melton – 6,000m ²

For more information on how growth model process, see Appendix 3: Formative Model Process.

Waimakariri

Similarly to Selwyn, the Waimakariri growth model utilises parcel-based information to determine the modified or reasonably expected to be realised capacity. This adjusts the plan-enabled capacity in recognition that the market rarely provides for housing to the densities and typologies enabled by District Plan subdivision standards and land use rules. The reasonably expected to be realised capacity is an estimate of the contemporary level of development that is being produced by the market within sample areas using spatial data to determine the extent to which the realised subdivision density is consistent with the underlying zones. The reasonably expected to be realised capacity outputs have been aggregated up to the TA level for the purposes of reporting.

Table 39: Waimakariri Residential Density Assumptions

Assumption	Reasonably Expected to be Realised
Infrastructure	25%
Medium Density Residential Zone Greenfield Sites	Rangiora – 500m ² Kaiapoi – 500m ² Woodend – 500m ² Pegasus – 500m ²

Medium Density Residential Zone Infill Sites	Rangiora – 300m ² Kaiapoi – 500m ² Woodend – 300m ² Pegasus – 300m ²
General Residential Sites	Oxford – 600m ²
Large Lot Sites	Rangiora – 6,000m ² Kaiapoi – 6,000m ² Woodend – 6,000m ² Mandeville – 6,000m ² Ohoka – 6,000m ²
Settlement Zone	Small Settlements – 1,000m ²

For more information on how growth model process, see Appendix 3: Formative Model Process.

Reasonable Expected to be Realised Capacity

Table 40: Reasonably Expected to be Realised Urban Capacity

GCP Urban Capacity	Short 2021 – 2024	Medium 2021 – 2031	Long 2021 – 2051
Waimakariri	15,234	15,234	15,234
Christchurch	94,000	94,000	94,000
Selwyn	22,067	22,067	23,022
Total	131,301	131,301	132,256

7.5.3. Reasonably Expected to be Realised and Infrastructure Ready

This section summarises the actual and likely availability of development infrastructure and additional infrastructure in the short, medium, and long term, as required under Policy 3.4 of the NPS-UD. This is whether there is water supply, wastewater, stormwater, and land transport infrastructure available to support the development of residential land. Infrastructure ready (as outlined in 3.4) means the following:

Table 41: NPS-UD Infrastructure Timeframes and Implications

Timeframe	Includes
Short	Adequate existing development infrastructure is available.
Medium	Adequate existing development infrastructure is available or funded through the LTP.
Long	Adequate existing development infrastructure is available or funded through the LTP or the Infrastructure Strategy.

The infrastructure assessment considers whether any area currently zoned for residential activity over any timeframe faces a specified constraint on development. The explicit capacity of development infrastructure is difficult to do as infrastructure models are designed to meet household projections. The approach to identifying the availability of infrastructure was to determine any areas where a lack of development infrastructure or additional infrastructure would impede or prohibit the potential development of a site or sites for housing. Areas that require additional development costs, such as on-site stormwater storage capacity, were identified but not excluded from the capacity as these do not impede development directly (but do add costs). These additional costs of development will be quantified, and the impacts considered, within the housing feasibility assessment.

Generally, no zoned land is significantly impeded in such a way that would make development or intensification impossible. This is principally because land identified within the CRPS required infrastructure and therefore was programmed for servicing. Also, there are no identified infrastructure

constraints for the balance of the Living/Residential Zones that would preclude intensification to the densities prescribed in either the Selwyn or Waimakariri District Plan.

Christchurch

The assessment of infrastructure capacity for wastewater and stormwater networks, is different for intensification areas than greenfield. For greenfield areas, new infrastructure is appropriately sized and designed to service the planned scale of the new neighbourhoods. In the case of intensification (redevelopment) areas, the explicit capacity of development infrastructure is more complex to assess. Infrastructure models to date, have been based upon the application of household projections to catchments, rather than the modelling of theoretical or 'reasonably expected to be realised' household capacity. More detailed modelling will need to be undertaken to identify whether there are capacity issues to service all plan-enabled and expected capacity. In the interim, the infrastructure assessment has focused on identifying those locational areas where there is a lack of development infrastructure or feasible infrastructure solution, resulting in restrictions on connections to the Council's network, and/or obtaining of a building consent.

Wastewater - Except for a few locations, generally no zoned land is impeded in such a way that would make development impossible in the short to medium term. There are some 'spot' locations and/or sites that require alternative solutions for connections, however this is an impact on development costs (and so feasibility), not strictly land development capability. Alternative solutions (local pressure sewer system to attenuate wastewater in wet weather) enable development without exacerbating overflow issues and further compromising Council's ability to meet is consented overflow conditions.

Greenfield areas known as Highfield (1000 potential homes) and East Papanui (approximately 400 potential homes) require either the planned upgrades to be completed by Council or alternatively developer led. For the purpose of this assessment, these areas have been deemed infrastructure ready in the medium term.

Parts of Shirley and Aranui are within a vacuum sewer catchment, where there is no additional capacity for new sewer connections until a solution is developed. It is not known at this stage what the number of potential new houses are restricted until further modelling is undertaken. However, for the purpose of recording a number 600 have been estimated as constrained in the long term as neither a programme of work, nor any planned investment has been committed under the Long Term Plan, nor Infrastructure Strategy. This reduces the plan-enabled capacity by a total of 1000 households.

Water Supply - There are no water supply constraints to development within the Christchurch area, as all required major upgrades have either been undertaken in recent years or are planned to be undertaken within the next ten years in the 2021-2031 LTP. Over the next ten years a key focus for the water supply asset will involve over \$200 million investment in the improvement and maintenance of the reticulation network, to reduce leakages and improve the long-term sustainability of the water supply.

Stormwater - Stormwater treatment facilities and waterway enhancement programmes will involve retrofitting existing and creating new facilities within the Avon, Styx, and Heathcote catchments. Throughout Christchurch, stormwater capacity is not identified as a significant restraint to residential development, as most sites have the ability to mitigate effects on site. Land development is therefore not precluded, rather for certain sites there will be an increased development cost associated with providing on-site mitigation infrastructure. Areas that require additional development costs, such as on-site stormwater storage capacity, were identified but not excluded from the capacity as these do not impede development directly (but do add costs).

Facilities and open space - Council's facilities include libraries, sports and recreation centres, pools, stadia, camping grounds, art gallery and museum, community centres, bus exchange and corporate accommodation. There has been extensive rebuilding and repairs of facilities post-earthquakes, resulting overall in a modern network of well-designed buildings able to cater for optimal usage and meet citizens expectations. Council's investment over the next ten years will be to complete the Te Pou Toetoe (Linwood) indoor swimming pool and community spaces; the metro Sports Facility; Hornby library, customer services and rec and sport centre; and the Canterbury Multi-Use Area. These together with the existing network will adequately support a growing population well into the future. In respect to parks and open space, there exists an extensive network of parks asset sites and facilities across the

city. Network plans are being developed to guide Council's further investment and importantly the prioritisation of new developments and upgrades to meet community needs equitably and within available resources.

Transport - Throughout Christchurch, all existing and planned urban areas have access to core transport links, corridors, and public transport. Identified areas of future growth (RNN) have led to upgrades to transport links to be programmed. These upgrades include Cashmere Rd, Lincoln Rd and Whiteleigh Ave, public transport and cycleway improvements. Areas of intensification around the city are supported through various transport programmes, notably improvements to the public transport and cycling network, which become more viable through intensification. However, growth is also likely to lead to reductions in the level of service and capacity on the transport network, which will result in increasing delays and congestion. Over the next 10 years Council is investing \$551.8 million in upgrading roads, footpaths and road infrastructure, and a further \$746 million on operational costs.

Selwyn

Wastewater - The East Selwyn Sewer Scheme has capacity, with additional upgrades planned and undertaken when population thresholds are met or where developers need to extend sewer mains and install lateral connections at the time of subdivision. Further, master planning and supporting Development Contribution policies are in place in the 2015-25 LTP.

Water Supply - Generally, bulk water infrastructure is planned and will be constructed as required, with developers needing to extend water mains and install lateral connections to the primary network at the time of subdivision. Further, master planning and supporting Development Contribution policies in place in the 2015-25 LTP. Some development areas in Lincoln, Rolleston, and Prebbleton require water supply and utility upgrades, which are programmed for upgrades by 2028. Developers have an option to progress these upgrades privately within a shorter timeframe in response to the timing and sequencing of development.

Stormwater - Generally, stormwater capacity is available or possible for all sites that have been zoned for development with an Integrated Stormwater Management System established in Lincoln.

Transport - Urban areas have access to transport links, including the Main Trunk and Midland Lines and State Highway 1, 73 and 75. The Southern Motorway extension and Four-Laning of State Highway 1 to Rolleston has recently been completed. Future growth is enabled through progressive upgrades to transport links, which have been either undertaken or are programmed to ensure there is sufficient capacity within the strategic transport network to accommodate growth needs over time.

Waimakariri

Wastewater - Generally, there is wastewater capacity across the urban areas. Several rural-residential areas require upgrade and ongoing work to increase capacity is either underway or programmed for works.

Water Supply - Generally, there is water supply capacity. Several rural-residential areas require upgrade and ongoing work to increase capacity is either underway or programmed for works.

Stormwater - Generally, there are no stormwater constraints. Areas, such as East Rangiora and Ravenswood will require Stormwater Management Plans for development.

Transport - Generally, throughout Waimakariri, urban areas have access to transport links, including the Main Trunk (State Highway 1 and 71). The Northern and Western Corridor improvements were recently completed. Identified areas of future growth are aligned to upgrades to transport links, which have been either undertaken or programmed to integrate development in the strategic transport network.

Additional Infrastructure

Policy 10 of the NPS-UD states that councils should also engage providers of development infrastructure and additional infrastructure to achieve integrated land use and infrastructure planning. Additional infrastructure covers other providers that met a broader need, it is defined as:

- public open space;
- community infrastructure (as defined in section 197 of the Local Government Act 2002);
- land transport (as defined in the Land Transport Management Act 2003) that is not controlled by local authorities;
- social infrastructure, such as schools and healthcare facilities;
- a network operated for the purpose of telecommunications (as defined in section 5 of the Telecommunications Act 2001); and
- a network operated for the purpose of transmitting or distributing electricity or gas.

Government departments who provide development and additional infrastructure include:

- Kāinga Ora Homes and Communities as providers of public housing and partners with the development community, Māori, local and central government on urban development projects.
- Department of Conservation as providers of large public open space;
- Ministry of Social Development as providers of social infrastructure;
- Waka Kotahi as providers of land transport;
- Ministry of Education as providers of schools;
- Ministry of Health as providers of healthcare.

As part of the next steps (Phase 2) to the HCA the additional infrastructure providers will be engaged to identify whether there are any constraints to the long-term development capacity. Government departments will be involved with the development of the Greater Christchurch Spatial Plan (next Future Development Strategy) and it is through this process that any capacity issues and opportunities regarding housing, social, health and transport infrastructure will be identified, further assessments undertaken, and required responses agreed.

Reasonable Expected to be Realised and Infrastructure Ready Capacity

Table 42: Reasonably Expected to be Realised Urban Capacity

Urban Capacity	Short 2021 – 2024	Medium 2021 – 2031	Long 2021 – 2051
Waimakariri	14,914	14,914	14,914
Christchurch	94,000	94,000	94,000
Selwyn	22,067	22,067	23,022
Total	131,301	131,301	132,256

7.5.4. Feasible Capacity

The feasible calculation is based on the previously developed MBIE/MfE Feasibility Tool. Feasibility is in two stages, land development and build development. Feasible is defined in the NPS-UD as the following:

Table 43: NPS-UD Feasibility Timeframes and Implications

Timeframe	Includes
Short	Commercially viable to a developer based on the current relationship between costs and revenue.
Medium	Commercially viable to a developer based on the current relationship between costs and revenue.
Long	Commercially viable to a developer based on the current relationship between costs and revenue, or any reasonable adjustment to that relationship.

The approach to modelling commercial feasibility is based on a number of assumptions that can be altered to produce different results.

The Land Development Model uses the MBIE/MfE Feasibility Tool as its base. This outlines a range of costs to be considered in calculating the commercial viability of a development of land to a subdivided section. This calculation determines whether the section sales price is sufficient to cover the cost of development. Costs were undertaken by Harrison Grierson on behalf of the partnership, and these are outlined in the supporting documents. Land values and sales prices were sourced from QV and developers. Land Development was applied to greenfields within the district that are undeveloped, with the assumption that greenfield currently underway are feasible. The value of each land holding within a typical greenfield can vary dependent on the size of the lot and the proximity to existing urbanised areas. A standardised land value (at square metre) for each greenfield is generally not consistent across the various land parcels in each greenfield. For example, a land parcel with an existing house is generally worth more per square metre than a land parcel without a dwelling. Smaller land parcels also trend towards a higher square metre value than larger land parcels. The Build Development Model uses the MBIE/MfE Feasibility Tool as its base. This outlines a range of costs involved in building to be considered in calculating the commercial viability of building a dwelling on a section. The calculation determines whether the dwelling price is sufficient to cover the costs of development. Costs were provided by WTP on behalf of the partnership, and these are outlined in the supporting documents. Capital values, last sales and zoning provisions from the councils and sale price information from QV. Redevelopment sites are the existing cadastral boundaries of sites within the residential zoned areas. The Build Development Model did not include an assessment of land development costs. All development sites were considered to be acceptable to develop for housing without the need for land development work (e.g., sites are serviced for infrastructure and do not require earthworks for stormwater attenuation), although site preparation work is assumed to be required (e.g., removal of existing dwellings and other structures, site clean-up).

Financial Data from Stats NZ³¹ helps show income and expenditure and profit from land development and subdivision and house construction. In 2019, the average profit in land development was 23%, whereas for house construction it was 6.6%. These percentages have been used in the feasibility assessments.

Christchurch Feasibility Assessment

The MfE Feasibility Tool was used as the basis for assessing both redevelopment and new greenfield capacity. Land value (or purchase cost) remains a key determinate of the feasibility for greenfield development. Two approaches were taken; the first of these was to assume the rated Capital Value was a proxy for the land value. The second approach was to apply a land value calculated from examining the pattern of historic subdivision in one example greenfield area (this being the South Halswell Outline Development Plan Area – refer to Christchurch District Plan, Chapter 8 Appendix 8.10.20). The land value was then adjusted to account for the proportion of the parcel occupied by an existing dwelling and/or ancillary buildings.

The improvement value component was subtracted from the capital value of the land parcel as a whole and assigned to a smaller section encompassing the improvement. The capital value of the remainder of the land parcel then better reflected the actual land cost to developers (essentially the improvement value component of the purchase could be sold again, albeit on a smaller section thereby cancelling out some the cost). In almost all Christchurch greenfield developments, the rural dwelling and surrounds are subdivided off prior to or part of the land development. The result being that on average the land value input equated to only 75 percent of the overall recorded capital value for any one land parcel in a greenfield area.

The MfE Building Development Model is the basis for establishing the feature, attribute and value inputs into a GIS-based redevelopment model that has been used to assess feasible capacity for the existing urban area. Essentially, the GIS-based model replicates the process of the Building Development Model for each potential development site within Christchurch, taking into account the rules of the District Plan, the underlying value of the land and improvements, existing development and development costs, and then applying a series of test development typologies appropriate for the zone and based on recent development outcomes (including the sale price developers are typically setting). The outcomes of typology testing are then compared to determine which the most feasible development is, and this determines what the housing yield is for a site. The parameters for development are:

³¹ <https://statisticsnz.shinyapps.io/bpbench/>

- Where there is more than one feasible development typology per site, the typology with the highest profit is selected to determine the housing yield.
- Development typologies assessed are based on averages of key attributes of observed development outcomes in the each assessed zone from the last two years of development activity.
- Recession plane deductions for upper-level floor space has been estimated.
- Minimum subdivision size for each zone applies (where appropriate).
- Demolition costs are based on existing building(s) footprint in each parcel and includes accessory buildings. These are estimated from building footprint data which is based on aerial photography approximations. A standard square meter cost has been applied, therefore the approach does not take into account site or building specific attributes that may increase the cost of demolition.
- Each redevelopment site is assumed to be cleared (i.e., this is not an assessment of infill development, and no existing structures are retained).
- The Technical Category of the land determines the foundation cost to apply.

For redevelopment in Christchurch within the RMD, RSDT and RCC zones, the patterns of development since the 2018 Capacity Assessment suggest the market has become more aligned with what can be delivered in the post-2016 District Plan Review zones (these being more enabling of intensification). A townhouse typology of two storey, two/three-bedroom, multi-unit homes is currently the typical development outcome for the RMD and RSDT zone, and (in a more dense and often higher form) a typical development in the RCC zone. This typology delivers consistently medium density development, well in excess of the zone minimum density for the RMD and RCC zones. The RSDT zone does not require a minimum density yield, but density outcomes are above historical yields. It has been observed (through consents) that density outcomes do tend to increase where larger and/or amalgamated sites are developed, however the development typology outcomes are broadly the same.

Sales price tends to be generally consistent between developments in the same area and has seen significant growth in recent months. For the Central City, developers are increasingly building projects with fewer car parks than the number of homes or in some cases no car parks. This has increased the overall densities being achieved, even where townhouse typologies are being used in the Central City. Developers are investing more widely across the Central City, including within the Central City Mixed Use zones (the capacity of which was not assessed in 2018) achieving similar development outcomes as for the RCC zone.

Recent patterns of development have formed the basis for the Christchurch modelled typologies assessed (see Table 46), which do differ from those tested in the previous 2018 Capacity Assessment.

Table 44: Christchurch Typology Sensitivity Tests

Zone	Typical Typology	Others Tested
RSDT	One/Two storey townhouse, 70 to 80 square meters, single carpark	Subdivision for zone minimum, detached single storey dwelling.
RMD	Two/Three storey townhouse, 70 to 105 square meters, single carpark	Low-rise, walk-up apartment (three storey)
RCC	Two/Three storey townhouse, 70 to 105 square meters one/no parking	Low-rise and mid-rise apartment (up to five storey)
CCMU	As RCC	As RCC
Other Zones	For infill and subdivision detached dwellings in new separate sites.	

The modelled feasible capacity for Christchurch has maximised feasibility within the development potential enabled by the plan. This does not in itself lead to built outcomes. Other scenarios where model inputs are reflective of real-world development outcomes, will produce a lower level of overall feasibility. It is possible that upon full redevelopment and development of urban areas, the actual realised density will fall between the reported feasible and expected calculations. Noting however, as

stated for Christchurch there have been exclusions from the assessment which if included are likely to increase capacity.

Selwyn and Waimakariri Feasibility Assessment

The Selwyn and Waimakariri growth models also assess feasibility. The model considers building costs, land values, sales revenues, and industry average profit margins. This considers feasibility of infill, redevelopment, and greenfield. Generally, this is a financial tool that tests whether development could return a profit. The feasibility assessment covers land development, greenfield buildings, and brownfield buildings.

For more information on how growth model process, see Appendix 3: Formative Model Process.

7.5.5. Summary of Feasible Capacity

Table 45: Feasible Urban Capacity

Urban Capacity	Short 2021 – 2024	Medium 2021 – 2024	Long 2021 – 2051
Waimakariri	5,950	5,950	14,450
Christchurch	94,000	94,000	94,000
Selwyn	11,550	11,550	24,100
Total	111,500	111,500	132,550

7.5.6. Take-Up

This section summaries the rates of take-up over the past 10 years as the basis to then estimate future rates of take-up. This shows net new dwellings by TA. This informs the 'reasonably expected to realised' section in two ways, providing understanding of current development, as well as understanding development that is occurring but not modelling as feasible. The 2011 earthquakes significantly affected take-up rates for Christchurch City, particularly in terms of redevelopment of the existing urban area (i.e., new dwellings achieved through intensification). Consequently, using a 10-year average take-up rates will produce abnormal results and therefore a longer range of take-up rates have been used to smooth out inconsistencies. The information below is collated and released by Stats NZ³². Multi-Unit contains what Stats NZ classifies as: apartments; retirement village units; townhouses; flats; and other.

Table 46: Take-Up across TAs

Year	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Waimakariri Total	562	429	341	457	527	1,071	1,248	961	633	730	551	694	638	551	895	832
Waimakariri Standalone	526	401	312	423	478	1,045	1,127	819	577	465	524	579	587	515	839	753
Waimakariri Multi-Unit	36	28	29	34	49	26	121	142	56	265	27	115	51	36	56	79
Christchurch Total	2,381	1,286	1,250	1,492	980	1,511	2,539	4,389	3,969	3,211	2,522	2,356	2,686	2,982	4,005	5,212
Christchurch Standalone	1,305	798	840	1,071	710	967	1,868	3,115	2,303	1,914	1,475	1,248	1,305	1,480	1,612	1,755
Christchurch Multi-Unit	1,076	488	410	421	270	544	671	1,274	1,666	1,297	1,047	1,108	1,381	1,502	2,393	3,457
Selwyn Total	740	506	394	394	443	772	1,274	1,318	1,231	1,261	1,257	1,034	1,288	1,726	1,928	1,926
Selwyn Standalone	724	497	387	393	439	766	1,270	1,284	1,210	1,179	1,227	1,016	1,258	1,605	1,763	1,746
Selwyn Multi-Unit	16	9	7	1	4	6	4	34	21	82	30	18	30	121	165	180
3 TAs Total	3,683	2,221	1,985	2,343	1,950	3,354	5,061	6,668	5,833	5,202	4,330	4,084	4,612	5,259	6,828	7,970
3 TAs Standalone	2,555	1,696	1,539	1,887	1,627	2,778	4,265	5,218	4,090	3,558	3,226	2,843	3,150	3,600	4,214	4,254
3 TAs Multi-Unit	1,128	525	446	456	323	576	796	1,450	1,743	1,644	1,104	1,241	1,462	1,659	2,614	3,716

Observations – Christchurch redevelopment

Building consent data continues to show a strong uptake of redevelopment capacity in the Christchurch zones that enable intensification. This is particularly evident in the inner-suburbs, close to the Central City. The Central City has also seen development activity increase in the last two years. Consequently, most new homes supply in Christchurch is now from redevelopment rather than greenfield.

³² <https://www.stats.govt.nz/information-releases/building-consents-issued-december-2022/>

Analysis of Take Up compared to Feasibility

The current take-up within the TAs shows all areas experience positive growth, it also shows why what is reasonably expected to be realised is also feasible. Additional analysis of take-up is found in section 6.1.

8. NPS-UD Requirements and Response

There are several changes to this HCA following the previous capacity work that aligns with feedback received and the change in National Policy Statement.

NPS-UD changes from NPS-UDC

This table highlights the key changes between the national policy statements and how Greater Christchurch has responded to it.

Table 47: Changes between NPS-UDC and NPS-UD

Change	Response
Implementation 3.21 seeks engagement with development sector, providers of infrastructure, and others with important information.	The partnership has commissioned a development sector survey to invite responses on capacity and future development
Implementation 3.23 seeks analysis of how planning and infrastructure decisions impact the competitiveness and affordability of the local housing market for different groups of the community.	This capacity assessment contains sections relating to monitoring, affordability, housing need, preferences, and trade-offs, influencing factors, and specific community demand such as Māori housing demand and other migrant demand. This information will help inform planning decisions.
Implementation 3.24 (1), 3.25 (2), and 3.27 (2) requires assessing demand, development capacity, and sufficiency of capacity by type and location.	This capacity assessment provides analysis of demand by territorial authority and typology and includes the competitiveness margin.
Implementation 3.24 (5) requires a range of demand projections must be produced, with the most likely projection identified for each of the short, medium, and long terms. Assumptions, reasons for projections and the most likely projection to be set out.	This capacity assessment outlines a range of projections with analysis as to what projection is most likely.
Implementation 3.25 (1) (c) and 3.26 seeks feasibility estimates of housing development capacity based on the current relationship between costs and prices, with flexibility to alter this relationship for long-term feasibility.	Feasibility assessment first uses the current relationship between costs and prices for the medium term. Long-term feasibility models potential changes in sales and costs.
Implementation 3.26 highlights options and examples to calculate housing development capacity that is feasible and reasonably expected to be realised, and ensuring transparency of methods, inputs, and assumptions.	Reasonably expected to be realised is based on current development trends to help inform what is likely to be built. Feasibility tests whether this is commercially viable.

Changes from Previous Capacity Assessments

The following table shows feedback received and how Greater Christchurch has responded to it.

Table 48: Changes

Change	Response
CEAG Memo 24th March 2020 – Appendix C	
Assessment of the most appropriate projection	There is ongoing need to check whether the chosen projection is appropriate. This capacity assessment outlines why the projection is chosen and this needs to be tested against take-up and future Stats NZ information.

Transfer of demand for smaller, multi-unit dwellings across Greater Christchurch. Does reappportioning demand change the demographic profile?	This capacity assessment does not reappportion demand rather it outlines the scale of response the FDS addresses. There needs to be care in reappportioning growth around the 3 TAs and what that means for the demographic profile. Increasing growth in one TA also needs to address the change in demographic profile this will cause.
Projected rural demand influencing urban analysis	This issue is less critical with the change from Stats NZ Area Units to Statistical Area 2. This capacity assessment looks at demand for all the 3 TAs but identifies urban demand. Rural demand provides a complete profile of the area that will help inform spatial planning. Any specific rural-residential demand that occurs in smaller areas than captured in the SA2 will require specific future investigation.
MfE Feedback on 2017 HCA	
Use of alternative projection from Stats NZ Medium Projection	The NPS-UD changed the requirement for using Stats NZ Medium Projection. This capacity assessment outlines what projection is chosen and the justification for that. Ongoing monitoring is needed, and projections or alternate scenarios can be calculated.
Feasibility assessment and sensitivity analysis	The feasibility methodology is well-documented including the assumptions on costs and prices and development. These assumptions have been sensitivity checked for potential influence on feasibility.
Take-up information linked	Take-up informs the 'reasonably expected to be realised' and offers alternate information to feasibility. Take-up continues to be monitored by each Council.
Use of Market Indicators	This capacity assessment outlines some key market indicators and discusses the trends, however, the development of a monitoring approach and its integration into the assessment needs future work.
MfE Feedback on 2021 HCA	
More information on the 'factors of attraction' and quality of life or business	Additional work has been added to Section 7.3.4
More information on assumptions underlying projections, such as migration and household size.	Additional work has been added to 7.4.1
More information on the impact of planning decisions on affordability	Additional work has been added to Section 5 and 6
More information on the impact of infrastructure on affordability	Additional work has been added to Section 5 and 6
Investigate price efficiency and implications for a competitive land market	Additional work has been added to Section 7.3.1
Further discussion on the likely impact on Māori	Additional work has been added to Section 7.3.3
Discussion on the impact of inter-regional migration on	Additional work has been added to Section 7.3.6 and 7.4.1

demand, especially post-quake, and how much house prices are a pull factor	
Analysis of location choice (demand and capacity) at a more granular geographic level	Work to show more granular level is to be completed.
More analysis of what the data and developer feedback suggest.	Additional work has been added to Section 5 and 6
Input data costs shown, including land values and sales price, and example modelling process for transparency	Examples have been added through Section 7.5

The following table outlines how the NPS-UD requirements are met. The relevant parts of the NPS-UD can be found in Appendix 1: NPS-UD Objectives and Policies.

Table 49: How NPS-UD requirements are met

NPS-UD Requirement	Where it is Met:
3.2 Sufficient development capacity for housing	Section 3
3.4 Meaning of plan-enabled and Infrastructure ready	Section 7.5.3
3.5 Availability of additional infrastructure	Section 0
3.9 Monitoring requirements	Section 7.3.1
3.10 Assessing demand and development capacity	Section 5
3.19 Obligation to prepare HBA	This report meets timeframes and demonstrates collaboration
3.20 Purpose of HBA	Section 2
3.21 Involving development sector and others	Section 7.2
3.22 Competitiveness Margin	Section 7.4.6
3.23 Analysis of housing market and impact on planning	Section 7.3
3.24 Housing demand assessment	Section 7.4
3.25 Housing development capacity assessment	Section 7.5
3.26 Estimating what is feasible and reasonably expected to be realised	Section 7.5.2 and Section 7.5.4
3.27 Assessment of sufficient development capacity for housing	Section 3

9. Further Work

The following is a list of key work to be undertaken.

Table 50: Further Work

Further Work
Show capacity and demand by sub-area
Re-visiting methodology, in terms of consistency and detail
Investigate viability of a single growth model
Additional work understanding capacity availability, especially in the short-term
Update projections against any new Stats NZ information and any alternate options
Improve monitoring and the potential of a dashboard

Appendix 1: NPS-UD Objectives and Policies

Objective 1 - New Zealand has well-functioning urban environments that enable all people and communities to provide for their social, economic, and cultural wellbeing, and for their health and safety, now and in the future.

Objective 2 - Planning decisions improve housing affordability by supporting competitive land and development markets.

Objective 6 - Local authority decisions on urban development that affect urban environments are:

- a. integrated with infrastructure planning and funding decisions; and
- b. strategic over the medium term and long term; and
- c. responsive, particularly in relation to proposals that would supply significant development capacity.

Objective 7 - Local authorities have robust and frequently updated information about their urban environments and use it to inform planning decisions.

Policy 2 – Tier 1, 2, and 3 local authorities, at all times, provide at least sufficient development capacity to meet expected demand for housing and for business land over the short term, medium term, and long term.

Policy 10 – Tier 1, 2, and 3 location authorities:

- a. that share jurisdiction over urban environments work together when implementing this National Policy Statement; and
- b. engage with providers of development infrastructure and additional infrastructure to achieve integrated land use and infrastructure planning; and
- c. engage with the development sector to identify significant opportunities for urban development.

Subpart 1 – Providing development capacity

3.2 Sufficient development capacity for housing

1. Every tier 1, 2, and 3 local authority must provide at least sufficient development capacity in its region or district to meet expected demand for housing:
 - a. in existing and new urban areas; and
 - b. for both standalone dwellings and attached dwellings; and
 - c. in the short term, medium term, and long term.
2. In order to be sufficient to meet expected demand for housing, the development capacity must be:
 - a. plan-enabled (see clause 3.4(1)); and
 - b. infrastructure-ready (see clause 3.4(3)); and
 - c. feasible and reasonably expected to be realised (see clause 3.26); and
 - d. for tier 1 and 2 local authorities only, meet the expected demand plus the appropriate competitiveness margin (see clause 3.22).

3.4 Meaning of plan-enabled and infrastructure-ready

1. Development capacity is plan-enabled for housing or for business land if:
 - a. in relation to the short term, it is on land that is zoned for housing or for business use (as applicable) in an operative district plan.
 - b. in relation to the medium term, either paragraph (a) applies, or it is on land that is zoned for housing or for business use (as applicable) in a proposed district plan.
 - c. in relation to the long term, either paragraph (b) applies, or it is on land identified by the local authority for future urban use or urban intensification in an FDS or, if the local authority is not required to have an FDS, any other relevant plan or strategy.
2. For the purpose of subclause (1), land is zoned for housing or for business use (as applicable) only if the housing or business use is a permitted, controlled, or restricted discretionary activity on that land.
3. Development capacity is infrastructure-ready if:

- a. in relation to the short term, there is adequate existing development infrastructure to support the development of the land.
- b. in relation to the medium term, either paragraph (a) applies, or funding for adequate infrastructure to support development of the land is identified in a long-term plan.
- c. in relation to the long term, either paragraph (b) applies, or the development infrastructure to support the development capacity is identified in the local authority's infrastructure strategy (as required as part of its long-term plan).

3.5 Availability of additional infrastructure

- 1. Local authorities must be satisfied that the additional infrastructure to service the development capacity is likely to be available.

Subpart 3 – Evidence-based decision-making

3.9 Monitoring requirements

- 1. Every tier 1, 2, and 3 local authority must monitor, quarterly, the following in relation to each urban environment in their region or district:
 - a. the demand for dwellings
 - b. the supply of dwellings
 - c. prices of, and rents for, dwellings
 - d. housing affordability
 - e. the proportion of housing development capacity that has been realised:
 - i. in previously urbanised areas (such as through infill housing or redevelopment); and
 - ii. in previously undeveloped (ie, greenfield) areas
 - f. available data on business land.
- 2. In relation to tier 1 urban environments, tier 1 local authorities must monitor the proportion of development capacity that has been realised in each zone identified in clause 3.37(1) (ie, each zone with development outcomes that are monitored).
- 3. Every tier 1, 2, and 3 local authority must publish the results of its monitoring at least annually.
- 4. The monitoring required by this clause must relate to the relevant urban environments, but may apply more widely (such as, for example, where the relevant data is available only on a region or district-wide basis).
- 5. If more than one tier 1 or tier 2 local authority has jurisdiction over a tier 1 or tier 2 urban environment, those local authorities are jointly responsible for doing the monitoring required by this subpart.

3.10 Assessing demand and development capacity

- 1. Every local authority must assess the demand for housing and for business land in urban environments, and the development capacity that is sufficient (as described in clauses 3.2 and 3.3) to meet that demand in its region or district in the short term, medium term, and long term.
- 2. Tier 1 and tier 2 local authorities comply with subclause (1) in relation to tier 1 and tier 2 urban environments by preparing and publishing an HBA as required by subpart 5.

Subpart 5 – Housing and Business Development Capacity Assessment (HBA)

3.19 Obligation to prepare HBA

- 1. Every tier 1 and tier 2 local authority must prepare, and must make publicly available as required under the Local Government Act 2002, an HBA for its tier 1 or tier 2 urban environments every 3 years, in time to inform the relevant authority's next long-term plan.
- 2. The HBA must apply, at a minimum, to the relevant tier 1 or tier 2 urban environments of the local authority (ie, must assess demand and capacity within the boundaries of those urban environments), but may apply to any wider area.
- 3. If more than one tier 1 or tier 2 local authority has jurisdiction over a tier 1 or tier 2 urban environment, those local authorities are jointly responsible for preparing an HBA as required by this subpart.

3.20 Purpose of HBA

- 1. The purpose of an HBA is to:
 - a. provide information on the demand and supply of housing and of business land in the relevant tier 1 or tier 2 urban environment, and the impact of planning and infrastructure decisions of the relevant local authorities on that demand and supply; and

- b. inform RMA planning documents, FDSs, and long-term plans; and
- c. quantify the development capacity that is sufficient to meet expected demand for housing and for business land in the short term, medium term, and long term.

3.21 Involving development sector and others

1. In preparing an HBA, every tier 1 and tier 2 local authority must seek information and comment from:
 - a. expert or experienced people in the development sector; and
 - b. providers of development infrastructure and additional infrastructure; and
 - c. anyone else who has information that may materially affect the calculation of the development capacity.

3.22 Competitiveness margin

1. A competitiveness margin is a margin of development capacity, over and above the expected demand that tier 1 and tier 2 local authorities are required to provide, that is required in order to support choice and competitiveness in housing and business land markets.
2. The competitiveness margins for both housing and business land are:
 - a. for the short term, 20%
 - b. for the medium term, 20%
 - c. for the long term, 15%.

Housing 3.23 Analysis of housing market and impact of planning

1. Every HBA must include analysis of how the relevant local authority's planning decisions and provision of infrastructure affects the affordability and competitiveness of the local housing market.
2. The analysis must include an assessment of how well the current and likely future demands for housing by Māori and different groups in the community (such as older people, renters, homeowners, low-income households, visitors, and seasonal workers) are met, including the demand for different types and forms of housing (such as for lower-cost housing, papakāinga, and seasonal worker or student accommodation).
3. The analysis must be informed by:
 - a. market indicators, including:
 - i. indicators of housing affordability, housing demand, and housing supply; and
 - ii. information about household incomes, housing prices, and rents; and
 - b. price efficiency indicators.

3.24 Housing demand assessment

1. Every HBA must estimate, for the short term, medium term, and long term, the demand for additional housing in the region and each constituent district of the tier 1 or tier 2 urban environment:
 - a. in different locations; and
 - b. in terms of dwelling types.
2. Local authorities may identify locations in any way they choose.
3. Local authorities may identify the types of dwellings in any way they chose but must, at a minimum, distinguish between standalone dwellings and attached dwellings.
4. The demand for housing must be expressed in terms of numbers of dwellings.
5. Every HBA must:
 - a. set out a range of projections of demand for housing in the short term, medium term, and long term; and
 - b. identify which of the projections are the most likely in each of the short term, medium term, and long term; and
 - c. set out the assumptions underpinning the different projections and the reason for selecting the most likely; and
 - d. if those assumptions involve a high level of uncertainty, the nature and potential effects of that uncertainty.

3.25 Housing development capacity assessment

1. Every HBA must quantify, for the short term, medium term, and long term, the housing development capacity for housing in the region and each constituent district of the tier 1 or tier 2 urban environment that is:

- a. plan-enabled; and
 - b. plan-enabled and infrastructure-ready; and
 - c. plan-enabled, infrastructure-ready, and feasible and reasonably expected to be realised.
 - 2. The development capacity must be quantified as numbers of dwellings:
 - a. in different locations, including in existing and new urban areas; and
 - b. of different types, including standalone dwellings and attached dwellings.
- 3.26 Estimating what is feasible and reasonably expected to be realised
- 1. For the purpose of estimating the amount of development capacity that is reasonably expected to be realised, or that is both feasible and reasonably expected to be realised, local authorities:
 - a. may use any appropriate method; but
 - b. must outline and justify the methods, inputs, and assumptions used to arrive at the estimates.
 - 2. The following are examples of the kind of methods that a tier 1 local authority could use to assess the amount of development capacity that is feasible and reasonably expected to be realised:
 - a. separately estimate the number of feasible dwellings (using a feasibility model) and the number of dwellings that can reasonably be expected to be realised (using building consents data on the number of sites and extent of allowed capacity that has been previously developed), for the short, medium and long term; compare the numbers of dwellings estimated by each method; then pick the lower of the numbers in each time period, to represent the amount of development capacity that is feasible and reasonably expected to be realised
 - b. estimate the number of feasible dwellings or sites, and then assess the proportion of these that can reasonably be expected to be developed in the short, medium and long term, using information about landowner and developer intentions.
 - c. integrate information about past development trends and future landowner and developer intentions into the feasibility model, which could mean modifying assumptions about densities, heights, and timing of development.
 - 3. The following is an example of the kind of methods that a tier 2 local authority could use to assess the amount of development capacity that is feasible and reasonably expected to be realised:
 - a. assess the number of dwellings that can reasonably be expected to be developed (using building consents data on the number of sites and extent of allowed capacity that has been developed previously), for the short, medium and long term; and
 - b. then seek advice from the development sector about what factors affect the feasibility of development.
 - 4. Different methods may be appropriate when assessing the development capacity that is reasonably expected to be realised in different circumstances, such as:
 - a. in existing, as opposed to new, urban areas; and
 - b. for stand-alone, as opposed to attached, dwellings.
- 3.27 Assessment of sufficient development capacity for housing
- 1. Every HBA must clearly identify, for the short term, medium term, and long term, where there is sufficient development capacity to meet demand for housing in the region and each constituent district of the tier 1 or tier 2 urban environment.
 - 2. The requirements of subclause (1) must be based on a comparison of:
 - a. the demand for housing referred to in clause 3.24 plus the appropriate competitiveness margin; and
 - b. the development capacity identified under clause 3.25.
 - 3. If there is any insufficiency, the HBA must identify where and when this will occur and analyse the extent to which RMA planning documents, a lack of development infrastructure, or both, cause or contribute to the insufficiency.

Appendix 2: Methods, Inputs, and Assumptions

The caveats and contextual considerations are as follows:

1. The modelled results provide a range of possible scenario outcomes. They are not however the exhaustive output of all scenario's possible outcomes. Other scenarios, using different model inputs may be considered and therefore the context of each scenario (the parameters of the model run) should be understood and carefully considered.
2. For the purposes of establishing a base assessment approach, the MBIE guidance recommends an approach where a commercially viable development is one that achieves a 20% profit margin using the residual valuation approach to feasibility assessment. However, as set out in this report, in reaching a conclusion on feasibility and housing sufficiency, variations to the 20% profit margin approach have been developed to better recognise local and actual market parameters. Where a 20% profit margin is reached, it is more likely that the tested development will be realised. However, this approach does not necessarily mean that development scenarios where a lesser profit margin is achieved will and are not already being realised (built).
3. Estimating a price for finished dwellings across a large range of size and typology is fraught with opportunity for error resulting in over or understating dwelling prices. Sales data provides a useful starting point but does not contain the resolution of detail, particularly around quality of build. Dwelling size is recorded in sales data but again this is only an indicative measure that does not account for shared space or how a dwelling may be set out (e.g. to determine the number of bedrooms).
4. Build costs have been estimated and applied to all developments. In reality, the square metre build costs will vary within typologies as well as between typologies. For example, all other factors being equal, the relationship between wall area and roof area is such that an apartment block on a regular shaped square site will be cheaper to construct than a similarly sized apartment block on an irregular shaped or thinner, rectangular shaped site. As modelled, the feasibility assessment cannot take site shape into account, only site size. To do so would require a more complex spatial model and further work to estimate a wider range of estimated costs to match a much wider variety development typologies to match different sites.
5. Building costs used in the feasibility model are based on those from Quarter 4 2020 (being the most up-to-date costs at the time the redevelopment capacity assessment work was commenced in early 2021). It is acknowledged that in the first half of 2021 the costs of some construction materials have increased significantly and therefore the feasibility of some developments may have changed. Land development costs used in the greenfield models were assessed more recently and do partially reflect the costs inflation of 2021 (while noting the cost inflation continues to be an issue for the construction industry)
6. The skills, attributes and capacity of the developer are also a significant factor in development. The model does not differentiate across different scales of development companies or account for different types of construction techniques or processes that a developer may be able to bring to a project. Some developers may be able to reduce or minimise certain costs where economies of scale may be realised or some functions are undertaken in-house, in so doing helping to reduce fees or professional costs. Other developers may be in the position to minimise borrowing costs or minimise the additional cost of capital that must be applied to various components of development through, for example, the minimisation of contingencies through project management and cost controls. Ultimately, these factors may translate into a reduced profit margin expectation at project outset, i.e., a particular project may be feasible for one developer, but not for another.
7. The demand methodology relies upon Stats NZ unconstrained population projections where externalities such as planning interventions, capital works improvements, Government policy, unforeseen global and social change and future technologies are unable to be factored into the 30-year projections.

In respect to Christchurch only:

1. The model is largely a financial tool that uses some spatial attributes of sites to determine the value of some model inputs. It is a two-dimensional assessment that does not account fully for the effects of three dimensional development constraints. These include, for example, the effects of slope across a development site or between development sites. The impact of slope

is particularly significant for development sites in the Residential Hills and Residential Banks Peninsula zones. Consequently, the feasible capacity results for the Port Hills and Lyttelton Harbour study area divisions should be considered to have a significant margin of error. The effect of recession planes has been estimated using a simplified spatial modelling approach.

2. The analysis has not been able to consider likely improvements to commercial feasibility achieved through site amalgamation and the use of the Community Housing Redevelopment Mechanism (which provides for medium density developments across the city where it meets certain criteria). Comprehensive developments (which have and continue to be developed) on larger sites typically yield a higher density of houses while allowing for some efficiencies in land development and build costs. This assessment has also not assessed the commercial viability of minor residential units and older persons housing units, which are enabled in most Christchurch residential zones.

Appendix 3: Formative Model Process

Capacity Assessment – Plan Enabled, Infrastructure Ready, Reasonably Realised, Feasible

The capacity assessments used in this profile are produced from our proprietary Geospatial Property Model (“GPM”). The GPM provides estimates of the amount of additional dwelling and business floorspace that can be developed on each property within the urban areas of the district. The PSM applies a two-stage process, involving a first stage of GIS processing of properties to establish the nature of each property and a second stage that estimates the different types of capacity (as required in the National Policy Statement on Urban Development).

For stage 1, a geospatial analysis was conducted to draw together data for all the properties within the urban areas that could be used for residential and business activities. The geospatial analysis had the following steps:

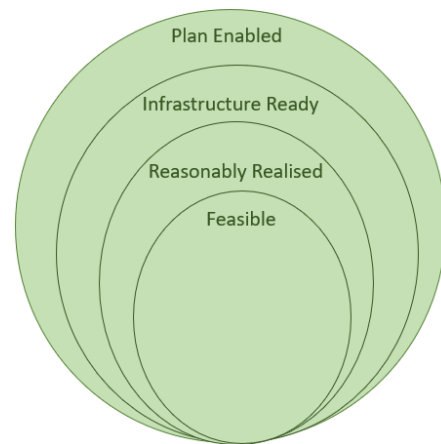
- ❖ **Urban Land:** extract land that is currently zoned urban or expected to be zoned urban. A spatial join between LINZ primary parcels (which is a complete and unique record of all land) and the District Plan zones and any proposed new urban areas. The output from this step is a set of parcels that can be used for urban activities.
- ❖ **Developable Urban Land:** remove land that cannot be used for residential and business activities, which includes roads, waterways, openspace, reserves, walkways, rail lines, cemeteries, places of worship, special purpose activities (universities, schools, military, ports, airports, hospitals, etc). The output from this step is a set of parcels that are developable for residential and business activities.
- ❖ **Developable Urban Properties:** establish the nature of the activity that is currently located on each developable urban property. Spatially join data to each property, which includes building footprints, rateable property, building consents, and land use surveys. This step also included both desktop and field trip validation of the data sets, with a focus on new activity in known development areas – both business and residential. The output from this step is a set of properties that are developable for residential and business activities, along with existing activities.



The Developable Urban Properties are a critical element of the assessment as it forms the baseline from which the Capacity Assessment is conducted. Much of the processing conducted in the Capacity Assessment is focused on ensuring that information recorded for each of the Developable Urban Properties is accurate and contemporary.

For stage 2, the assessment calculates the different types of capacity as required under the NPSUD which includes Plan Enabled, Infrastructure Ready, Reasonably Realised, and Feasible. The following steps were used to estimate each of the capacity types:

- ❖ **Plan Enabled:** applies the District Plan rules to establish the maximum theoretical capacity that can be developed on each urban site, which includes height limits, setbacks, minimum lot size, etc.
- ❖ **Infrastructure Ready:** draws from Council's infrastructure information and planning to establish the capacity that will be serviced.
- ❖ **Reasonably Realised:** draws from recent developments, both consents and 224c subdivisions to establish the development patterns that are being realised by the market.
- ❖ **Feasible:** is calculated using building cost, land values, and sales revenue information, along with industry average profit margins. The modelling was conducted for intensification, infill, and greenfield developments.



The output of the Capacity Assessment is a property-level estimate of the potential development that could be accommodated in the urban parts of the District. This includes capacity estimates for the short-medium term and long term, as required in the NPSUD.

A key benefit of the Inform Capacity Profile is that users can readily input changes and generate new up-to-date outputs. While the Capacity Assessment has been developed using the best available information, it is important to understand that aspects can and will change in the future. The Inform Capacity Profile allows for flexibility, either in terms of the ability to modify the planning rules in the "Assumption" tab or directly modify specific properties (e.g. change zone).

❖ Capacity for Growth Model

The Capacity for Growth Model ("CFGM") compares the expected demand for dwellings and business floorspace with the supply within the urban parts of the district, to establish whether there is sufficient capacity to accommodate the expected growth. The demand is drawn from the Formative's Population and Economic profile, while the supply is drawn directly from the Capacity Assessment. The CFGM applies a two-stage process, involving a first stage that converts demand to types and locations within the urban areas and a second stage that assesses whether there is sufficient supply to accommodate the demand (as required in the NPSUD).

The first stage is to assess and convert the demand into key typologies and locations within the urban areas. In summary, this stage takes the demand from Formative's Population and Economic profile and converts it into typologies and locations, which can then be compared to the Capacity Assessment. The following steps were applied in the conversion:

- ❖ **Dwelling demand:** the total dwellings are converted into types of dwellings, standalone and attached using a set of assumptions – which have been set as baseline preferences observed in the census and can be varied to allow the user to test different scenarios. These dwellings are then allocated spatially to urban areas in the District based on the observed patterns in building consents, which can be varied to allow the user to test different scenarios.
- ❖ **Business demand:** the demand for business land is converted into types of land commercial, retail and industrial, using the observed preferences for each industry for different types of land. The demand is then allocated spatially to urban areas in the District according to either dwelling growth (retail and commercial) or according to available capacity (industrial).

The output of this step is detailed demand by typology and location, for both dwellings and business land.

The second stage is to assess the sufficiency of the supply to meet demands, which compares the demand from the first stage with the supply from the Capacity Assessment. The CFGM applies the Competitiveness Margin, as defined in the NPSUD, which provides a measure of the minimum amount of dwellings and business land that is required to be 'Sufficient' – i.e. expected demand plus the Competitiveness Margin.

Next, the CFGM assessment compares the capacity that is feasible for each typology to the number of dwellings or business land to expected demand plus the Competitiveness Margin. In any case where the demand plus the Competitiveness Margin is greater than the supply of feasible capacity the model notes that there is insufficient capacity. The key output of this assessment is to show when and where there may be a need for more supply of developable land within the urban areas.

❖ Glossary

Competitiveness Margin	A margin, over and above the expected demand is required in the NPSUD to support choice and competitiveness in housing and business land markets. The short-medium term is defined as 20% above expected demand, while the long term is defined as 15% above expected demand.
Feasible	This means development that is commercially viable to a developer based on the relationship between costs and revenue. The short-medium term is defined as the current relationship (i.e. no inflation), while the long term is identified by applying an adjustment for expected changes in costs and revenue.

Geospatial data	combines location information (coordinates) and attribute information (the characteristics) for features, in this case, land and buildings.
GIS	A geographic information system (GIS) is a system that creates, manages, analyses, and maps all types of geospatial data. GIS can be used to establish patterns, relationships, and geographic context.
Infrastructure ready	The development activity that can be accommodated by infrastructure. The short-medium term is defined as existing or funded infrastructure, while the long term is identified in the Infrastructure strategy.
Long Term	Covers two decades after the Short-Medium-term.
Plan Enabled	The development activity that can in theory occur on a property. This means all activities that are permitted, controlled or restricted within the District Plan. The short-medium term is defined in the Operative or Proposed District Plan, while the long term is identified in the Future Development Strategy.
Property	A parcel of land, that can contain one or more premises or buildings. There is a one-to-one link between land and properties.
Reasonably Realised	The development activity that is generally achieved by the market, which is based on information from past development trends which show modifying densities and heights, as compared to the rules in the District Plan. The intensity of development achieved by the market tends to be lower than what can in theory be developed.
Short-Medium Term	Covers the coming decade, where the Short term is the coming three years and the Medium-term is the following seven years.
Sufficient	Occurs when there is at least enough capacity to meet the demand (plus the competitiveness margin) and for the short-medium and long terms. For housing, sufficiency includes of existing and new urban areas and standalone and attached dwellings. For business land sufficiency includes by business sector – commercial, retail and industrial.

Please contact us if you have any questions advanced@formative.co.nz or visit www.formative.co.nz

Plan Enabled and Reasonably Realised Capacity

The capacity model draws from the District Plan rules to establish the maximum theoretical capacity that can be developed on each urban lot, which includes height limits, setbacks, minimum lot size, etc. This assessment is conducted using a GIS spatial analysis, which models infill, redevelopment and greenfield potential and is referred to as 'Plan Enabled' capacity.

For infill development the model assesses whether an additional building platform can be fit within the lot and whether there is potential to provide a driveway. The assessment uses building outlines as compared to the land to establish if there is sufficient room for a new building platform and if a driveway can be provided for the potential building platform. This assessment does not account for land uses that may preclude accessway or building platform, for example, pools, gazebos, sheds, gardens, trees, etc which may mean that infill is not possible. There is no data available for these other constraints, and therefore they can not be considered in the model.

For redevelopment the model assesses the maximum amount of development that can be achieved assuming that existing buildings are removed. This assessment applies the minimum lot size and rounds down to the nearest whole number. The resulting redevelopment capacity is then reduced to account for the existing dwelling(s) to provide a measure of net additional capacity. The model assesses each lot in isolation and does not assess the potential development opportunity from the amalgamation of multiple lots.

For greenfield development, the model also measures the maximum amount of development that can be achieved on the land. The assessment removes a proportion of the land for non-developable uses, such as roads, parks, and other infrastructure which is assumed to be a quarter of the land.

Importantly, for the plan-enabled capacity assessment, the requirements set out in the Housing Enabling Act have resulted in a substantial increase in capacity within the residential parts of the urban areas. However, much of this capacity will not be developable in the coming decades as there is insufficient demand and the market is unlikely to develop to the level enabled in the residential zones. Generally, developers do not achieve the maximum lot densities enabled within zone, which means that the theoretical plan enabled capacity in each zone represents an upper limit on potential development that could be achieved.

The model applies 'Reasonable Realisable' development densities which are based on recent development activity within the zones. For example, a hypothetical town with greenfield areas may have seen recent developments with a density that is lower than plan enabled. The model then applies this realised density to establish the amount of density that could be achieved. The same method is applied to existing urban areas, where the density of recent brownfield developments are used to set the realised density. The setting of the Reasonable Realisable assumptions have been reviewed by council and can be modified as densities change. It is likely that the development densities which are

achieved in each zone will continue to increase in the future and that the ‘Reasonable Realisable’ development densities will need to be reviewed and increased accordingly.

Commercially Feasible Capacity

The commercial feasibility of capacity is calculated using building cost³³, land values³⁴, and sales revenue information³⁵, along with industry average profit margins³⁶. The modelling was conducted for infill, redevelopment, and greenfield developments.

Broadly, the model is similar to most feasibility tools – i.e. it tests whether a commercial developer could purchase the land, invest money to undertake development and then on-sell at a price that will return sufficient profit. The nature of this process is the same as for most feasibility models – i.e. simply a financial or accounting assessment of costs and revenues to establish whether a return is sufficient to warrant investment.

Importantly, it is not possible to model every type of developer or development type. The model is defined to test a subset of potential developments, which means that it will not provide a full picture of all the types of development that could occur in an urban area.

For example, the modelling does not assess the feasibility of Retirement Care, Government (Kāinga Ora), Community providers, and Private builds. Also the modelling assesses the outcome for the average commercial developer, which does not account for developers that are different from the average.

Also, while the test covers a reasonable range of dwelling types (63 combinations), it does not cover all potential outcomes that will be achieved in the market. The modelling tests the following development types:

- ❖ Land Development, which is subdivision of greenfield land to sell as build ready lots.
- ❖ Greenfield Building, which tests three typologies (detached, attached and townhouses), three dwelling sizes (large, medium and small) and three build qualities (premium, average and budget).
- ❖ Brownfield Building, which tests four typologies (detached, attached, townhouses and apartments), three dwelling sizes (large, medium and small) and three build qualities (premium, average and budget).

It is likely that there will be types of dwellings that are not modelled but which are feasible. Notwithstanding the coverage of the modelling, this method is likely to provide an understanding of the feasibility for most of the development in the urban area.

³³ Harrison Grierson (2021) NPSUD Input Review – Update: Land Feasibility calculator Inputs.
WTP (2021) NPSUD Input Review – Update: Build Feasibility calculator Inputs.

³⁴ Selwyn District Council (2021) Rateable Values 2019.

³⁵ Quotable Value (2021) Residential Sales Records.


³⁶ Statistics New Zealand (2021) Business Performance Benchmark.

As a hypothetical example, before a developer decides to buy and develop a lot of land they will undertake an assessment of whether any development option would yield a profit. They will need to consider the cost of the land (including the potential forgone capital value of any existing dwellings), the expected costs associated with building the new dwellings, the sale price that could be achieved for the dwellings, and finally the risk/profit margin that they need to cover to make the development viable.

For example, it may be that the developer would need to pay \$600,000 for the land (including existing buildings), they then need to expend \$900,000 to build three new dwellings, and those dwellings are expected to sell for \$510,000. This will mean that the cost of the project will be \$1.5 million and the revenue would be \$1.53 million, which would mean that there is a small profit (\$30,000). This small profit would not be sufficient to cover the developers risk, therefore the development would not go ahead. However, developers will assess multiple options, and only one needs to be commercially feasible.

The example above is a simplification of the model, as the assessment in the model includes 28 types of building costs across 63 combinations of developments, along with price points for each town in the District. Also, the assessment is conducted for the coming three decades.

This means that the number of tests, and financial data within each test, in combination represents a large amount of information. However, this complexity is a function of the market, which is inherently multifaceted. Finally, the model assumes that the most profitable option is developable, and does not include other potentially viable options.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** 240916158130**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Kelly LaValley, General Manager, Planning, Regulation and Environment and Lead Controller, CDEM**SUBJECT:** Civil Defence designated Elected Members in the Absence of the Mayor**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval from the Council to update the 'Delegations to the Mayor' to officially include, under Section 25 of the CDEM Act 2002, the designated Elected Members, who are able to sign an Emergency Declaration in the absence of the Mayor.
- 1.2. The proposed update to the delegations seeks to approve the Deputy Mayor to be able to undertake the signing of an Emergency Declaration in the Mayor's absence.

Attachments:

- i Proposed Wording S-DM 1043 Jurisdiction of his worship the Mayor (240918159929)

2. RECOMMENDATION**THAT** the Council

- (a) **Receives** Report No. 240916158130.
- (b) **Approves** the appointment of the following designated Elected Member to sign an Emergency Declaration or give notice of a local Transition Period in the Mayor's absence:
- The Deputy Mayor
- (c) **Notes** the proposed wording in section 6 of S-DM 1043 Jurisdiction of His Her Workshop the Mayor.
- (d) **Notes** that in the situation where none of the delegated Elected Members are available, an Emergency Declaration can be signed by the Chair of the Canterbury CDEM Joint Committee, or in the Chair's absence the deputy chair or any other available member of the Joint Committee.
- (e) **Notes** that an Emergency Declaration must be hand-signed.
- (f) **Notes** that not all civil defence emergency responses will require a declaration, however, it is prudent to be prepared for potential situations requiring declaration when the Mayor is unavailable.

3. **BACKGROUND**

- 3.1. Mayors can delegate the authority to declare a state of local emergency to other elected officials. This ensures that if the Mayor is unavailable, someone else can quickly make critical decisions. A reminder that not all events require a declaration.
- 3.2. Under Section 25 (5) of the Civil Defence Emergency Management Act 2002

"the Mayor of a territorial authority, or an elected member of that territorial authority designated to act on behalf of the Mayor if the Mayor is absent, may declare a state of local emergency, or give notice of a local transition period, that covers the district of that territorial authority".....
- 3.3. While we have nothing officially in writing the Deputy Mayor has been the go to person when the Mayor has been absent during an emergency event.
- 3.4. Updating the Delegations to the Mayor is a crucial step to ensure a smooth transition during emergencies. By clearly defining and updating these delegations, we can:
 - Ensure Continuity: If the Mayor is unavailable, having updated delegations ensures that there is no delay in decision-making and response efforts.
 - Clarify Roles and Responsibilities: Clear delegations help avoid confusion about who is responsible for what during an emergency, leading to more efficient and effective management.
 - Build Confidence: Knowing that there are clear and updated delegations can build our communities confidence in our ability to handle emergencies effectively.

4. **ISSUES AND OPTIONS**

- 4.1. While rare there may be a time when the designated elected members are not available to sign a declaration. If this happens during a CDEM event where a state of local emergency is required, the Chair of the Canterbury CDEM Joint Committee or in the Chair's absence the deputy chair or any other available member of the Joint Committee can also sign the declaration.
- 4.1. By addressing this issue we can ensure that the delegations to the Mayor are effective and the community has confidence that as a Council we are prepared for emergencies.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report. The subject matter of this report ensures that community wellbeing is maintained during an emergency response by enabling timely declarations of emergency when required.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are 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**

While there are no risks arising from the adoption /implementation of the recommendations in this report, having a clear line of authority will ensure effective implementation should a declaration be required.

6.3 **Health and Safety**

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- CDEM Act 2002 : Section 25 (5)

7.3. **Consistency with Community Outcomes**

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

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.

7.4. **Authorising Delegations**

- Delegation to the Mayor



WAIMAKARIRI
DISTRICT COUNCIL

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DELEGATIONS

Part 5

Delegation to the Mayor

Jurisdiction of His/Her Worship the Mayor

1. Authorisation of Councillors' attendance at conferences, training sessions, seminars, meetings and other like functions where the expenses are to be met by the Council and that this authorisation be by way of inclusion in the Mayor's monthly report to the Council.
2. Authorisation to grant money from the Mayor's Relief Fund, subject to the following guidelines:
 - a) That the applicant is a resident in the Waimakariri District.
 - b) That the event, or requirement for funds is for a situation of financial hardship.
 - c) That the applicant has first exhausted general sources of finance, such as Department of Work and Income or local food banks, and the immediate family is unable to assist.
 - d) Grants will only be one-off.
 - e) Each grant will be dealt with on an individual basis to allow for flexibility.
 - f) Cheques will not be made out to individuals.

***Priority for funding:**

- i. To help families in need.
- ii. School camps, uniforms, special education.
- iii. Bond and letting fees for rental properties.
- iv. Heating (firewood and power accounts)
- v. Petrol
- vi. One-off medical costs e.g. getting a child to a doctor
- vii. Establishment fee for a telephone connection
- viii. Other crisis situations as deemed appropriate by the Mayor.

*Applications are approved or declined by the Mayor and his/her Advisor and applicants should be aware that the fund has limited income.

3. Authorisation, in consultation with the Chief Executive Officer, to purchase an appropriate presentation gift when a Council function is held for departing staff.
4. The Mayor may make a presentation to all members of volunteer fire brigades and St John Ambulance who either receive a Gold Star award at the completion of 25 years' service, or who retire after that time. The Mayor has the discretion to decide whether a presentation should be made to a member of a volunteer fire brigade or the St John Ambulance who has completed 20 years' service but is having to retire as the result of accident or ill health.

In all cases the Council may make only one presentation, but it will be at the Mayor's discretion for all decisions.



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DELEGATIONS

Part 5

Delegation to the Mayor

Jurisdiction of His/Her Worship the Mayor

5. Approval to vote, where deemed appropriate, for the election of Board members to:

- Local Government Mutual Funds Trustee Ltd (Riskpool)
- NZ Local Government Insurance Corporation (Civic Assurance)

and report to the next Council meeting.

6. During a Civil Defence Emergency, under Section 25(5) of the CDEM Act 2002, the Mayor of a territorial authority, or an elected member of that territorial authority designated to act on behalf of the Mayor if the Mayor is absent, may declare a state of local emergency, or give notice of a local transition period, that covers the district of that territorial authority.

In the absence of the Mayor the following elected members are designated:

- Deputy Mayor

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO: GOV-30 / 240902147555

REPORT TO: COUNCIL

DATE OF MEETING: 1 October 2024

AUTHOR(S): Sarah Nichols, Governance Manager

SUBJECT: Council Meeting Schedule from January 2025 to October 2025

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



General Manager



Chief Executive

1. SUMMARY

- 1.1 This report's purpose is to adopt a meeting schedule for 2025 for the ordinary Council and Standing Committee meetings. The schedule is based on current timetabling patterns adopted by the Council over the last year, with some adjustments from the 2024 meeting schedule.
- 1.2 The Council has traditionally held its primary meetings on the first Tuesday of the month, and this is proposed to continue. However the commencement time is recommended to be moved from 1pm to 9am. This follows positive feedback from the Council when this was trialled earlier in the year.
- 1.3 Due to the local body elections occurring on Saturday 11 October 2025, it is recommended that the last ordinary Council meeting of the 12th term be moved forward to Tuesday 30 September, rather than Tuesday 7 October. This will enable sufficient time to process decisions to conclude the electoral term.

Attachments:

- i. Proposed Waimakariri District Council Meetings Calendar of 12th Term of Council – 23 January 2025 to 30 September 2025. (Trim: 240916157861 circulated separately – internal use).

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 240902147555.
- (b) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 (as outlined in Trim:240916157861).

- (i) Ordinary Council Meeting dates for 2025, commencing at 9am on Tuesdays:

4 February 2025	4 March 2025	1 April 2025
6 May 2025	3 June 2025	1 July 2025
5 August 2025	2 September 2025	30 September 2025

- (ii) Council meetings relating to (Draft) 2025/26 Annual Plan and Annual Report, including submissions and hearings:

Draft Annual Plan Budget	28 January 2025 (Tuesday) 9am 29 January 2025 (Wednesday) 9am
Approval to Consult on Long Term Plan	20 February 2024 (Tuesday)
Hearing Annual Plan Submissions	7 May 2025 (Wednesday) 8 May 2025 (Thursday)
Annual Plan Deliberations	27 May 2025 (Tuesday) 9am 28 May 2025 (Wednesday) 9am
Adoption of Annual Plan	17 June 2025 (Tuesday)
Annual Report Adoption	29 October 2025

- (c) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 for Committees:

- (i) Audit and Risk Committee generally commencing at 9am on Tuesdays:

11 February 2025	11 March 2025	13 May 2025
10 June 2025	12 August 2025	9 September 2025

- (ii) Utilities and Roading Committee generally at 9am on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	17 June 2025	15 July 2025
19 August 2025	16 September 2025	

- (iii) District Planning and Regulation Committee generally commencing at 1pm on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	15 July 2025	19 August 2025
16 September 2025		

- (iv) Community and Recreation Committee generally commencing at 3.30pm on Tuesdays:

25 February 2025	18 March 2025	20 May 2025
15 July 2025	26 August 2025	16 September 2025

- (v) District Licencing Committee generally at 9am on Mondays:

24 February 2025	24 March 2025	28 April 2025
26 May 2025	30 June 2025	21 July 2025
25 August 2025	29 September 2025	

- (vi) Waimakariri Water Zone Committee generally at 4pm on Mondays:

3 February 2025	5 May 2025	4 August 2025
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- (vii) Waimakariri Workshops generally at 9am on Tuesdays:

18 February 2025 (1pm)	25 March 2025 (9am)	29 April 2025 (9am)
24 June 2025 (9am)	22 July 2025 (9am)	26 August 2025 (9am)

- (d) **Notes** the Waimakariri Water Zone Committee dates will be subject to further confirmation with Environment Canterbury.
- (e) **Notes** that the Community Boards will adopt their timetable at their October 2024 meetings, as proposed in Trim 240916157861, maintaining a similar meeting pattern to that of 2024.
- (f) **Circulates** a copy of the finalised meeting times to the Community Boards for their information.

3. BACKGROUND

- 3.1 During 2024, ordinary Council meetings occurred on the first Tuesday of the month, with the Standing Committees meetings generally alternating in two pairs on the third Tuesday of each month. This scheduling has worked well, and it is therefore recommended to continue with a similar pattern. It is deemed prudent to set the primary Council meeting schedule in October 2024 to enable good forward planning, including with partnerships and neighbouring Councils, whilst ensuring efficient use of members' time.
- 3.2 Monthly workshops and briefing (public excluded) non-decision-making sessions relating to district-wide matters have been brought before the Council for the past three terms. This has proven to be effective for both members and staff. It is therefore proposed that these workshop and briefing sessions continue during 2025, commencing in February, generally on the second and last Tuesdays of the month. In addition, it is proposed that some specialist workshops will still occur after the related standing committee meetings.

4. ISSUES AND OPTIONS

- 4.1 2025 is proposed to be a busy year, with local body elections occurring in October, along with Water Done Well and District Planning matters occurring throughout the year. Although it is agreed that Council meetings should be held on the first Tuesday of the month, elected members have indicated that they would prefer Council meetings to begin at 9am instead of 1pm, therefore the proposed timetable reflects this.
- 4.2 Feedback was received that scheduled breaks from meeting commitments had been beneficial in balancing members' other community commitments. Therefore, it is prudent to again factor recess weeks into the proposed schedule. No formal meetings have, therefore, been scheduled for the weeks of 18 April, 28 July, 22 September, and 6 October 2025.
- 4.3 The recommendation to the Community Boards is to continue with their current meeting pattern for 2025, as it dovetails with the timing of the Council and Committee meetings, ensuring the availability of Councillors and the flow of information between the two levels of governance.
- 4.4 Any hearings required that are related to public consultations on specific projects will be subject to a report to the Council or the relevant Committee for membership and timing. However, such hearings are usually scheduled on Wednesdays or Thursdays, subject to members' availability and associated support resources. Other meetings, such as workshops may be scheduled on a 'as required' basis.
- 4.5 It is proposed that the last meeting of the 12th term of Council be held on Tuesday, 30 September 2025, as the Local Government Elections will be held on Saturday, 11 October 2025. The incoming Council will approve the meeting schedule for the 13th term of Council at their inauguration meeting in late October.

4.6 **Implications for Community Wellbeing**

The issues and options that are the subject matter of this report have no social and cultural implications for community well-being.

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

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report as it outlines meetings for the coming year, and therefore topics of interest, including the Annual Plan may be of interest.

5.2 **Groups and Organisations**

Community views were not sought for the timetabling as no groups and organisations are likely to be affected by or interested in this report's subject matter. However, the established pattern of Council and Community Board meetings has generally worked well for members, considering other community commitments.

Some members of the public may be disadvantaged with meetings being held during the day due to work or family commitments. Submission hearing timings and locations are considered prior to each consultation. The Annual Plan hearings will be scheduled over a mix of day and evening times to enable submitters the opportunity to speak over a wider timeframe.

Neighbouring Councils generally hold their Council meetings on Tuesdays or Wednesdays, which enables other joint meetings, such as the Mayoral Forum and the Greater Christchurch Partnership to occur without conflicts of time.

5.3 **Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report. However, the Waimakariri District Council has been holding the majority of its Council and Committee meetings on Tuesdays for a number of years, and it is known within the community.

The most appropriate way to ensure that the wider community is aware of the various meetings being held is to establish a meeting calendar. All Council, Standing Committees, and Community Board meetings are also publicly advertised in compliance with the Local Government Official Information and Meetings Act 1987 (LGOIMA). Meetings are also advertised on the Council's website and at Service Centres on in-house television screens. Additional notification of Annual Plan submission and hearing dates and process occurs to maximise public awareness of Council meetings and the opportunity to contribute to the decision making process.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The decisions sought by this report have financial implications, as the servicing of Council, Committees, and Community Boards is met within existing Council Governance Budgets. Meetings are advertised in local newspapers as well as on the Council's website.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Policy**

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

7.2 **Authorising Legislation**

Local Government Act 2002 Schedule 7 clause 19 - *A local authority must hold the meetings that are necessary for the good government of its region or district.*

Meetings must be called and conducted in accordance with LGOIMA and the standing orders of the local authority.

7.3 **Consistency with Community Outcomes**

There are wide ranging opportunities for people to contribute to the decision-making by local, regional and national organisations that affect our District.

7.4 **Authorising Delegations**

The Council sets the structure of its Committees, as stipulated in the Local Government Act 2002.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: SW-10 / 240815136896

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 4 September 2024

AUTHOR(S): Declan McCormack - Land Drainage Engineer

SUBJECT: Proposed Closure of Stockwater Race R3A & R3A-7.
949 & 1049 South Eyre Road

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


 General Manager


 Chief Executive
1. SUMMARY

- 1.1. This report provides information of an application to close stock-water races R3A & R3A-7 at 1049 and 949 South Eyre Road and seeks the Oxford-Ohoka Community Board's recommendation that Council approve the closure.
- 1.2. An application has been received by Jacinta Mackle to close stock-water race R3A & R3A-7 at 1049 & 949 South Eyre Road, Eyrewell. The races have not conveyed water for several years and are no longer required for stock water. Both properties have existing access to stock-water race R1 for any stock-water requirements that may arise in the future.
- 1.3. The impact of this proposed closure is considered minor due to the relative length and existing races in proximity. The total length of the stock-water scheme is approximately 831km. The proposed closure is approximately 2.85km. This equates to 0.34% of the total stock-water scheme.
- 1.4. Community views of this closure are being sought.
- 1.5. There is no financial or performance impact on the stock-water scheme because of this closure.

Attachments:

- i. Location plan
- ii. Proposed closure plan

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board

- (a) **Receives** Report No. 240815136896

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Council:

- (a) **Approves** the closure of Stock-water Race R3A & R3A-7

- (b) **Notes** there will be no financial or performance impact from this closure on the stock-water network as the properties the closure have access to other existing races.

3. **BACKGROUND**

- 3.1. Stock-water races have supplied water for stock since the introduction of the network in 1896. Additional farm races added over time have culminated in a network delivering water to approximately 44,000 hectares. Water may be taken for stock-water and domestic irrigation.
- 3.2. The network is self-funding and paid for by the stock-water users. The Council currently has Environment Canterbury consent (CRC133965) to take surface water from the Waimakariri River at the Browns Rock intake to supply the scheme.
- 3.3. Waimakariri District Council have a Stock-water Race Closure Policy S-CP 5612. This policy has been designed to follow the steps as set out in legislation in the *Local Government Act 2002* (LGA) on decision making in the context of water race closure. Generally, the Council will not allow race closures where they may affect the viability of the water race network.
- 3.4. An application has been received by Jacinta Mackle, the property owner at 949 South Eyre Road to close stock-water races R3A and R3A-7 within their property and the adjacent 1049 South Eyre Road property. The races have not conveyed water for several years and are no longer required for stock-water. Both properties have existing access to race R1 for any stock-water requirements that may arise in the vicinity of the closure.

4. **ISSUES AND OPTIONS**

- 4.1. Race R3A commences at an off take from race R1 within the property of 1059 South Eyre Road. R3A flows east through 1059 South Eyre Road for approximately 1.05kms before entering 949 South Eyre Road. From the property boundary, race R3A flows south for 800 metres before reconnecting with race R1.
- 4.2. Race R3A-7 commences at the property boundary between 1059 & 949 South Eyre Road as an off take from race R3A. It formerly flowed north for 1km. Much of this race was destroyed following forestry harvest and land development circa 2014.
- 4.3. The proposal seeks to close 1.85kms of race R3A and 1kms of race R3A-7. The two affected properties will retain access to other existing races. There will be no financial impact on the scheme as rates revenue remains unchanged.
- 4.4. Both Race R1 and R3A have had no water flow for several years. There has been no demand from either landowner for water in the areas that they service. Secondly, no demand has existed for stock water downstream of race R1 and thus this race has not been in use. Race R1 infrastructure will be kept to an operational standard to allow future use if the downstream demand for stock water arises.
- 4.5. The property at 1059 South Eyre Road has access to existing Race R1 from within their property and is in support of the proposed closure.
- 4.6. The adjacent downstream property at 2 Diversion Road is unaffected by the closure and will continue to have access to stock water via Race R1 and R3E-4.

Consultation

- 4.7. The Waimakariri District Council's Stock-water Race Closure Policy requires the decision-making process, in Part 6 of the Local Government Act 2002, to be followed when a proposed closure is processed. Section 4.2 of the policy requires an assessment of significance in terms of the Council's Significance Policy. The proposed closure is not considered significant due to there being no impact on the stock-water scheme revenue and the one affected property owner supports the closure. Therefore, consultation with

residents using the Special Consultative Procedure is not considered necessary as nobody else is considered affected.

Aquifer Recharge and River Flow Augmentation

- 4.8. In the past, Environment Canterbury (ECan) have advised that their preference is for no stock-water races to be closed due to the significant benefits of the scheme in terms of diluting nitrates in groundwater and sustaining flows in spring-fed streams.
- 4.9. The race systems function is primarily for irrigation and stock-water supply. The operation and maintenance of the stock-water system (not including irrigation supply) is paid for by the stock-water users, via targeted water-race rates. The Council currently has resource consent (CRC133965) to take surface water from the Waimakariri River at the Browns Rock intake to supply the water race system. Condition 2 of CRC133965 states that water taken shall only be used for stock-water, domestic irrigation, for hydro-electric power generation and for purposes associated with CRC000585. Any other use of the water (e.g.: for managed groundwater recharge purposes) is not covered by this consent.
- 4.10. Relative to the amount of groundwater recharge likely across the entire scheme, based on the total length of approximately 831km, the recharge accountable to race R3A & R3A-7 is minimal, as the proposed closure is approximately 2.85km long. This equates to only 0.34% of the total stock-water scheme.

Drainage

- 4.11. The closure of R3A & R3A-7 is not expected to have any impact on drainage capacity during a flood event as capacity will be maintained by the existing race network.

Archaeological Assessment

- 4.12. Heritage New Zealand provides the following text on their website:
 - 4.12.1. "The Heritage New Zealand Pouhere Taonga Act 2014 makes it unlawful for any person to modify or destroy, or cause to be modified or destroyed, the whole or any part of an archaeological site without the prior authority of Heritage New Zealand. If you wish to do any work that may affect an archaeological site you must obtain an authority from Heritage New Zealand before you begin."
 - 4.12.2. "This is the case regardless of whether the land on which the site is located is designated, or the activity is permitted under the District or Regional Plan or a resource or building consent has been granted. The Act provides for substantial penalties for unauthorised destruction or modification."
 - 4.12.3. "An archaeological site is defined in the Heritage New Zealand Pouhere Taonga Act 2014 as any place in New Zealand (including buildings, structures or shipwrecks) that was associated with pre-1900 human activity, where there is evidence relating to the history of New Zealand that can be investigated using archaeological methods."
- 4.13. Aerial photographs have been examined to determine the approximate age of race R3A & R3A-7. There is no evidence to suggest that either race was in existence prior to 1900. No archaeological assessment has been undertaken or is considered necessary.

Implications for Community Wellbeing

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

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

5. **COMMUNITY VIEWS**

5.1. As required by the Stockwater Race Closure Policy, feedback is being sought from the following organisations:

- Water Race Advisory Group
- Te Ngāi Tūāhuriri
- Oxford-Ohoka Community Board
- Environment Canterbury
- Fire and Emergency New Zealand
- Fish & Game
- Waimakariri Irrigation Limited
- Hewan Grazing Company Limited (property owner)

Further details of engagement follow.

Mana whenua

5.2. Mahaanui Kurataiao Ltd have been engaged on behalf of Te Ngāi Tūāhuriri. MKL will assess the proposal, meet with the kaitiaki representatives of Te Ngāi Tūāhuriri Rūnanga and report back to Council staff.

Water Race Advisory Group

5.3. The Water Race Advisory Group discussed the proposal at their 10th of July 2024 meeting. They have no objection and support the closure as it will not impact rates revenue or the function of the scheme.

Hewan Grazing Company Limited

5.4. Hewan Grazing Company Limited, 1059 South Eyre Road, have reviewed the closure memo and support the application.

Waimakariri Irrigation Limited

5.5. Waimakariri Irrigation Limited (WIL) have reviewed the proposed closure and report the changes will have no impact on the remaining network performance.

Wider Community

5.6. The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. No groups other than those listed above have been made aware of the proposed closure.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

Financial Implications

6.1. There are no financial implications of the decisions sought by this report.

6.2. Across the past 5 years there have been 4 race closures totaling 10.6 km (or 1.2% reduction in overall races length). The total annual rated revenue loss from these closures over the last 5 years is \$1,465 (or 0.25% of the overall water race rates).

Table 1: Financial implications of race closures within the past five years.

	Year	Race Closed	Length (km)	Impact on annual rated revenue
	2018	R8-1 & R3Q-5	5.1	-\$381
	2020	R3K-2A	1.6	-\$1,084
	2022	R4-2	3.6	No impact
Total			10.3	-\$1,465

Sustainability and Climate Change Impacts

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

Risk Management

- 6.4. There are not risks arising from the adoption/implementation of the recommendations in this report.

Health and Safety

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

7. CONTEXT

Consistency with Policy

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

Authorising Legislation

- 7.2. This matter is covered by the Local Government Act

Consistency with Community Outcomes

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

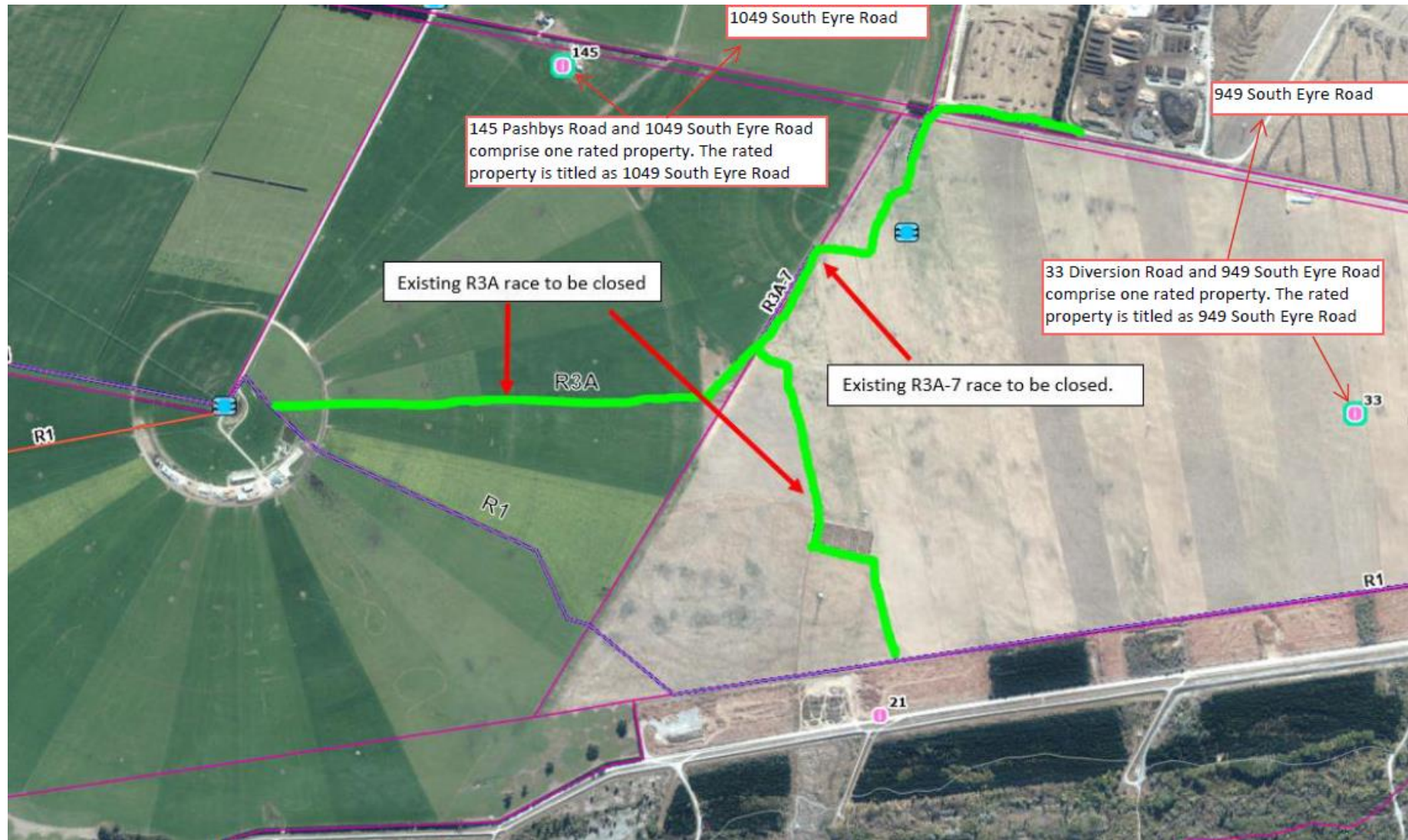
Authorising Delegations

- 7.4. The Community Boards shall be responsible for—
- 7.4.1. Maintaining an overview of services provided by the Council such as road works, water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, and traffic management projects within the community.
 - 7.4.2. To advise the Council and Standing Committees on local implications of such policies, projects and plans, which have district-wide impacts and are referred to the Board for comment.

Attachment i – Location Plan



Attachment ii – Proposed Closure Plan



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** EXC-57 / 240917158771**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 October 2024**AUTHOR(S):** Jeff Millward – Chief Executive**SUBJECT:** Health, Safety and Wellbeing Report – September 2024**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
Department Manager
Chief Executive**1. SUMMARY**

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing (HS&W) matters between August 2024 and September 2024. The dashboard reporting in the appendices cover trends between September 2023 and September 2024.
- 1.2. There were 9 incidents which occurred from mid-August 2024 and mid-September 2024 which resulted in 0 lost time to the organisation. Flamingo Scooter and Rangiora Airfield incidents are included within this report.
- 1.3. Section 4 of the report provides details on the following areas:
 - 4.1 Incidents, Accidents & Hazards
 - 4.2 Prequalification Sitewise and Totika
 - 4.3 Wellbeing Training – Leadership Team
 - 4.4 Asbestos Management

Attachments:

- i. Appendix A: Incidents, Accidents, Near-misses, Hazard 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.

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No 240917158771
- (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, accidents & Hazards

- 4.1.1. Mid-August 2024 to mid- September 2024 shows a variety of incident types. Property and Vehicle Damage, Adverse Interaction and Injuries.
- 4.1.2. The HS&W Team have been working on some historic incidents within the Greenspace Department and members of the public regarding footpaths, trees and seed pods. All mitigations have been managed through consultation and feedback from the members of the public.
- 4.1.3. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Reporting of all incident occurrences has been consistent with staff and incident information has been thorough.

4.2. Prequalification Sitewise and Totika

- 4.2.1. Pre-qualification and assessment of health and safety is an important part of the procurement process. There is a strong desire within the industry alike for a common pre-qualification standard and streamlined pre-qualification process; Tōtika has been developed to deliver these outcomes.
- 4.2.2. Tōtika is an 'umbrella' scheme that have independently approved NZ's major pre-qualification assessment providers to provide a central contractor/supplier register. We are starting to see a significant shift in contractors registering with Tōtika.
- 4.2.3. As an organisation, WDC currently utilises the Sitewise platform to grade a contractor's health & safety capability. Within this platform we allow exemptions for contractors that obtain a prequalification from either Impac or other external assessments through recognition of ISO 45001.
- 4.2.4. HS&W will apply for a supplier subscription for Departments that engage Contractors. Having both Systems in Parallel, SiteWise and Totika as "endorsed" prequal systems, will allow for more inclusivity for contractor selection and an easier tendering process for Both contractors and WDC recognising that there isn't just one provider for prequal in NZ.
- 4.2.5. Accepting prequals from SiteWise and Totika doesn't require any further budget consideration with the inclusion of Totika having minimal cost to WDC.

4.3. Wellbeing Training – Leadership Team

- 4.3.1. Given that one of the critical risks is staff stress and wellbeing, the HS&W team have been working with Workplace Wellbeing to deliver some wellbeing education for Managers. Content is based on the latest science and frameworks such as the Five Ways To Wellbeing.
- 4.3.2. The workshops are set to be over a two-hour period covering how to recognise the symptoms of stress both in themselves and others, help with being confident in having check-in conversations and provide them resources to help them in this process.
- 4.3.3. We plan on utilising the time within an All-Teams meeting, so there is less impact on day to day. Planning will take place once we have the scope of training completed.
- 4.3.4. There are no financial implications of this offering.

4.4. Asbestos Management

- 4.4.1. Waimakariri District Council (WDC) is the owner of a diverse range of facilities, buildings, public venues and workplaces, some of which may contain asbestos.
- 4.4.2. WDC are responsible for the provision of adequate budget and resources to enable WDC to:
 - Identify asbestos related risks throughout WDC
 - Develop and manage an Asbestos Register for WDC
 - Develop and implement Asbestos Management Plan (AsbMP) for all the assets
 - where asbestos is identified or assumed to be present
 - Monitor the progress of asbestos management in WDC Own and ensure this Policy is reviewed and updated at least biennially.
- 4.4.3. The HS&W Team are working with the Property Team, Greenspace and the Water Unit to review all assets containing asbestos and develop a new Asbestos Management system and Process. The current system is not cohesive across the organisation. This will be worked on over the coming months to ensure compliance and findings and recommendations will be included in future reports.

1. Implications for Community Wellbeing

There are no implications for community wellbeing by the issues and options that are the subject matter of this report.

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

2. **COMMUNITY VIEWS**

2.1. **Mana whenua**

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

2.2. **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.

2.3. **Wider Community**

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

3. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

3.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

3.2. **Sustainability and Climate Change Impacts**

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

3.3. **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.

3.4. **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.

4. **CONTEXT**

4.1. **Consistency with Policy**

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

4.2. **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.

4.3. **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.

4.4. **Authorising Delegations**

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

Appendix A
WDC Incident Reports

Date	Event Description	Incident Type	Person Type	Outcome & Response
21/08/2024	A staff member drove their Ute into a concrete trough whilst out in the field.	Property/Vehicle Damage	Employee/Volunteer	Any jobs required in a private or unknown location will now require completing an individual Take Five including a walk around where the vehicle is stationed, asking permission from the landowner and if possible, also asking of any possible surrounding hazards.
23/08/2024	A member of the public in a vehicle, towing a trailer, reversed at compliance officer.	Near Miss	Employee/Volunteer	The Environmental Services Unit have advised officers that they can walk away at any time if required. Compliance staff have trained on these situations. Police were consulted, and a witness has provided details. No injury was incurred.
23/08/2024	Staff were digging around a water lateral when they grazed a communications cable with a shovel, damaging the casing and lines.	Property/Vehicle Damage	Employee/Volunteer	The area was scanned prior to digging to check for any cables and nothing was located. When hand digging around the pipe the staff member noticed a cable under the pipe. Chorus were called, attended and confirmed it was a dead cable. Dead cables will not be picked up on a locator.
23/08/2024	Potential needle scratch to a staff member.	Injury	Employee/Volunteer	A staff member was cleaning rags out of a screw press at a wastewater treatment plant. When the task was finished they removed their gloves and noticed a scratch on the palm of their hand. The cause has not been determined as a needle injury. A reminder was given to staff about risks involved with handling screenings. Use tools before using hands. If hands are to be used then double gloving or use of heavy-duty gloves is preferred but not always workable.
24/08/2024	Aquatic staff member was serving a customer on a Saturday lifeguarding shift when the customer began to persistently name call one of the staff members.	Adverse Interaction	Employee/Volunteer	Currently under Investigation and statements are being gathered.

26/08/2024	A staff member was walking across Victoria park area when they slipped on a wet stick and fell sharply.	Injury	Employee/Volunteer	It is difficult for the asset owner (Greenspace) to mitigate against rain or small branches/sticks falling from trees in a park (in windy or wet conditions). It is reasonable for most people to expect slippery conditions and / or small branches or sticks being present after rain. Signage could be provided to warn people of a hazard in certain conditions but there are multiple entrances / possible pathways across the park (i.e. that mitigation is unlikely to be effective without being excessive (discussed with Greenspace Manager). The staff member cracked ribs as a result. Back to work and recovered well.
05/09/2024	Rangiora Service Centre emergency sirens were activated without verbal warning over the intercom. It has been previously agreed that the contract company that checks the sirens will always ensure an announcement of the test over the intercom. This morning the siren was tested with no warning. A staff member reported discomfort from this occurrence.	Injury	Employee/Volunteer	The service person isolated areas to test the system and a light indicated it was isolated however when tested there appeared to be a circuit error which sounded the alarm. Alarm activated for approximately 20-30 seconds. Chubb were notified and have actioned a report accordingly. The staff member affected has had a previous ear injury from a loud alarm.
11/09/2024	A local haul truck traveling east along High St hit a large branch extending over road from a Council tree resulting in damage to the truck and broken branch breaking off. No injuries to driver or members of public.	Property/Vehicle Damage	Public	Under investigation with prompt action from Greenspace staff to mitigate immediate further risk to public.
11/09/2024	Threats of harm in the form of a telephone call taken by Customer Services.	Adverse Interaction	Employee/Volunteer	The cause for the threatening call has been investigated and determined as from Compliance staff issuing parking and litter infringements notices for continued non-compliance. The police have been informed.

Flamingo Scooter Incident Reports: Nil reported for this month

Airfield Incident Reports – Nil reported for this month.

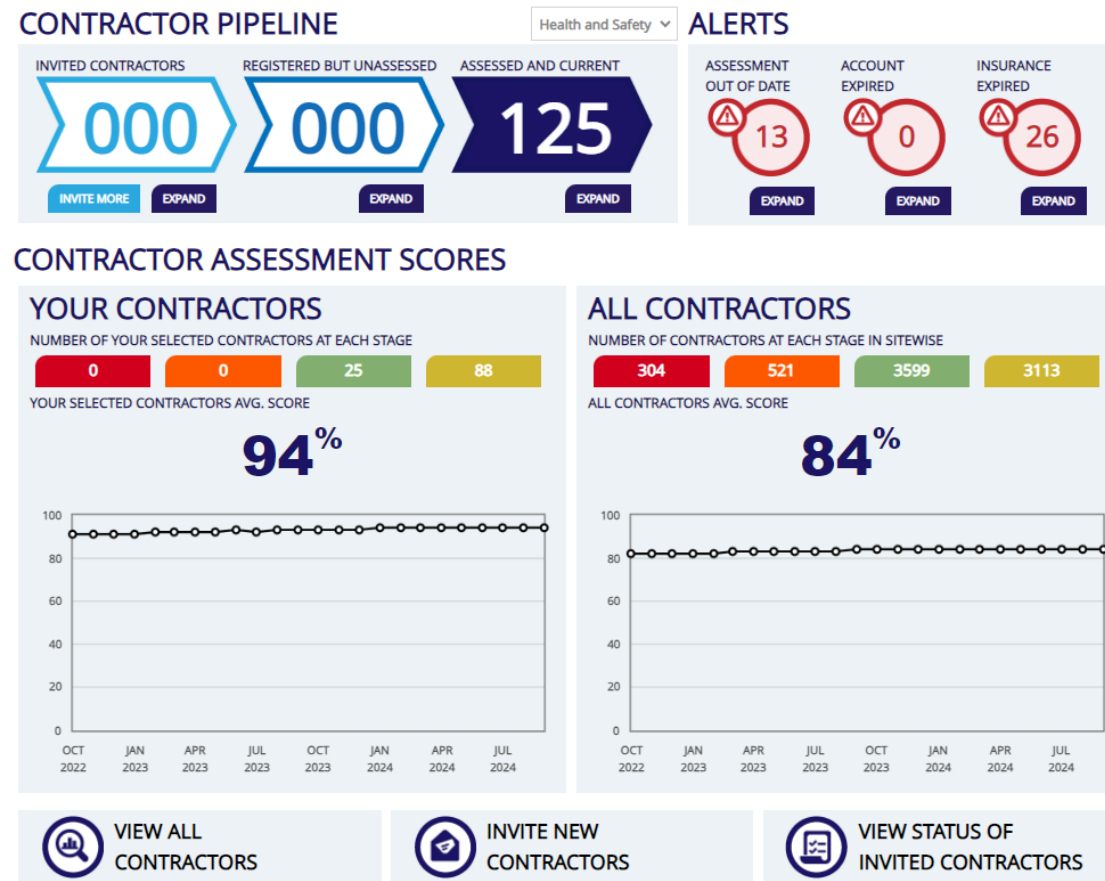
Aqualand Incident Reports - Nil reported this month

Lost Time Injuries - Aquatics:	Nil
Water Unit:	Nil

Lead Indicators

Safety Inspections Completed (Workplace Walkarounds)	Workplace Walkarounds: <ul style="list-style-type: none"> New request sent. 2 returned so far.
Training Delivered	People Trained: <ul style="list-style-type: none"> 23 First Aid trained in August

Appendix B



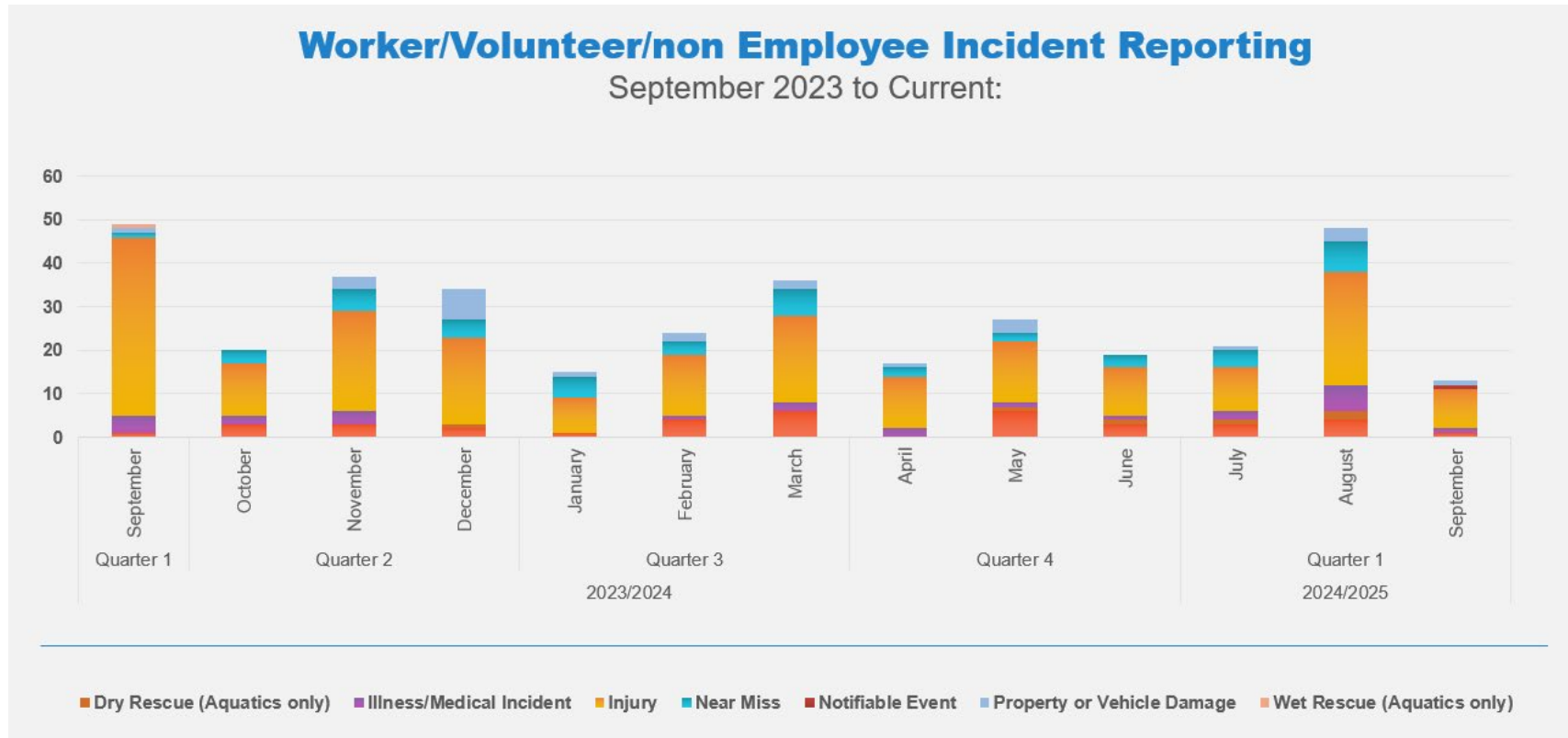
Above is the current status of our preferred contractor data base held within Sitewise.

Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise.

Sitewise issue reminders as well as the HS&W team once a month until they have updated them.

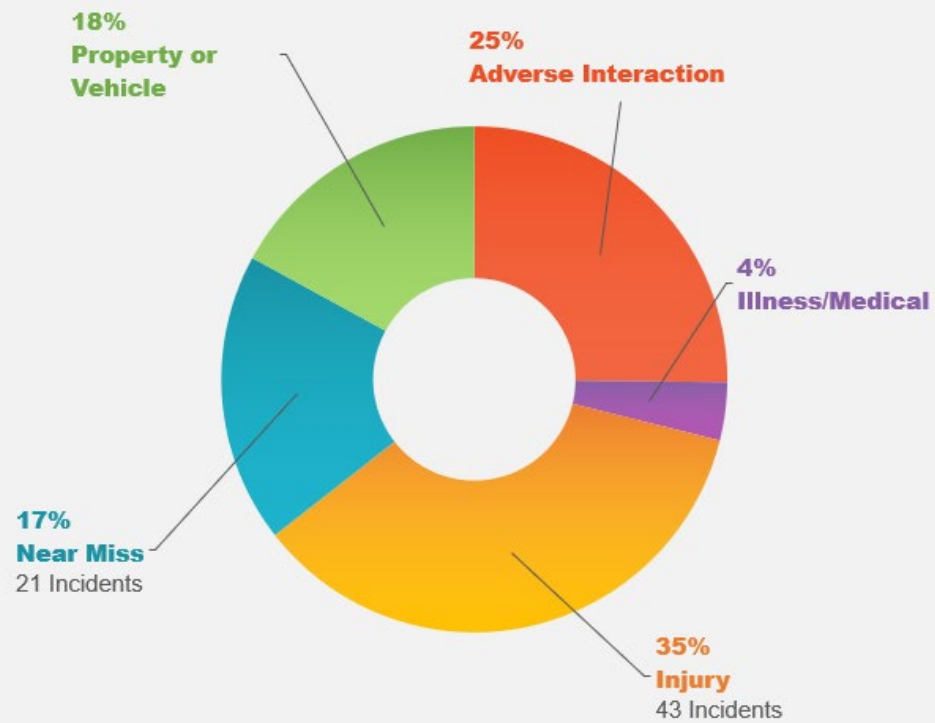
"YOUR CONTRACTORS" is referring to our preferred contractor list. "ALL CONTRACTORS" is referring to the full contractor list.

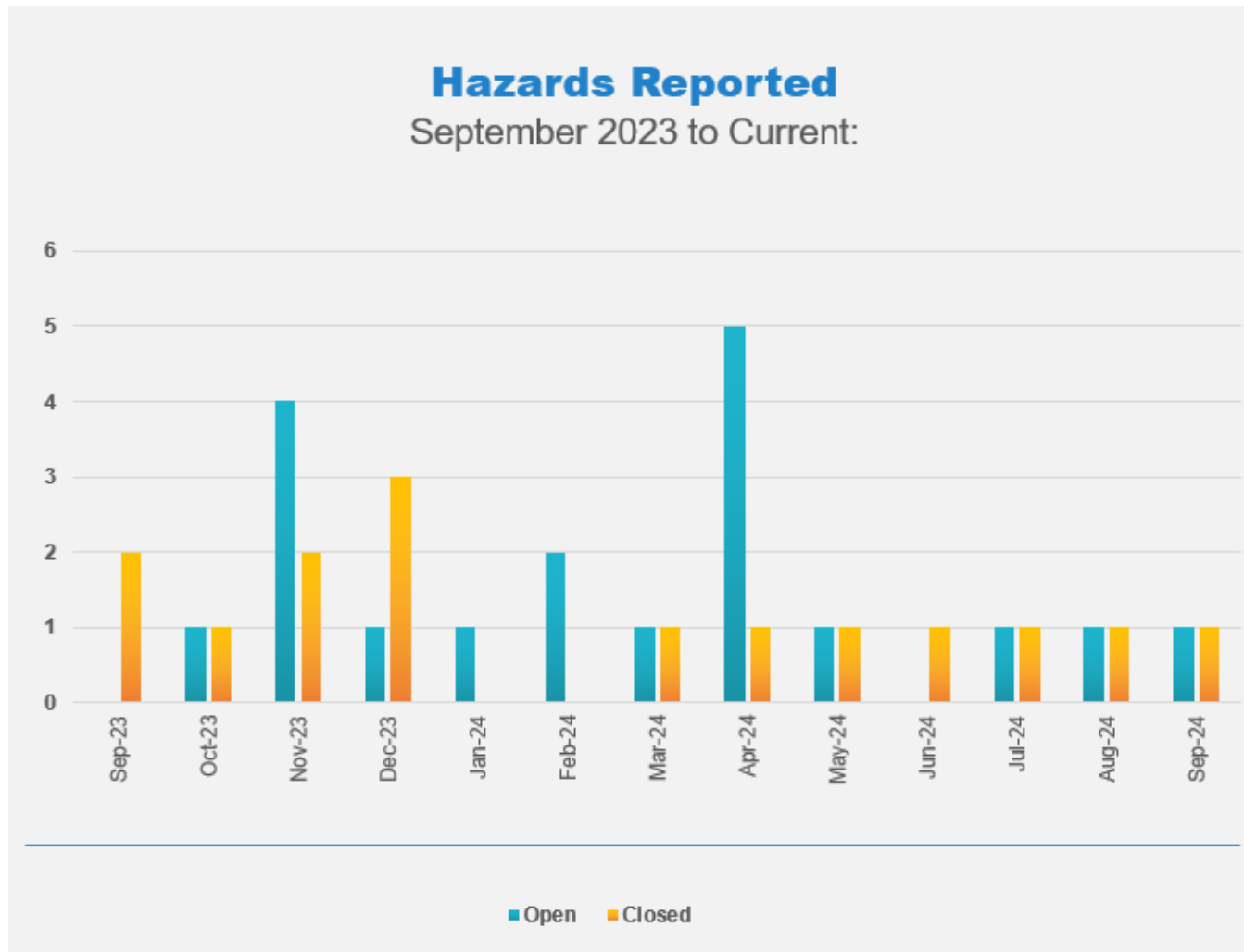
Appendix C



Worker/Volunteer Incident Reporting

September 2023 to Current:





MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY, 20 AUGUST 2024, AT 9AM.

PRESENT

Councillors P Williams (Chairperson), R Brine, P Redmond, J Ward and Mayor Gordon

IN ATTENDANCE

Councillors B Cairns, T Fulton

G Cleary (Utilities and Roading Manager), K Simpson (3 Waters Manager), J McBride (Roading and Transportation Manager), Sophie Allen (Water Environment Advisor), J Recker (Stormwater and Waterways Manager), Caroline Fahey (Water and Wastewater Asset Manager) and E Stubbs (Governance Support Officer)

One member of the public was present.

1 APOLOGIES

Moved: Councillor Williams

Seconded: Councillor Brine

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

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday, 16 July 2024.

Moved: Councillor Brine

Seconded: Councillor Redmond

THAT the Utilities and Roading Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 16 July 2024 as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

4 DEPUTATION/PRESENTATIONS

4.1 Cattle Droving West Eyreton

No discussion took place on this matter as the member of the public who had requested a deputation was not present.

5 REPORTS

5.1 Proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project – C Fahey (Water and Wastewater Asset Manager)

C Fahey noted that the report sought approval for the proposed scope and timeframes for the Oxford Wastewater Treatment Plant (OWTP) project. A presentation had been provided to the Council during a workshop, which outlined the project and timeframes. The wastewater discharge consent for the Oxford Wastewater Treatment Plant expired in August 2031, at which time a compliant treatment option was required.

Staff proposed to carry out investigation work over the next year to develop options for consultation in 2026. Staff would also consider the community's financial and rating impact.

Councillor Fulton asked about the alignment of consents with the ocean outfall and assurance that decisions made would not need to be revisited. C Fahey advised that the ocean outfall consent expired in 2029.

Mayor Gordon asked whether it was worth the Council considering whether the new fast-track legislation would look at the ocean outfall project and whether it should be brought forward if achieving consent was likely to be more difficult in the future. G Cleary believed it was a good consideration to explore and could be made part of the scope for OWTP and ocean outfall projects. C Fahey noted that the Christchurch City Council ocean outfall consent expired a couple of years prior to the Council's consent, and their process may be able to provide some further information on options.

Moved: Councillor Williams

Seconded: Councillor Redmond

THAT the Utilities and Roading Committee:

- (a) **Receives** Report No. 240805129054.
- (b) **Approves** the proposed project scope and timeframes for the Oxford Wastewater Project.
- (c) **Notes** that the output from the project will enable the Council to make an informed decision on the long-term strategic option for the Oxford Wastewater Scheme to enable consenting and construction prior to the existing consent expiry in August 2031.
- (d) **Notes** that the proposed project timeframe helps ensure that the Oxford community continues to have access to compliant wastewater services post consent expiry.
- (e) **Notes** that the intention is to obtain Council endorsement for the preferred option by December 2025, undertake project-specific consultation, including 3 Waters rating review with the public in 2026 and confirm the project construction budgets for the preferred option to be included in the Council's 2027-37 Long Term Plan.
- (f) **Circulates** this report to the Oxford–Ohoka Community Board for information.

CARRIED

Councillor Williams thanked staff for the report and noted that the Oxford Wastewater Project needed to be completed.

Councillor Redmond agreed, noting that two options were presented; however, he suggested that piping to Christchurch could be a third option to consider.

Mayor Gordon appreciated the comment from C Fahey regarding potential information sharing with Christchurch City Council regarding the consent process. Consent renewals dates were approaching and now was the time to consider options. Oxford currently did not seem to have a satisfactory wastewater system, and a broader solution needed to be considered. There were potential future challenges and rating impacts needed to be considered, especially for areas with smaller populations such as Oxford. Mayor Gordon noted that joining the Eastern District Sewerage System Scheme would require careful consideration.

T Fulton noted the Central Government changes that resulted in starting and stopping infrastructure projects and whether it was worth considering approaching them about the project.

5.2 **Proposed Roothing Capital Works Programme for 2024/25 and Indicative Three-Year Programme – K Straw (Civil Projects Team Leader) and J McBride (Roothing and Transport Manager)**

J McBride spoke to the report, highlighting the Roothing Capital Works Indicative Three-year Programme from 2025/26 to 2027/28. The program had been presented to the Community Boards, and the Boards' feedback had been incorporated. The program was for the general allocation of assets such as footpaths, kerb and channels, and road safety programs; however, it did not include large capex projects. The budgets assumed that the National Land Transport Program (NLTP) funding would be received and, if not, a further report would be submitted to the Council.

Councillor Fulton enquired about the provision of lighting at a reserve linkage near the Oxford Service Centre. J McBride commented that as this was the Kowhai Street reserve, the lighting would not be funded by the Roothing Capital Works Programme; however, she would follow up with the Greenspace Team. She noted that during the switchover to Light-emitting Diode (LED) lights, adjustment to the distancing of some streetlights had been necessary, and there was still one road in Oxford to be completed.

Mayor Gordon advised that he had been contacted regarding the shared path near PaknSave and asked if staff could provide an update on the status of that project. J McBride explained that the project was to have been funded under the Transport Choices Project; however, with the change of Central Government, that funding had been withdrawn. As funding would not be available, staff were no longer progressing the project. Any future decisions regarding the shared path would be brought to the Council for consideration. However, staff were still progressing with the Woodend-Ravenswood link under NLTP.

Moved: Councillor Ward

Seconded: Councillor Brine

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 240624102322.
- (b) **Approves** the attached 2024/25 Proposed Roothing Capital Works Programme (Trim No. 240624102120V2).
- (c) **Notes** the Indicative Roothing Capital Works Programme for the 2025/26, 2026/27 and 2027/28 years.
- (d) **Notes** that the outcome of the National Land Transport Programme (NLTP) will not be known until September 2024, and as such, it will not be known whether co-funding is available until that time.

- (e) **Notes** that if co-funding is not secured, a further report will be brought to the Council.
- (f) **Notes** that feedback from the Community Boards is discussed within section 5 of this report and that the relevant changes have been made to the proposed programme of works for approval.
- (g) **Circulates** this report to all Community Boards for information.

CARRIED

Councillor Ward thanked staff for the report and noted her appreciation of the consultation with the Community Boards.

Mayor Gordon supported the budget and commented that it was unfortunate that Central Government funding was withdrawn; however, he would continue to take every opportunity to advocate for investment. He had questioned the Southbrook shared path to have the answer on the record, as there was no shared path currently near PaknSave. He expressed concern at the 'rumour mill' and noted that false speculation was unhelpful. The Council had only considered the Southbrook shared path because of the proposed 70% Transport Choices subsidy. Now that funding was no longer available, that project was not a priority; however, the Woodend–Ravenswood linkage was still considered necessary. He acknowledged J McBride and the Roding Team for the huge amount of work put into the program. He noted that he had requested a document that outlined the district's priority projects coherently and persuasively. He thanked the team for collating the document and noted its usefulness when meeting with officials and advocating for the district.

Councillor Brine commented that he was a frequent user of the Southbrook Road cycleway and would walk his bike for the section near PaknSave due to safety concerns. He had been an advocate for the new link. However, he ultimately agreed with the Mayor that the link would have been nice to have with a 70% central Government funding contribution. However, he acknowledged that it was not a priority project for the district.

Councillor Williams thanked staff for a detailed programme. He believed it was important to incorporate the Community Boards' feedback. However, similar to the Mayor, he was concerned with the 'unknowns' in funding, with the outcome of the NLTP not being known until next month.

Councillor Fulton asked about the increased risk to pedestrians with cyclists using footpaths due to the reduction of cycleway funding, and asked about footpath counts for cyclists. J McBride advised the Council did not monitor how many cyclists used standard footpaths however they did have information on the shared paths and that information could be provided.

Councillor Ward acknowledged the concerns regarding the uncertainty of central government funding. However, she encouraged colleagues to support safe passage between Woodend and Ravenswood even if Central Government funding was not available.

5.3 **Midge Management and Monitoring at Wastewater Treatment Plants 2023- 24 – S Allen (Water Environment Advisor)**

S Allen briefly introduced the report and highlighted the different techniques for midge management that had been trialled, including *Bacillus thuringiensis* serotype israelensis (Bti) at the Woodend Wastewater Treatment Plant (WWTP) and dredging at the Kaiapoi WWTP.

Councillor Williams sought clarity on the timeframe for clearing and planting natives for midge protection at the Kaiapoi WWTP, as that had been under discussion for a number of years. S Allen advised she had checked with the project lead, and a staged approach with native planting would be taken starting in the next financial year. There would then be a five to six-year waiting period to allow the natives to grow prior to the next lot of pines being removed. C Fahey clarified that there was budget available for planting this year.

Councillor Williams asked if the replanting needed to be native or if faster-growing exotic options could be considered. S Allen advised that the natives selected would be fast-growing and included the Harakeke and Cabbage trees. The advantage of natives was that they were easy to obtain restoration-grade plants, and natives also had biodiversity benefits.

Councillor Williams questioned why the pine trees could not be retained as a barrier and S Allen explained that as pine trees aged, they became a health and safety risk.

Councillor Redmond referred to the slow-growing natives at the Woodend WWTP and asked if a faster-growing species could be planted there. S Allen noted that the Woodend WWTP site was very sandy and difficult to grow and the small gap for the fence also had a negative impact.

Moved: Councillor Williams

Seconded: Councillor Redmond

THAT the Utilities and Roading Committee:

- (a) **Receives** Report No. 240701105929.
- (b) **Notes** the use of the larval disruption dredging, oil surfactant spreading and *Bacillus thuringiensis* (Bti) techniques that have been trialled at Kaiapoi and Woodend Wastewater Treatment Plants (WWTPs) for midge management.
- (c) **Notes** that the Bti treatment trial at Woodend WWTP in November-December 2023 appeared effective at reducing midge densities in treated areas when applied at the recommended dosage rate. However, the control area also saw a decrease in midge densities.
- (d) **Notes** that midge monitoring (and treatment methods when required) is intended to commence earlier in spring in 2024-25, i.e. September 2024, rather than in October in previous years, as complaints indicate that midges are emerging in September.
- (e) **Notes** that midge emergence trap monitoring is not able to demonstrate if the dredging management techniques reduces midge densities, at Kaiapoi WWTP therefore yellow sticky traps are proposed to be installed for monitoring as a replacement.
- (f) **Notes** the cost of midge management for Kaiapoi and Woodend WWTP is estimated to have been approximately \$29,480 (excl. GST) and \$12,100 (excl. GST) respectively for the 2023-2024 season, with an estimated additional cost of \$12,000 (excl. GST) for midge emergence trap and larval monitoring costs for both WWTPs, sourced from existing operational budgets, and is subsidised by avian botulism inspections that means that ecological contractors are already on-site.
- (g) **Notes** that staff will continue to communicate proactively with affected residents about midge management.

- (h) **Notes** the intention to submit a new insect control management plan (entitled 'Midge Management Plan August 2024') focusing on non-insecticide control methods to Environment Canterbury as fulfilment of a condition in consent CRC041049.

CARRIED

Councillor Williams was concerned at the prevalence of planting slower-growing natives and did not believe soil conditions at the Kaiapoi WWTP were much better than at the Woodend WWTP. He was also concerned as he believed budget had been made available five years ago for planting and it was vital to plant as soon as possible to mitigate the midge issue for residents. Thus, he felt there needed to be further consideration of faster growing trees. He commented that if midges had been a problem for so long, the Council needed to consider a different treatment.

Councillor Ward supported the motion and suggested Pittosporums as a fast-growing species.

Mayor Gordon thanked staff for the report, noting that he had recently had an onsite meeting with Michael Bate, a concerned resident. While he supported the work, he cautioned Councillors about advocating for bringing projects forward into an already full work program, as fast-tracking projects could make the program unachievable. This could lead to staff being criticised for not being able to deliver the program. He thanked S Allen for her work and her consideration to achieve broader objectives. It was important to be a responsible asset owner.

Councillor Redmond commented on his experience with midges, noting that they had been a problem for 50 years and were still a problem. The Council should do whatever it could to mitigate the effects.

5.4 Avian Botulism Management 2023-24 – S Allen (Water Environment Advisor)

S Allen advised that there had been a minor Avian Botulism outbreak at the Kaiapoi Wastewater Treatment Plant (WWTP) in the 2023/24 season. However, with only 300 bird deaths, it could have been much worse.

S Allen advised that the Council's Avian Botulism Management Plan 2020 would be updated with minor amendments before December 2024, including procedures if Highly Pathogenic Avian Influenza (such as H5N1) was suspected. The amendments would follow the Department of Conservation and Ministry for Primary Industry guidelines as there was a risk of H5N1 being transmitted to contractors picking up dead birds. There was the potential to look at some possible prevention measures for avian botulism, such as desludging.

Councillor Fulton asked how dead birds were disposed of, and S Allen advised that birds were incinerated in the same process followed by veterinarians.

Councillor Redmond enquired about the mechanism of notifying organisations, such as Fish and Game and Game Bird Hunters, about the Avian Botulism outbreak, and S Allen outlined the notification process.

Mayor Gordon noted the recommendations which resulted from the on-site meeting held with M Bate. S Allen commented that the proposed recommendations related to the function of the wetlands in general.

Mayor Gordon enquired if the sludge noted on the edges of the wetland during the on-site meeting had a worsening effect on botulism. S Allen advised that it was out of the scope of the report; however, there was no current literature regarding the effect of sludge on botulism.

Moved: Councillor Ward

Seconded: Councillor Brine

THAT the Utilities and Roding Committee:

- (a) **Receives** Report No. 240701105914.
- (b) **Notes** the bird death numbers (431 birds) for the 2023-24 season at coastal Waimakariri District Council wastewater treatment plants (WWTPs), as collected by contractors, with a minor avian botulism outbreak at the Kaiapoi WWTP, and two birds collected at the Kaiapoi Lakes.
- (c) **Notes** that the WDC Avian Botulism Management Plan 2020, information leaflets and FAQ sheet will be updated with minor amendments before December 2024, including procedures if Highly Pathogenic Avian Influenza (such as H5N1) is suspected instead of avian botulism.
- (d) **Notes** that WDC staff and contractors will be advised of the low risk of avian botulism toxin being spread by contaminated clothing and footwear if standard hygiene practices are followed so that appropriate actions can be taken if visiting poultry or dairy farms.
- (e) **Notes** that WDC staff will continue to proactively engage with any affected residents and/or concerned members of the public about avian botulism control.
- (f) **Circulates** this report to the Council, the Waimakariri Water Zone Committee, and the Community Boards for information.

CARRIED

Councillor Ward thanked staff for the report and acknowledged the focus on waterway vegetation and birdlife. She noted that she had advised of a dead bird in a reserve and had been impressed with the speed at which the matter had been dealt.

Councillor Cairns commented that 331 bird deaths from avian botulism were a much better outcome than the 5,500 bird deaths in 2014/15.

Councillor Williams acknowledged M Bate's presence in the gallery, who had come to listen to the discussion of these reports, and thanked him for his time, energy, and passion in advocating on these matters.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 Roding – Councillor Philip Redmond

Focus areas for staff:

- Remetalling was continuing on unsealed roads, with 26 roads around the district being metalled during June and July 2024. Maintenance grading was also underway. Staff were carrying out inspections of unsealed roads.
- Drainage maintenance and culvert renewals were continuing. Drain cleaning was underway on Turiwhaia Road, Cones Road, Loburn Terrace Road, Rossiters Road, and Forestry Road. Culvert maintenance had been carried out on School Road in Horrellville, Hawthorne Mews, and Wellington Street.
- Work was about to commence on pre-reseal repairs ahead of the next reseal season.

- Two hundred and ninety-nine damaged / missing edge marker posts have been replaced over the last month.
- The rail on the Eyre River Bridge on Depot Road was repaired, and the abutment on the Swamp Road bridge in Cust was repaired.
- Staff had followed up on a number of incidents with mud on the road, which was likely to continue following recent wet weather.

Capital:

- The focus had moved to design for the 2024/25 financial year. However, work which was proposed for co-funding through the NLTP was not proceeding past design until such time as the outcome of the NLTP was known (likely to be early September).

Other works:

- Work was continuing on the installation of the water, stormwater and sewer mains through the Blackett Street / King Street roundabout. The work in the roundabout was now complete, and the roundabout had reopened. The focus was now on trenching along Blackett Street between Good Street and King Street. Blackett Street was closed in a westbound direction from Good Street to King Street. Durham Street and Good Street were open. Minor changes to bus detour routes continued, as agreed with ECan. Businesses were continuing to be updated as the work progressed. Signage advising businesses were open had been provided.
- Lineside Road Stormwater work was planned with ducting to go across the road near the NPD petrol station. A one-night southbound closure was proposed. Businesses were to be notified.
- Water cutting off excess bitumen Skewbridge Road, Rangiora Woodend Road (nightworks) and Coldstream Road / Golf Links Road (daytime).

Events:

- The "Loburn 39" Road Relay Race was scheduled for Saturday 7th September 2024.
- A Canterbury Rugby Game was to be held on Sunday, 1 September 2024, at the Rangiora Showgrounds.

Road Safety:

- Planning continued for the Kick Start Motorcycle Event, an annual collaboration between Christchurch, Selwyn, and Waimakariri Councils. The event was planned for 22nd September 2024.

It was raised that the culverts on Max Wallace Place appeared rusty. G Cleary agreed to put in a service request for an inspection.

7.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

Water

- The works to install the 450mm water main in Blackett Street were going well. The section in the King Street / Blackett Street roundabout was installed, and the roundabout is now open. The carrier pipe and water main under the railway line near the toy library had been successfully installed. The work to install the remaining sections would be ongoing until early December. Staff had been working on the closure with business owners to keep them informed and minimise disruption.
- Taumata Arowai had visited the Pegasus Water Treatment Plant site earlier this month. A report on the Pegasus-Woodend Water Supply chlorine exemption application was expected in the coming months.

Wastewater

- The sewer system performed well during the rainfall event over the weekend. Sucker trucks were deployed to Cridland Street West and Ohoka Road. However, there were no reported issues or overflows from the network.

Drainage

- Cones Road Drain Upgrade was completed and performed well during the rainfall event over the weekend. Several photographs were taken during the event and staff would consider whether further modifications of the weir were warranted.
- Drainage improvement works were underway across the district at Washington Place, Tram Road and Woodfields Road.
- The Green Road Diversion upgraded works in Tuahiwi were programmed to commence in September 2024.
- During the wind event early last week, several trees along North Brook fell and damaged a nearby residential dwelling. The trees had been removed, and the bank had been repaired. Work was underway to repair the path and plant out the area with natives. A wider inspection would be undertaken to ensure that there were no other 'at risk' trees that need to be addressed.
- Councillor Fulton asked if the recent weather event had had an effect on groundwater levels. G Cleary noted that there had been around 50-60mm of rain. The snow had created some issues for the roads; however, it was a reasonably manageable event, and stormwater systems had coped as expected. An update could be provided on groundwater levels.
- Councillor Williams commented that options would be looked at for Threkhelds Road drain.

Councillor Williams noted that the deputation on cattle damage to the footpath at West Eyreton had not occurred and requested that the Committee be updated or provided a report on the matter.

7.3 **Solid Waste– Councillor Robbie Brine**

- Planned maintenance of the rubbish pit floor would be carried out at the end of the month to renew a portion of the pit floor that had reached the end of its life. This would impact on rubbish operations. Work would start on Thursday evening, and the pit would be closed on Friday and Saturday to allow time for the concrete to cure. The decision had been made to not accept general rubbish for those two days, owing to health and safety concerns and delays to customers. The rest of the site would be open as usual. There was capacity to store rubbish from the smaller commercial collectors, including Salvation Army, Corde and Delta. The rubbish would be held in skips and loaded into the compactor once the pit was open again. However, it was uneconomical to send a large number of skips of uncompacted rubbish to a Christchurch-based transfer station.

Planned communications:

- Staff had advised WM commercial service of the closure would advise them they would have to take their rubbish to an alternative site on Friday and Saturday.
- Solid waste staff would advise the companies and organisations from whom rubbish would be accepted on Friday.
- A news story would be posted on the website early in the week.
- Signage would be erected at the site in several places to advise customers of the upcoming pit closure.
- Handouts would be given to customers over the next two weeks.

- Social media posts would be made in the lead-up to the closure, with a link to the news story.
- Council would advise about the pit closure in the Community Noticeboards for the next two weeks.
- Staff met with a Tyrewise representative on Thursday to discuss the new product stewardship scheme for tyres. Southbrook RRP was registered as a collection point. Since the 1st of March 2024, a tax had been levied on all vehicle tyres entering the country, and as of the 1st of September 2024, Southbrook RRP would be able to accept all vehicle tyres at no charge. Their removal would come at no cost to the Council, and it would receive a small payment to cover handling and administration costs. Tyres still on rims would not be accepted. The tyres would be tracked to ensure they were deposited at a registered processing site. Information would be sent out the following week.
- Following numerous issues collecting bins, for example being placed too close together, under trees and so on, staff had a bin placement handout created to include in the information pack when new bins are delivered. Staff were also trialling some placement tips lid stickers. Staff were aware that there would be some areas where infill had made it very difficult for residents to put their bins out but hoped to reduce the delay in collection by staff needing to move bins to empty them.
- Oxford transfer station was closed early on Sunday (around 2:45pm) due to the snow. Very few customers were visiting the site due to the snowy conditions. Messages about the closure were posted on social media, and staff put a sign up at the gate to advise of the closure.
- Councillor Brine provided an update on the Transwaste Joint Landfill. The Committee had approved \$112,000 in grants, and the fund would be increased to \$120,000 the following year. He advised that Transwaste was now 20 years old and a review of the governance structure and agreements was currently being undertaken. He was not part of the Review Committee and would be made aware of considerations during a briefing session on 20 September 2024; decisions would be put to the AGM on 28 November 2024. He would provide an update, including any concerns to G Cleary following the briefing session, regarding any potential changes to the structure. However, current advice was that there was nothing too radical in the proposals.

Mayor Gordon requested that Councillor Brine raise any concerns if he believed there could be any risk to the agreements following the 20 September meeting, which required the Council's support. Councillor Brine advised that he would request a review of the agreement from the lawyer who had set up the initial agreement if he believed there were any concerns; this step required agreement from other shareholders.

7.4 **Transport – Mayor Dan Gordon**

Mayor Gordon thanked staff and contractors for the great response to the weekend's weather event to ensure the district kept running. He commented that the new drainage system at Cones Road coped well with the event, and it was not until events such as this latest one that they could be tested.

Mayor Gordon commented on the current consultation on the Northern Corridor and the importance of having this district's views heard.

He had attended Fernside School to view how its carpark was operating as some concerns had been raised.

8 MATTERS FOR INFORMATION

8.1 Waikuku Beach Drainage Investigations Update – Jason Recker (Stormwater and Waterways Manager) and Kalley Simpson (3 Waters Manager)

(Report No. 240527085488 to Woodend Sefton Community Board Meeting 10 June 2024)

Moved: Councillor Williams

Seconded: Councillor Redmond

THAT the Utilities and Roothing Committee

(a) **Receives** the information in Item 8.1.

CARRIED

9 QUESTIONS UNDER STANDING ORDERS

Nil.

10 URGENT GENERAL BUSINESS

Nil.

11 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: Councillor Williams

Seconded: Councillor Ward

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

- 11.1 Confirmation of Public Excluded Minutes from 16 July 2024.
- 11.2 Sole Source Ocean Outfall Pumps for Kaiapoi and Woodend Wastewater Treatment Plants - Report to Management Team Operations 29 July 2024.
- 11.3 Supplier Selection for Rangiora WWTP Aeration Basin Trial Upgrade - Report to Management Team Operations 29 July 2024.

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.
11.1	Confirmation of Public Excluded Minutes from 16 July 2024	Good reason to withhold exists under Section 7	As per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, to "enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities."
11.2	Sole Source Ocean Outfall Pumps for Kaiapoi & Woodend Wastewater Treatment Plants - Report to	Good reason to withhold exists under Section 7	Resolves that the recommendations in this report be made publicly available but that the contents remain public excluded as per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, to "enable any local authority holding the

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
	Management Team Operations 29 July 2024		information to carry out, without prejudice or disadvantage, commercial activities".
11.3	Supplier Selection for Rangiora WWTP Aeration Basin trial upgrade - Report to Management Team Operations 29 July 2024	Good reason to withhold exists under Section 7	Resolves that the recommendations in this report be made publicly available but that the contents remain public excluded as per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, to "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 10.42am until 10.50am.

Resolution to Resume in open meeting

Moved: Councillor Williams

Seconded: Councillor Redmond

THAT open meeting resumes, and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

CARRIED

NEXT MEETING

The next meeting of the Utilities and Roading Committee will be held on Tuesday 17 September 2024 at 9am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 10.50M.

Chairperson
Councillor Paul Williams

Date

MINUTES OF A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 20 AUGUST 2024 AT 1PM.

PRESENT

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

IN ATTENDANCE

Councillors P Redmond and P Williams.

K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: Cr Goldsworthy

Seconded: Cr Cairns

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

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 16 July 2024

Moved: Cr Goldsworthy

Seconded: Cr Blackie

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 16 July 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the Minutes.

4 DEPUTATIONS

Nil.

5 **REPORTS**

5.1 **District Licensing Committee Membership Options – B Charlton (Environmental Services Manager)**

B Charlton spoke to the report, highlighting that changes to the Sale and Supply of Alcohol Act, 2012, would result in more applications, objections, and, therefore, more hearings. He also noted that the reappointment of District Licensing Committee members would be addressed in a subsequent report to the Council.

Mayor Gordon sought clarity on expanding the number of District Licensing Committee members. B Charlton explained that the Committee could add up to three more members, which, from the staff's perspective, minimised the risk of not having enough members available for a hearing.

Mayor Gordon then asked if it was necessary to allow for an all-commissioner Committee in the absence of a Chairperson and Deputy Chairperson. B Charlton noted that if the Chairperson and Deputy Chairperson were unavailable, a hearing may be time-sensitive and need to take place without them.

Councillor Fulton questioned whether it was not premature to consider appointing outside members. B Charlton clarified that staff were not recommending the appointment of non-elected members to the District Licensing Committee.

Following a question from Councillor Cairns, B Charlton noted the Chairperson could sign off certain matters; however, some decisions required a hearing. There was a list of commissioners who could be called upon when a hearing was required.

Councillor Williams asked if the perspective of existing District Licensing Committee members had been considered. B Charlton stated he had spoken with the Chairperson, and they both felt the Council should make the decision. He believed that current members' involvement in the decision may be a conflict of interest. B Charlton clarified that the membership could be increased to a maximum of eight members. However, the Committee could decide to only increase the membership by one or two members.

Mayor Gordon noted that resourcing had been previously raised, and he questioned whether the Committee was adequately resourced with a functional library. B Charlton noted that the library is in the process of being made available to the District Licensing Committee. The next training session would present all information currently available to the Committee.

Moved: Mayor Gordon

Seconded: Cr Cairns

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 240801127115.
- (b) **Endorses** the recommendation to expand the membership of the District Licensing Committee by up to two members from five to up to seven members (maximum) with elected members from Council or Community Boards.

AND

THAT the District Planning and Regulation Committee recommends:

THAT the Council:

- (c) **Approves** expansion of the membership of the District Licensing Committee by up to two members, with elected members from Council or Community Boards.

- (d) **Notes** that all District Licensing Committee appointments are for a period of five years by Council resolution.
- (e) **Notes** a further report will be presented to Council for any new appointments to the District Licensing Committee should the Committee recommend to Council to expand the District Licensing Committee membership

CARRIED

Cr Blackie against

Mayor Gordon appreciated the professional opinion provided. However, he believed the current Committee had the necessary experience and appreciated their opinion. He was not supportive of non-elected members being appointed as commissioners. Mayor Gordon Noted that the Chairperson and Deputy Chairperson had the necessary training to perform their duties, and hearings should be planned to suit them.

Councillor Redmond was largely supportive of the motion. However, in his opinion, the main issue for the District Licensing Committee was succession and the need to plan for the future. He had not seen any indication of the caseload increasing; however, if it did, the Committee would benefit, as hearings were excellent learning opportunities. Councillor Redmond also felt it would be beneficial to stagger appointment dates.

Councillor Blackie appreciated that there was a balance to maintain; however, he felt if the District Licensing Committee was running effectively, there was no need to pre-emptively try to fix it. His preference was for the membership to stay at five people.

Councillor Williams found that presiding at a hearing was a key training tool, but hearings did not occur regularly enough to warrant having more members. He agreed that succession was a large problem; however, one member was retiring, which would result in someone new being appointed to the District Licensing Committee.

Councillor Fulton stated that it was important to find a workable pathway to train and appoint commissioners within a timeframe that ensured succession. His preference was for up to two additional members to be appointed.

Mayor Gordon questioned whether textbooks were available for Commissioners to use. B Charlton noted it would be best to discuss this in the next training session with the District Licensing Committee. A library was budgeted for; however, staff needed to further understand what was required.

Councillor Goldsworthy felt increasing the membership would allow new members to be trained while also giving flexibility in current member availability. Planning for succession was also sensible, and he felt the recommendation was appropriate and a good step forward.

Councillor Cairns stated he had observed a District Licensing Committee hearing in previous years, and the current Commissioners were very well qualified. He acknowledged that members would not be ready to sit on a hearing immediately, but having the opportunity to learn and grow their knowledge would be beneficial to the Committee.

Mayor Gordon felt the Committee being well-resourced was necessary. Increasing the membership to seven members would allow for flexibility, should it be required. He thanked those who were currently Commissioners, especially the Chairperson, who performed the function incredibly well. A review of membership could be undertaken at any time if more or less members were required.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 District Planning – Councillor Fulton

- The number of resource consents received by the Council had increased compared to 2023.
- Resource Consent applications for solar farms have been received. Staff were working through if/how the applications would be notified.
- District Plan hearings pertaining to the zoning of main townships were currently taking place.
- Report relating to Significant Natural Areas and their treatment under the National Policy Statement for Biodiversity. No assumptions should be made about the provisions for Significant Natural Areas.
- Report relating to Medium Density Residential Standards. Assumptions about three-level housing may not stand.
- National Policy Statement for Housing Capacity. Consideration on whether staff should have delegated discretion to comment on housing capacity figures.

7.2 Civil Defence and Regulation – Councillor Goldsworthy

- Reserve judgement had been made on tiny homes, and under the Building Act, 2004, tiny homes on wheels were to be considered a building unless they were built on a trailer.

Councillor Williams questioned whether the building needed to stay on the trailer at all times for it to be compliant. K LaValley stated that if the building stayed on the trailer and had taillights, it was not considered a structure and, therefore, did not need consent. If it was only temporarily on a trailer, it was considered a building that required building consent.

Councillor Cairns asked if the trailer would need a Warrant of Fitness. K LaValley noted the decision did not comment on the status of a Warrant of Fitness; however, she would investigate it further.

Mayor Gordon asked if the District Court decision put the determination from the Ministry of Business, Innovation, and Employment regarding contrivance on wheels at risk and if any legal advice had been sought. K LaValley noted that legal advisors had been involved in the whole process. The District Court decision would overturn any other prior determinations. If an applicant wanted to challenge the District Court decision, they could do so in the High Court. She did not believe there was any specific risk involved at this stage.

- The Civil Defence exercise had been received differently in different locations. The hubs would be well used during an event; however, they needed more participation during times when events were not happening.

Five skeleton teams were being set up to be on call for the Emergency Operations Centre if an event occurred.

Following a question from Councillor Williams, Councillor Goldsworthy stated he had not received any updates on the Civil Defence vehicle that needed repairs.

7.3 Business, Promotion and Town Centres – Councillor Cairns

- Kaiapoi businesses have undergone several changes. The Golden Turmeric and Rivertown Café were both under new management, and both sets of owners were new to the district.

- New Businesses in Kaiapoi:
 - Fab Finds on Giles Road.
 - Laundry HQ off Smith Street.
 - Face and Body Essentials on Williams Street.
 - Red Eight pop-up café in Beachgrove.
 - Kaiapoi KFC
 - Elevate Design and Choice Architecture were both opening in the Kaiapoi CBD.
 - Two Rangiora businesses had closed.
 - A meeting was being held on 21 August 2024 to discuss the Parking Management Plan with Rangiora businesses.
 - Changes had been made to the parking signage in Rangiora. The time limit for parking had increased from five days to seven days. Retailers reported that some staff were parking all day in time-limited car parks.
 - Met with organisers of Silverstream events regarding any assistance needed with funding large events.
 - Kaiapoi Promotions Association Annual General Meeting. The association elected a new Chairperson with extensive experience running events in Geraldine.
 - After discussions with Russell Keetley at a Kaiapoi Museum meeting had began developing a historic buildings and arts trail map. The aim was to encourage walkers and cyclists to explore Kaiapoi and to provide background historical information.
 - The organiser of “Down by the River” events had missed out on receiving funding for their monthly music events.
 - The New Zealand Motorcaravan Association Park in Kaiapoi had on average 30 motorhomes per night.
 - The review of the Promotions Association funding had been delayed.
 - Waimakariri District Council was proud to be part of Welcoming Communities, a programme led by Immigration New Zealand that supported newcomers to feel included and have a sense of belonging in the economic, civic, cultural and social life of their new community. They want everyone to feel welcome here and create a diverse and vibrant Waimakariri. Waimakariri is a very fast-growing community with 1,600 new people moving here every year from outside the district, across New Zealand and overseas. Ensuring everyone feels included and had a sense of belonging is vital for building a strong and resilient community. Communities that make newcomers feel welcome are also likely to enjoy better social outcomes and stronger economic growth. Waimakariri has recently joined the programme.
 - Hunnibell Lane walking surface was complete as well as planters and seating.
- Councillor Williams noted a seat on Good Street had been burnt, and he questioned whether staff had considered painting it with fire-retardant paint. Councillor Cairns noted it was an operational matter, but he would pass on the suggestion to staff.

8 QUESTIONS UNDER STANDING ORDERS

Nil

9 URGENT GENERAL BUSINESS

Nil

NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 17 September 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 2.07PM.

CONFIRMED

Councillor T Fulton

Date

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE AUDIT AND RISK COMMITTEE HELD IN THE COUNCIL CHAMBERS, RANGORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY, 10 SEPTEMBER 2024, WHICH COMMENCED AT 9AM.

PRESENT

Deputy Mayor Atkinson (Acting Chairperson), Mayor D Gordon, Councillors T Fulton, J Ward, P Williams.

IN ATTENDANCE

Councillors B Cairns, P Redmond.

J Millward (Chief Executive), G Bell (Acting General Manager Finance and Business Support), C Brown (General Manager Community and Recreation), S Hart (General Manager, Strategy, Engagement and Economic Development), P Christensen (Finance Manager), T Kunkel (Governance Team Leader) and K Rabe (Governance Advisor).

APOLOGIES

Moved: Councillor Williams

Seconded: Councillor Ward

That an apology for absence be received and sustained from Councillor Goldsworthy.

CARRIED

1 CONFLICTS OF INTEREST

No conflicts of interest were recorded.

2 CONFIRMATION OF MINUTES

2.1 Minutes of a meeting of the Audit and Risk Committee held on Tuesday 13 August 2024

Moved: Councillor Fulton

Seconded: Councillor Williams

THAT the Audit and Risk Committee:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of a meeting of the Audit and Risk Committee, held on 13 August 2024.

CARRIED

2.2 Matters Arising

Nil.

3 PRESENTATION/DEPUTATION

3.1 Oxford Promotions Action Committee – Annual Report

Peter Rielly, Chairperson for the Oxford Promotions Action Committee (OPAC) spoke to his presentation (Trim Ref: 240910154443).

P Rielly gave a brief overview of past events and upcoming initiatives noting that 2023 had been a difficult year. It had been a struggle to fill all the Committee positions and there had been a concern that OPAC may have to go into recess. Thankfully all positions were filled by new members joining the committee. All events had a good turnout and only one mix and mingle event was held. The newsletter was reinstated with great feedback being

received on the reinstatement. An appreciation plaque was made and installed over the public toilet mural. Donations were made to Oxford Community Trust for their assistance with annual events held and \$1,000 to the Dark Sky project. Sprout Accountants had funded the Xero accounting system which had proved a huge timesaver. OPAC had also received the Council's Annual Capacity grant to cover Christmas events and funds to be used at OPAC's discretion for community events and projects, while the Oxford-Ohoka Community Board had helped fund the lighting of the tree for the Matariki event. Unfortunately, the Christmas flags were of poor quality and would need to be replaced. OPAC members are working with Councillor Cairns to resolve this matter.

The Chair thanked P Rielly for his and the Committee's work within the community and ensuring that Oxford continued as a strong and vibrant community.

Councillor Fulton also thanked P Rielly for persevering in ensuring all the committee positions were filled which allowed OPAC to continue its work. He acknowledged the impact of breaking its term deposit had for the group, however due to the timing of Matariki this had been unavoidable.

Councillor Cairns requested clarification on if there had been an increase in visitors to the region and P Rielly noted that there was a slight drop during the last year however, he was confident that this would be resolved with the improving economic position.

Councillor Ward commended P Rielly's enthusiasm and leadership during a difficult economic year and wished OPAC well for the future. She also queried if it would help if the township used more lighting during the Christmas period, as with the Matariki/Winter Light Festival, to improve the Christmas spirit. P Rielly noted that there had been requests for the tree to be lit all year however this was an expensive undertaking. He acknowledged that during summer the time the lights would be on would be much shorter than during mid-winter. This matter was currently under discussion with Council staff.

Deputy Mayor Atkinson thanked P Reilly for her presentation.

3.2 Kaiapoi Promotions Association – Annual Report

Mr John Rule, Chair of the Kaiapoi Promotions Association did not attend the meeting.

3.3 Rangiora Promotions Association – Annual Report

Debs Taylor-Hayhurst, Chairperson for the Rangiora Promotions Association spoke to her presentation (Trim Ref: 240910154521).

Rangiora Promotions Association had carried out a major relaunch which had reassessed its values, its purpose and focused on its mission for the future. The result had been that the group would focus on community events, supporting community initiatives which would profit local businesses in the long run. Event criteria would include being community centric, connection between business and community, and community to community.

D Taylor-Hayhurst gave a brief overview of events held in 2023 and spoke to the challenges to be faced during 2024/25 which included a lack of funding, impacts from economic downturn, lack of board members and no supporting contractors. She thanked the Council for its ongoing support over the years and during the relaunch.

Deputy Mayor Atkinson thanked the Group for the work they did, not only for the community and businesses but also for the township as a whole.

Mayor Gordon acknowledged the time and effort taken to work through the relaunch and to overcome the challenges brought on by the economic downturn, falling volunteer numbers and the cost of traffic management.

Councillor Cairns endorsed the Mayor's comments and thanked D Taylor-Hayhurst for her willingness to assist other promotion groups. He asked how the upcoming Celebration Night would impact on retailers along High Street. D Taylor-Hayhurst replied that during the relaunch the Group had received feedback regarding the high expectation of retailers during community events, however the Group was now focused on the community rather than retailers. The Group believed that successful events would impact retailers down the line and economic growth. The Celebration Night would utilise stalls for the most part however if retailers opted to stay open and participate in the event, they would be welcome.

Councillor Ward asked if D Taylor-Hayhurst thought the town centre was festive enough during the holiday season and if she believed more could be done to make High Street more inviting to shoppers. D Taylor-Hayhurst reiterated that the group were now community centric rather than only concentrating on retailers however retailers would benefit as a byproduct of any community initiatives. This was to mitigate the retailers disappointed expectations.

Councillor Fulton noted that maybe the focus for events should be on entertainment rather than food and suggested that donations to attend events should be encouraged. D Taylor-Hayhurst replied that this matter had been discussed and when the event was in a contained area they had asked for donations for entry, however this approach did not work for every event.

Deputy Mayor Atkinson was supportive of the new direction noting it had been a brave move which seemed to be working. D Taylor-Hayhurst agreed saying membership was increasing and she believed that by the end of the financial year the member figure would be into three digits. This was the first time in some years that the group were showing a positive balance.

In response to Mayor Gordon's request to explain the process followed in the relaunch, D Taylor-Hayhurst replied that the first step had been to survey retailers and other stakeholders to get information. Four facilitated meetings were held to analyse the information received and to brainstorm on a way forward. This had resulted in a long list of ideas which had then been reviewed and prioritised. All events were assessed using agreed criteria to ensure that the Group were following their goal of community centric initiatives.

Councillor Williams asked if the group had information which detailed which retailers were owner/operators and who were franchisees. D Taylor-Hayhurst replied that the group did not hold that information however Enterprise North Canterbury would have the information required.

Deputy Mayor Atkinson thanked D Taylor-Hayhurst for her presentation.

3.4 Bancorp Treasury – David Walker

D Walker from Bancorp spoke to his presentation (Trim Ref: 240911154772) which gave an overview of the current economic situation. While the economic situation was still unpredictable there were small signs of recovery. Overall, he believed that the Waimakariri District Council were performing well during a difficult financial time.

Councillor Fulton, referring to the historical data provided, queried what a 1.75% reduction in rates would mean for councils. D Walker replied that this could result in low long-term rates however there would be benefits for councils with rates being set every 90 days and could have an accumulative effect.

Councillor Williams queried if D Walker believed that the previous Government had created the economic downturn with the way it had managed the pandemic and lockdowns. D Walker stated that it was easier to see what should/could have been better managed in hindsight and believed that the Reserve Bank had thrown everything at managing the problems that resulted from the pandemic. Councillor Williams asked if the Council should be slowing

its borrowing to mitigate the effects and was told that the Council found itself in a better position than expected and ratio and affordability had to be considered, especially considering it had an AAA- rating and what the district had achieved in rebuilding after the earthquakes.

In response to a question from Councillor Cairns, D Walker stated that there would be no benefit in bitcoins for councils.

Mayor Gordon noted that the Council had intergenerational debt to ensure the district recovered from the earthquakes and it was now in a far better position than many other councils, both in its upgraded assets and its financial position. J Millward noted that the situation would have been far different if the Council had to rely on the banking sector however Local Government Finance was significantly more flexible with lower legal costs and offered the best rates available. The rating system was set up to guarantee and ensure there would be no major issues within the sector and exposure was related to total rate revenue which for WDC was currently at 0.3.

Deputy Mayor Atkinson thanked D Walker for his presentation and advice.

4 **REPORTS**

4.1 **Financial Report for the Period ended 30 June 2024 – P Christensen (Finance Manager)**

P Christensen presented the report which advised the Committee of the financial position for the period ended 30 June 2024.

In response to a question by Councillor Williams regarding sale of assets, P Christensen replied that this arose when assets were replaced during maintenance and the current asset had to be disposed of, which if in good condition, could be sold rather than disposed.

Councillor Fulton queried the revaluation of three water assets and was told that these needed to be revalued due to the rise in construction costs which impacted asset values. There were significant variances in the book value of assets due to the time lapse between developers building the assets and the Council taking ownership of the assets.

Moved: Councillor Ward

Seconded: Councillor Fulton

THAT the Audit and Risk Committee:

- (a) **Receives** Report No. 240827143868.
- (b) **Notes** the preliminary surplus for the year ended 30 June 2024 is \$50.0 million. This is \$31.5 million over budget and reflects the high level of non-cash vested asset revenue.
- (c) **Notes** Significant expenditure variances include losses on disposals of assets \$4.2 million over budget and \$5.7 million costs from expenditure budgeted as capital but that must be accounted for as operating expenditure.
- (d) **Notes** the additional audit fee of \$55,000 incurred on the audit of the Long-Term plan 2024-34, and notes that the Canterbury Mayoral forum is writing to the Local Government Minister regarding increases in audit fees.
- (e) **Notes** that the Annual Report is currently being audited by Audit New Zealand. The Annual Report will be presented to the Council in October for adoption.

CARRIED

Councillor Ward thanked the Finance team for their work and for handling difficult challenges during a trying year while maintaining a positive financial position for the Council.

Councillor Fulton agreed acknowledging the many moving parts and uncertainties faced by the team during the year.

4.2 Reporting on LGOIMA Requests for the period 1 June 2024 to 31 August 2024 – T Kunkel (Governance Team Leader)

T Kunkel spoke to the report which provided an update on the requests for information made under the Local Government Official Information and Meetings Act 1987.

Councillor Fulton queried if the time cost to staff was increasing and was told that there was a 63% increase in requests since 2020.

Councillor Williams asked if the relevant departments were aware of questions asked especially in relation to flooding. T Kunkel replied that all Level Two Managers oversaw the queries and therefore their departments were made aware of any requests relating to their specific area.

Mayor Gordon noted that the staff treated all requests professionally and any affected individuals were dealt with respectfully when required.

Councillor Fulton asked for clarification on privacy matters in relation to the requests for information, namely if the requestee came to an elected member in relation to the response received. T Kunkel explained that the Council protected the privacy of the individual asking the question and if they then approached an elected member that was their decision.

Councillor Redmond noted that several requests for information had been made against a particular resource consent. He asked why one of the requests took three days to respond to while others only took two days. J Millward replied that although queries were made on one consent it did not mean that all the queries were the same and staff responded to each query accordingly.

Moved: Mayor Gordon

Seconded: Councillor Fulton

THAT the Audit and Risk Committee:

- (a) **Receives** Report No. 240828145041 for information.
- (b) **Notes** that the Council received 64 requests and responded to 61 official requests of information from 1 June 2023 to 31 August 2024, 13 less than the 74 official requests responded to in the same period in 2022/23.

CARRIED

Mayor Gordon thanked T Kunkel for her work on the requests for information which generated significant work and time commitment.

Councillor Fulton acknowledged the cost the Council paid by being open and transparent to its community, however this was a fact of life and had to be handled in the best interests of all.

5 **PORTFOLIO UPDATES**

5.1 **Audit, Risk, Annual / Long Term Plans – Councillor Joan Ward**

Annual report

The financial statements were complete and were currently being audited. Staff were running a little behind their planned timetable because of the extra work with revaluation of three waters assets. This revaluation of three waters assets had not been planned for June 2024, however the rate of inflation meant that the revaluation had to be brought forward to make sure the assets were recorded at fair value. The revaluation of the roading, water and buildings had increased the Council's net asset value by more than 10%. The finance team was working closely with the auditors to keep the audit on track with the aim of being able to adopt the annual report on 15 October 2024.

LTP audit fees

As reported in the June finance report, the audit fee set for the LTP audit had not really reflected the work required and as a result the Council had to pay additional fees. This was an issue across the local government sector and the increased expectations placed on audit teams and councils in relation to audit work indicated that future audit fees would be higher than expected. This was probably something that would need to be considered at a national level.

Treasury management

We had borrowing and associated interest rate swaps which matured over the coming few weeks and the finance team would be working with Bancorp to determine borrowing requirements and the associated need for additional hedging.

Annual Plan 2025/26

Planning for the annual plan 2025/26 was now underway, with the first Project Control Group meeting scheduled for 16 September 2024.

5.2 **Communications and Customer Services – Councillor Joan Ward**

Communications

This quarter had been another busy one. At the last Council meeting Councillor Fulton asked some questions regarding website performance. This will be covered in more detail in a briefing session later during the year however there are some high-level highlights below:

- 26 news stories, created four comms and engagement plans for significant projects, and responded to 102 media queries.
- News related to the adoption of the Long Term Plan, and this process generally.
- Engagement platform now had 2,900 registered users who wanted to engage with the Council on topics of interest.
- Website sessions of 155,000. This was up from 140,000 compared to 2022 and seemed in line with population growth.
- Search was dominant in terms of the most popular page.
- Website user activity compared to 2022 showed a big decrease in 'scrolling' (85% of sessions in 2022, compared to 29% in 2024) which suggested users were finding what they were looking for faster.
- Themes e-newsletters were achieving an open rate of between 62 and 71%. In marketing a good email open rate should be between 17-28%. This showed our content through e-news was offering residents something interesting/different and highlighting the value of Council services.

- Social media continued to grow. Facebook remained the most popular platform with 24,301 followers. Successful posts could reach up to 52,411 users. Instagram was growing and now had 562 followers. The content strategy on this platform would increase the numbers in coming reports.
- 126 graphic design projects were completed in house. This included Let's Talk projects, all-ratepayer comms re the LTP, the Tradie Breakfast and briefing material for a ministerial visit on Council's strategic roading programme.

In summary, the Council continued to deliver a lot of information provision, value-add messaging, and engagement opportunities for residents in support of the Council.

Councillor Williams asked for clarification on the process of banning someone from the social media page and J Millward agreed to circulate the information on the process to all councillors.

Customer Services

- The rates first instalment due date was towards the end of August. Reminder notices were also sent out for dog registrations so it had been a busy time for the counter staff.
- 2,355 rates rebates were issued between 15th July and 31 August, just slightly more than the previous year. Of these 2,001 applicants received the maximum rebate of \$790, and the total received in rebates was \$1,756,199. Staff were now contacting residents of retirement villages who may qualify for rates rebates and inviting them to apply.
- Work on implementing the new Datascape system was gaining momentum with most of the team now being involved. Over the last month staff had attended workshops on Dog Registrations, LIMs and Cemetery Management. Staff training on rates, land and property would occur in the following week with cash receipting and debtors and debt management training expected to be scheduled before the end of September 2024.
- Letters had been sent to ratepayers with balances owing from the last financial year. The team had a good response to this request to either pay or get in touch. Follow up letters would be sent where necessary at the end of September 2024.

6 QUESTIONS

Nil.

7 URGENT GENERAL BUSINESS

Nil.

8 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: Councillor Williams

Seconded: Councillor Ward

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

Item 9.1 Confirmation of Public Excluded Minutes of Audit and Risk Committee of 13 August 2024.

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:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
9.1 Confirmation of Public Excluded Minutes of Audit and Risk Committee of 13 August 2024	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (LGOIMA s 7(2)(i)).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 11.01am and concluded at 11.02am.

OPEN MEETING

Resolution to resume in Open Meeting

Moved: Councillor Williams

Seconded: Councillor Fulton

THAT the open meeting be resumed and the business discussed with the public excluded remained public excluded.

CARRIED

NEXT MEETING

The next meeting of the Audit and Risk Committee will be held on Tuesday 12 November 2024 at 9am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 11.02AM.

CONFIRMED

Acting Chairperson
Deputy Mayor Atkinson

2024

Date

UNCONFIRMED

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 14 AUGUST 2024, AT 7 PM.

PRESENT

J Gerard (Chairperson), K Barnett, R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), G Stephens (Design and Planning Team Leader), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

Mayor Dan Gordon and eleven members of the public were present.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Item 6.3 - B McLaren declared a conflict of interest in the Oxford Community Trust application for Discretionary Grant funding for the costs involved in hosting a Day Out Event, as he worked with various social service providers in the Waimakariri District.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 10 July 2024

Moved: B McLaren

Seconded: J Goldsworthy

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 10 July 2024.

CARRIED

3.2. Matters Arising (From Minutes)

T Kunkel provided an update on the following matters:

- **Environment Canterbury Air Quality Monitoring Station** - Environmental Canterbury has not yet provided the Council with the results of the public consultation on the preferred location of the station.
- **Quarry and landfill in Loburn** - The consent application submitted by Protranz International Limited to undertake quarrying activities and construct and operate a landfill on Quarry Road, Loburn, was still on hold, awaiting further information from the applicant.
- **Solar farm on Upper Sefton Road, Loburn** - Energy Bay Limited's consent application to develop a solar farm at 87 Upper Sefton Road was still on hold, awaiting further information from the applicant.

3.3. **Notes of the Rangiora-Ashley Community Board Workshop – 10 July 2024**

Moved: S Wilkinson

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated notes of the Rangiora-Ashley Community Board workshop, held on 10 July 2024.

CARRIED

4. **DEPUTATIONS AND PRESENTATIONS**

4.1. **Seasonal Temporary Paper Road Closures for Nesting Bird Protection – L Ellis (Operations Manager, Department of Conservation - North Canterbury District), S Young (Department of Conservation - Senior Ranger Biodiversity), and G Davies (Ashley Rakahuri Rivercare Group)**

S Young noted that braided rivers were a unique ecosystem and were globally rare. Canterbury had 64% of New Zealand's braided river ecosystems. The Ashley Rakahuri River was one of Canterbury's significant braided river ecosystems and was one of the last strongholds of native biodiversity on the Canterbury Plains. Braided rivers were a very dynamic habitat and were home to a wide range of bird species, many of which, such as the threatened Wrybill and endangered Black-fronted Tern, had specially evolved to cope with the harsh habitat. Around 85 species of birds lived on Canterbury's braided rivers, many of which were endemic, of which many were threatened.

G Davies explained that the Ashley River was the least damaged of the Canterbury Plains rivers, which made it a critical habitat. Larger rivers had flooded due to the northwest rains; however, the Ashley River had not. The Waimakariri River had entire seasons where all the bird nesting had been washed away due to repeated flooding. Due to this, many of the birds migrated to the Ashley River as their principal nesting area. The Ashley Department of Conservation Group conducted regular bird studies in the upper part of the Ashley River, which had become a critical habitat.

L Ellis noted since 2021, the Department of Conservation (DOC) had seen a substantial increase in the number of vehicles in the Ashley Riverbed. In part, that stemmed from a local radio station's promotion of 'Crate Day' in early December. An unofficial organised group had introduced a river run along the Ashley River from the Okuku confluence to the Ashley Gorge. This has hurt the biodiversity in the riverbed and threatened birds, as many of the birds have been killed and nests destroyed.

In 2023, DOC worked with the Ashley Rakahuri Rivercare Group, the New Zealand Police and the Council to close some access points to the Ashley River. Environment Canterbury managed the Ashley River's lower part (below the Okuku's confluence). Over the last ten years, they have closed off vehicle access to the riverbed during nesting season, which seems to be working well, with good awareness and few vehicles. Therefore, DOC was proposing the annual closure of the unformed legal road (the Ashley River section from the Okuku confluence to Ashley Gorge) during the nesting season.

J Gerard questioned if DOC requested the Board's support for the road closures. L Ellis confirmed that DOC was seeking support for the Council to close the unformed legal roads that formed the Ashley riverbed from 1 September to 31 January each year.

K Barnett commended DOC for their work to protect the birds; however, she expressed a concern that the public would not be able to access swimming holes in the Ashley River during the summer. L Ellis noted that people will still be able to drive to the barrier and walk to the river.

P Williams enquired if there was another location or riverbed that purpose-built off-road recreational vehicles could access in light of the Ashley Rivers' unique ecosystem. L Ellis commented that their mandate was to protect biodiversity, and she did not believe it was appropriate to nominate a 'sacrificial river'. L Ellis further noted that recreational vehicle owners were prepared to change their behaviour and not use the river during the nesting session. However, it was the antisocial behaviour of some, particularly on Crate Day, that was of concern.

Responding to a question from J Gerard, L Ellis advised that under the Land Transport Act 1998, the definition of a legal road included riverbeds. The Ashley River section from the Okuku's confluence to the Ashley Gorge was classified as public conservation land managed by DOC and as an unformed legal road managed by the Council. This meant there was currently unrestricted vehicle access along the Ashley riverbed. However, the Council had the authority to close the unformed legal road.

I Campbell asked what steps had been taken to educate recreational vehicle owners on the importance of protecting the Ashley River's ecosystem. L Ellis reported that DOC had met with 4-wheel drive clubs, which were willing not to use the riverbed during nesting season. It was the vehicle owners who were not associated with organised groups who seemed to cause problems. Over the past few years, there had been much media coverage, and DOC Rangers and the New Zealand Police maintained a presence on the river to help educate drivers. There have also been Facebook campaigns, newspaper articles, and signage on the river urging people to respect wildlife.

S Wilkinson questioned whether cancelling Crate Day would stop the destruction of the bird's habitat. L Ellis did not believe it would, as river runs had become local events.

4.2. **Community Issues – Sam Fisher**

S Fisher alerted the Board about the residents' concerns regarding safety at the intersection of King and Charles Streets, Rangiora. The residents were concerned that there could be a critical accident and asked the Board to request the Council to investigate the possibility of implementing safety measures at the intersection.

S Fisher introduced the idea of a modern version of a 'town crier'. He suggested a public billboard displaying local photos, advertisements, and public notices that the Council, businesses, and community could use. Community facilities, businesses, retirement homes, and private residences should be able to access the free feed. S Fisher explained that the free feed would enable the communication of key information to the community.

I Campbell questioned how often the images on the proposed free feed would be updated and who would sign off on them. S Fisher suggested that the images be changed once a month or when required. He further indicated that the Council or Rangiora Promotions could administrate the content of the free feed.

J Gerard thanked S Fisher for the information and advised that the Board would request an updated safety of the King and Charles Street intersection.

4.3. **Queen Street Trees – Queen Street Residents**

On behalf of Queen Street residents, Mr Hill addressed the Board on the proposed Queen Street Trees Management Plan. He commented that he had attended the Board meeting on 8 November; however, due to a miscommunication, he was unable to address the Board. He tabled the points he would have made had he been able to make a presentation (Trim 240815136841).

Mr Hill advised that residents disagreed that the Tripstop trial had been successful, and they believed the footpath was still uneven and dangerous. He commented that providing bags for people to collect leaves did not mitigate the challenges of collecting large quantities of fallen leaves, especially for ageing residents. The residents felt that the

consultation the report stated should have been undertaken had not actually occurred; thus, their concerns had not been resolved.

Regarding the Queen Street Plane Tree's Management Plan, Mr Hill noted that residents were previously advised that a one-third height reduction was feasible; however, the plan was to reduce trees by only a couple of metres over the next five years. He referred the Board to the Masterton District Council's decision to remove trees that had been allowed to grow too large. Mr Hill expressed a concern that the resident's evidence would not be considered based on comments made at previous Board meetings.

M Fleming asked if providing bins for leaves would make it easier for residents to pick up leaves. Mr Hill did not believe it would, as the large quantities of fallen leaves still needed to be collected. In any case, shading from the trees was the resident's primary concern.

J Ward enquired what tree height would be acceptable for residents. Mr Hill commented that at the site meeting held, residents had been advised that reducing trees by a third was feasible, and residents believed this scale of reduction would allow for a lot more light.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Queen Street Trees Management Plan – Grant MacLeod (Greenspace Manager)

The Council's Design and Planning Team Leader, G Stephens, S Mackinnon (Asplundh) and G Jones (Asplundh, via Teams) were present to speak to the report. G Stephens introduced the report, which requested approval of the Management Plan (the plan) for the London Plane trees in Queen Street, Rangiora. G Stephens provided a brief overview of the process of drafting the plan; he advised that, after the Board meeting in November 2023, a meeting was held with interested residents, Mayor D Gordon, J Millward and J Gerard in April 2024 to discuss the management of the trees. The main points recorded included leaf fall, how the trees were impacting drains and gutters, fixes required to the footpath network of Queen Street and further pruning of the trees.

G Stephens explained that staff had had several meetings with the Council's contracted arborists, Asplundh, to discuss the management of the trees, which resulted in the plan's creation. The plan aimed to retain the iconic trees in good health while reducing their height and size over five years through industry-standard crown reduction techniques. To comply with industry standards, removing more than 25% of the overall leaf-bearing structure would not be possible during the five-year plan period. However, it is expected that the overall height of the trees could be reduced by between two and three meters while also having a thinner outer canopy. The exact amount would be specific to each tree and its overall health and vitality.

S Mackinnon added that Asplundh had developed the plan based on the nuisance aspect to residents, including shading, leaf drop and damage to the footpath and balanced that against the importance of retaining the avenue of trees to the broader community.

J Gerard asked how the tree height would compare to the height of the streetlights after five years. S Mackinnon advised that it was unlikely that the trees would be reduced to the height of the streetlights. The proposed 25% reduction related to the leaf-bearing capacity of the trees and a reduction greater than 25% would increase weakly attached fast-growing shoots that would cause more challenges and necessary maintenance.

M Fleming sought further details regarding the proposed reduction in the trees' canopies. S Mackinnon commented that the trees currently had only 50% of the canopy that London Plain trees should have, and it was essential to retain enough canopy to keep trees healthy.

P Williams enquired what the trees currently cost to maintain and what the cost would be under the new plan. G Stephens explained that the last pruning was significant and cost approximately \$20,000. Maintenance pruning was anticipated to cost less; however, an exact estimate could not be obtained until the summer, when the trees were covered with leaves. However, staff were confident that costs would fall within the existing Tree Maintenance Budget; otherwise, the Board would be advised.

P Williams questioned if staff were recommending an unlimited budget due to the unknown cost. S Hart noted that staff had indicated that the existing tree maintenance contract reactive budgets would cover the cost in the first year. Should additional funding be required, staff would apply for budget during the Council's annual plan process, as the Council was responsible for budget allocation.

K Barnett expressed a concern that implementing the plan may set a precedent for residents of other streets to expect a higher level of service for their street trees. G Stephens acknowledged that this could occur; however, staff would work with those residents to address their concerns if and when issues arise. The plan was specific to Queen Street because the trees contribute to Rangiora's amenities.

K Barnett asked whether it was confirmed that the Victoria Park trees provided more shade than the Queen Street trees; however, G Stephens indicated that staff was not aware if that was, in fact, the case and could, therefore, not comment.

K Barnett further questioned whether any trees could be pruned to the height of the streetlights, and S Mackinnon advised that it depended on the individual tree; however, some of the smaller trees may end up the same height as the streetlights.

Responding to a question from K Barnett, S Mackinnon noted that the trees were different sizes, with trees on the Victoria Park side being smaller; however, the trees would be managed to create as much consistency as possible to provide an avenue effect.

L McClure sought clarity on the annual growth rate of London Plane trees and whether a 25% decrease in tree height over five years would exceed the growth over that time. S Mackinnon noted that the growth rate depended on various factors; however, the plan removed more than the annual growth rate.

J Ward asked what the height of the trees would be after five years and whether the reduction in height would increase tree safety, as the trees were much larger than urban trees generally. S Mackinnon advised that their scope from the Council had been to develop a Management Plan to maintain the health and vitality of the trees while balancing the residents' concerns. The plan they developed was based on industry best practices, and they recommended reducing the tree height any further, which would mean Asplundh was not acting professionally.

M Fleming enquired if further reducing the tree height would encourage more dense growth. S Mackinnon confirmed that heavy pruning could create a denser canopy and, thus, more shading.

S Wilkinson questioned whether implementing the proposed plan delayed the inevitable removal of the trees in five years. S Mackinnon commented that the trees would unlikely need removal in five years.

S Wilkinson asked if the residents had agreed on the plan being the best solution for the trees. With the approval of the Chairperson, Mayor D Gordon spoke about the process that had been undertaken to meet all Queen Street residents about the trees. He noted that it was clear that the residents would like the height of the trees to be reduced to a much lower height than what was proposed in the plan. With regard to leaf fall, staff had implemented more regular cleaning of the street. They had also made improvements about trip hazards and stormwater-related concerns. Mayor Gordon commented that there were numerous reports on the Queen Street trees over time. Therefore, he requested one decisive document that provided clear guidance on managing the trees. He highlighted that during the onsite meeting, advice had been received that tree height could be reduced by a third; however, this advice had later changed.

Mayor D Gordon advised that the Council also had the proposed plan peer-reviewed by renowned arborist Graham Ford to ensure it was best practice. The advice was that removing too much height from the trees would create a risk. Consultation had been undertaken to ensure that residents' views had been considered. The community was highly expected to maintain the Queen Street trees.

S Wilkinson questioned, in layperson's terms, the lack of alignment between the proposed plan and what residents wanted. Mayor D Gordon commented that, generally, none of the residents wanted the trees removed. However, they wanted the height to be reduced and maintenance to be increased. They acknowledged that the residents may not consider the proposed plan ideal, though it would maintain tree health.

J Gerard asked if the trees could be further reduced in the next three to five-year cycle. S Mackinnon did not believe that would be viable. Ongoing maintenance would be required to reduce size as much as possible while keeping trees healthy; however, he did not believe they could be made smaller.

J Ward sought confirmation that the trees would be 13 meters once pruned. However, S Mackinnon advised that he could not provide a definitive final height as it depended on the individual tree.

Moved: R Brine

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240530087682.
- (b) **Approves** the Queen Street Tree Management Plan (Trim 240801127792) prepared by Asplundh and peer-reviewed by Graeme Ford and Council staff.
- (c) **Notes** that staff have arranged for a sweeper truck to attend to Queen Street twice a week during the leaf fall season. This will occur on Monday and Thursday. On the Monday visit a leaf blower will be deployed ahead of the sweeper truck. This will ensure any leaves deposited by residents from their property can be caught by the sweeper truck.
- (d) **Notes** footpath inspections, in order to establish the forward repair program for the district are currently being undertaken. The repair of the Queen Street footpaths will be prioritised within the program. It is anticipated that repairs will occur in the next six to 12 months. This work is being managed by Councils Roading Unit.
- (e) **Notes** that stormwater laterals from the boundary to the curb will be inspected and identified repairs carried out in the 2024/25 financial year. Council will contact residents to let them know if repairs are going to be undertaken to the laterals outside their properties.

- (f) **Notes** that the Management Plan identifies that two to three metres of height can be reduced from the trees over the five-year maintenance period as well as achieving a thinner outer canopy.
- (g) **Notes** that the amount of crown reduction that can occur each season will be determined by an inspection undertaken by qualified arborists and will depend on the health and vitality of the trees.
- (h) **Notes** that in the first year of inspection, it is proposed that any branches that are overhanging boundaries and are growing in a way that does not support good tree health, balance and form will be inspected and, if possible, removed.
- (i) **Notes** that the approved actions regarding the trees and the footpath and stormwater assets will be included in the Management Plan as one document and provided to residents.

CARRIED

J Ward and P Williams abstain

R Brine thanked staff for a detailed report and commented that, over the years, much effort had been undertaken to solve the challenges experienced with the Queen Street trees. He was aware that not all parties would be satisfied; however, he also considered the view of the wider community, which valued the trees. R Brine noted that staff had indicated that the existing tree maintenance contract reactive budgets would cover the cost in the first year. No indication had been given of the future budget requirement; however, if more funding were required, staff would apply for the budget during the Council's annual plan process. If the tree maintenance were considered too expensive for the wider community, a decision would need to be made then. R Brine, therefore, supported the motion.

K Barnett also supported the motion; she noted that staff had looked at all possible solutions, recognised the difficulties for street residents and provided a higher level of service. Victoria Plan and its surrounding area were an iconic amenity for Rangiora, and it was a matter of living in harmony with the natural environment. K Barnett believed the possibility of the public sustaining injuries from the trees was slim. She requested that the trees be pruned to maintain the nice, even avenue effect. She hoped that the Board would support the motion and consider the wider community's wishes.

P Williams expressed concern with the proposed plan, as staff could not clarify the question on shading or provide the expected costs. He noted that colleagues had suggested that if Waimakariri residents thought the maintenance was too expensive, then the trees could be removed. However, the removal costs were also unknown. P Williams was also concerned that the scope of the proposed plan did not include investigating all options. He would abstain as there were too many unanswered questions.

L McClure was conflicted and agreed that there were too many unanswered questions. She noted that trees had fallen over, as had happened recently in her neighbourhood, and she wished to see a more significant height reduction for the trees.

J Ward agreed that dangerous, large trees could cause harm. She was concerned about tree height and the inability to reduce their size. For safety reasons, she believed the tree's height should be reduced as 13 meters was too high.

J Goldsworthy acknowledged the concerns raised by members; however, if the motion was not carried or an amendment tabled, the status quo would remain, and problems with the trees would not be addressed. He noted that the trees would be assessed once they were in full leaf, and a report would go to the Council if the trees became too expensive to maintain. J Goldsworthy indicated that he supported the motion, as it would allow steps to be taken to meet the needs of residents.

S Wilkinson was conflicted, as London Plane trees were no longer recommended as street trees. He believed that the proposed plan may only delay the inevitable by requiring the removal of trees necessary in the future.

J Gerard noted that the Board has been considering the maintenance of the Queen Street trees over the last 17 years. It was a challenging issue, and not everyone would be pleased with the results. Queen Street was an iconic street in Rangiora due to the trees, and the community would be 'up in arms' if they were removed. He agreed they were the case of the wrong trees in the wrong place. However, he disagreed that the trees would cause safety concerns as they would be maintained to best practice. If they did become a safety issue, necessary decisions would be made. In the rapidly changing environment, it was necessary to have trees that benefited the town and provided a safe environment. The proposed plan provided the best outcome: maintaining safety while letting through the most light. J Gerard reiterated the steps taken to review the proposed plan with an expert arborist peer review.

R Brine, in his right of reply, commented on the wishes of the wider community. His colleague was correct; if the motion did not pass, the status quo would remain, which was not acceptable to residents. Hence, further debate would have to be held with the Council and the Board.

6.2. **Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund and 2024/25 General Landscaping Budget – T Kunkel (Governance Team Leader)**

T Kunkel noted that the Board's General Landscaping Budget allocated by the Council for the 2024/25 financial year was \$42,970. A carryover from the 2023/24 financial year of \$28,656 brought the total budget to \$71,626. The Board had previously indicated that they wished to spend the funds on beautifying the town entrances, particularly the Kippenberger Avenue entrance to Rangiora. It was anticipated that the Greenspace Team would hold a workshop with the Board in September 2024 to discuss possible landscaping projects.

T Kunkel further advised that the Council did not carry over the ±\$2,856 remaining in the Board's Discretionary Grant Fund in the previous financial year. However, it reviewed the Community Boards' fund allocations as part of the 2024-34 Long Term Plan process. The revised allocation was based on \$0.51 per head of population in the Board's geographical areas. The Board's Discretionary Grant Funding allocation for the 2024/25 financial year was, therefore, \$14,200.

WORKSHOP

The Board adjourned from 8.37pm to 8.41pm for a workshop to discuss the proposed updates to the Board's Discretionary Grant Fund Criteria.

Moved: P Williams

Seconded: S Wilkinson

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240515077892.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for the 2024/25 financial year was \$42,970, with a carryover from the 2023/24 financial year of \$28,656, for a total of \$71,626.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2024/25 financial year is \$14,200.
- (d) **Approves** the Board's 2024/25 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).

- (e) **Approves** the Board's 2024/25 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2024/25 financial year (July 2024 to June 2025).

CARRIED

P Williams supported the motion and commented that the report clearly explained the funding available to the Board during the 2024/25 financial year.

6.3. **Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

T Kunkel commented that the Saracens Rugby Club (the Club) was the largest club in North Canterbury and the only rugby club in Rangiora. The club were requesting funding to send its year seven and eight girls' teams to participate in the Junior Global Games Festival in Auckland in September 2024. Although the application complied with the Board's Discretionary Grant Application Criteria, only 80% of the 18 players chosen to attend the festival resided in the Rangiora-Ashley Ward. Also, no accurate indication was provided of how sending the teams to the festival would benefit the Rangiora-Ashley community. From the club's financial information and the various donations and sponsorships, it appeared that the club would be able to attend the festival if their application was unsuccessful.

Moved: K Barnett

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240724122004.
- (b) **Approves** a grant of \$250 to the Saracens Rugby Club towards the costs of sending teams to the Junior Global Games Festival in Auckland.

CARRIED

K Barnett supported the motion because she believed it was important to encourage girls' participation in sports, and the club was active in the community and well supported. However, as only 80% of the players chosen to attend the festival resided in the Rangiora-Ashley Ward and only 18 people would benefit, she believed that the Board should only grant \$250.

L McClure agreed with K Barnett and also supported the motion.

T Kunkel advised that the Cust/West Eyreton Playcentre (the centre) had requested \$410 to replenish its first aid kits. The centre was a not-for-profit learning facility, and although it was acknowledged that play centres, especially rural centres, had minimal budgets, no evidence had been provided that the Ministry of Education should not be responsible for replacing the medical supplies.

Moved: I Campbell

Seconded: P Williams

- (c) **Approves** a grant of \$205 to the Cust/West Eyreton Playcentre towards replacement medical supplies for its First Aid and Civil Defence kits.

CARRIED

I Campbell noted that it was essential to ensure the health and safety of the children. However, he believed that \$205 would be appropriate as half of the children at the centre reside in the Rangiora-Ashley Ward.

Having previously declared a conflict of interest, B McLaren sat back from the table and did not take part in the discussion.

T Kunkel reported that the Oxford Community Trust (the trust) wished to host a Day Out Event in October 2024 to bring together all social service providers working and delivering social services in the Waimakariri and Hurunui Districts. A similar event was hosted in 2021 and proved to be hugely successful. Although the event was expected to draw approximately 80 participants, the application did not clarify the number of participants from the Rangiora-Ashley Ward. It should also be noted that the trust usually did not support communities in the Rangiora-Ashley Ward. As it was believed that the event would serve the whole district, the trust applied to all Community Boards for funding. The Woodend-Sefton Community Board had declined the applicant and the Oxford-Ohoka Community Board had granted \$500. The Kaiapoi-Tuahiwi Community Board still had to consider the application

Moved: J Gerard

Seconded: P Williams

(d) **Declines** the application from the Oxford Community Trust.

CARRIED

J Gerard commented that the Board's Discretionary Grant Fund Criteria stated that the grants were for seed funding, and the Board would not fund the same expenditure in subsequent years. He believed the trust was an exceptionally well-run organisation that served the Oxford community well. However, the work it did fell outside the Rangiora-Ashley Ward. J Gerard further noted that the trust's financial statements indicated that the trust could fund the event if the application was unsuccessful.

P Williams acknowledged that securing funding for community events could be challenging. However, he felt that funding should focus on projects primarily within the Board area or benefiting the ward's residents.

Amendment

Moved: K Barnett

Seconded: R Brine

(e) **Approves** a grant of \$250 to the Oxford Community Trust towards the catering costs for the Trust's Day Out event.

LOST

K Barnett highlighted that the trust was acting as an umbrella for all well-being organisations, so residents from the whole district, including from the Rangiora-Ashley Ward, would be attending. This included organisations such as Wellbeing North Canterbury and the Cancer Society, which were based in Rangiora. In addition, the event had not been held since 2021 and could, therefore, not be considered a repeat event.

K Barnett further noted that the event supported social service providers who were struggling, especially given the challenging environment they worked in over the last several years

The original motion remained the substantial motion.

7. CORRESPONDENCE

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for July 2024**

Moved: J Gerard

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240807130836.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 3 July 2024.**
- 9.2. **Woodend-Sefton Community Board Meeting Minutes 8 July 2024.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 July 2024.**
- 9.4. **Submission Environment Canterbury Long Term Plan – Report to Council meeting 4 June 2024 – Circulates to all Boards.**
- 9.5. **Submission Fast Track Approvals Bill – Report to Council Meeting 2 July 2024 – Circulates all Boards.**
- 9.6. **Submission Local Government Water Services Preliminary Arrangements Bill – Report to Council Meeting 2 July 2024 – Circulates to all Boards.**
- 9.7. **Programme for District Wide Parking Management Plans – Report to Council Meeting 2 July 2024 – Circulates to all Boards.**
- 9.8. **Elected Member Remuneration 2024/25 – Report to Council Meeting 2 July 2024 – Circulates to all Boards.**
- 9.9. **Representation Review Proposal – Report to Council Meeting 2 July 2024 – Circulates to all Boards.**
- 9.10. **Health, Safety and Wellbeing Report June 2024 – Report to Council Meeting 2 July 2024 – Circulates to all Boards.**
- 9.11. **July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee 16 July 2024 – Circulates to all Boards.**
- 9.12. **Adoption of Final 3 Waters, Solid Waste and Transport Activity Management Plans 2024 – Report to Utilities and Roding Committee 16 July 2024 – Circulates to all Boards.**
- 9.13. **Approval of Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace – Report to Community and Recreation Committee 23 July 2024 – Circulates to all Boards.**
- 9.14. **Aquatics July Report – Report to Community and Recreation Committee 23 July 2024 – Circulates to all Boards.**

Moved: J Goldsworthy

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.14.

CARRIED

10. **MEMBERS' INFORMATION EXCHANGE**

I Campbell

- Attended:
 - Meeting regarding Whiterock Landfill.
 - Site visit Loburn Domain with the contractors of the proposed War memorial.
- Engaged with various local farming groups.
- Expressed concern about the difficulties of new BP pumps at the airfield that are currently not operational. It would be raised with the Greenspace Manager.

J Goldsworthy

- Attended open home at Kaiapoi Retirement Units.
- Noted recent judgement on tiny homes, which aligned with Council regulation.
- Civil Defence Community Hubs at Silverstream, Loburn and Pegasus were having an open weekend.
- The Council was establishing five EOC skeleton crews to assist during emergencies.
- The district dog population was 14,000.

L McClure

- Attended:
 - Enquiry by Design Workshop.
 - LGNZ Webinar regarding physical safety.
- Provided update on the Waimakariri Health Advisory Group meeting.
- Had been supporting neighbours when a tree fell during an extreme weather event and commented on the excellent assistance provided by Council staff.

J Ward

- Attended:
 - Enquiry by Design Workshop.
 - NZTA Workshop on the proposed Woodend Bypass.
- Audit and Risk Committee meeting – dog registration was going well. There was still growth in the district.
- Attended the Mandeville Resurgence Project bus trip.

M Fleming

- Attended the Enquiry by Design Workshop.
- Waimakariri Access Group meeting
 - The recent North Canterbury inclusive Sports Day was well received.
 - The accessible viewing platforms at Woodend and Waikuku Beaches were a great asset, with a beach mat to come.
 - There was a new mobile hoist for the Dudley Aquatic Centre, and bathroom alterations were planned to increase accessibility.

K Barnett

- Attended:
 - The Kaiapoi Art Expo.
 - Rangiora Promotions' relaunch noted the upcoming Harry Potter Quiz.
- Noted upcoming events where community members would establish Civil Defence Community Hubs.
- Would like to see a report on the trees at Rangiora Dog Park following its closure after the recent wind event.

M Clarke

- Greypower would advocate for greater visibility of glass doors in public places.
- Noted trees on Church Street West required maintenance.
- Commented on community members without firewood, which he had been assisting.
- Expressed concern regarding dim streetlights on White Street, Rangiora.
- Attended Justice of the Peace meeting.

B McLaren

- Attended:
 - Rangiora Community Patrol monthly meeting and monitored the cameras
 - Wizard of Oz at Rangiora Town Hall was an excellent production by the Hartley School of Performing Arts.
 - St Johns Church Fair, which was a monthly event that draws large crowds and raises funds for the community.
 - LGNZ Webinar regarding physical safety.

P Williams

- Attended:
 - Utilities and Roading Committee meeting.
 - Mandeville Resurgence Project bus trip.
 - 3 Waters meeting and commented that the Council had not made any decision, despite what had been reported in local newspapers.
 - Threkhods Road public meeting regarding reducing the flooding.
 - Meetings with Cam River residents regarding flooding and noted that the willow trees would be removed.
 - Kaiapoi Promotions Annual General Meeting.
- Commented he was disappointed with the lack of progress in resolving the Upper Sefton Road drainage challenges.
- Noted that the Cones Road, Loburn drainage improvements had been completed.
- Commented that the River Road, Rangiora upgrade work had been completed and looked good; however, he was not confident of its practicality.
- Commented on new Floor Height Regulations that could result in homes being built approximately 1.5m higher than neighbouring houses.
- Noted the sizable increase to the Council insurance premium, commenting that the Council had been fortunate to secure insurance, as some Councils had not been able to obtain reinsurance.
- Suggested that the Board request a report on the trees at the Rangiora Dog Park that fell over during a recent extreme weather event. He expressed concern, as the trees had been recently inspected for safety.

S Wilkinson

- Noted that other councils, such as Selwyn District Council, were questioning the role, value and relevance of Community Boards. He suggested that the Board consider its relativity and review what it did well and whether it was meeting its objectives.
- Noted that community members had raised concerns about whether the appointment of an Arts Strategy Coordinator and spending \$10,000 on cinema advertising for road safety were core business for the Council. He questioned how elected members handle feedback like that from the public.

R Brine

- Noted that he had been misquoted in the Northern Outlook on the new Floor Height Regulations; the floor levels of homes were now required to be 1.53m. However, he believed it was necessary due to the realities of climate change.
- Attended the Canterbury Regional Landfill Committee
 - Transwaste confirmed that it would be submitting the proposed Loburn Landfill. The Kate Valley Landfill had been required to meet a certain standard, and that standard should be the same for all other landfills.
 - Transwaste was approaching 20 years old and would be reviewing its Governance Structure. Transport equalisation meant that all districts (excluding the Hurunui District) paid the same for transport.
 - The Landfill Committee had also approved grants of \$112,000.
- Upon questioning, he confirmed that the Kate Valley Landfill could easily operate for another 100 years, as there was ample space for extension.
- Attended several briefings regarding 3 Waters and noted that there was a large amount of unknown.

11. CONSULTATION PROJECTS**11.1. A Lease for the Historical Scow Success**

<https://letstalk.waimakariri.govt.nz/a-lease-for-the-historical-scow-success>

The consultation was closing on Friday, 30 August 2024.

11.2. Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

The Board noted the Consultation Projects.

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 31 July 2024: \$12,990.

12.2. General Landscaping Fund

Balance as at 31 July 2024: \$71,626.

The Board noted the Board Funding updates.

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 was scheduled for 7pm on Wednesday, 11 September 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9.40PM.

CONFIRMED


Chairperson

11 September 2024

Date

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 4 SEPTEMBER 2024 AT 7PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson) (arrived 7:12pm), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roothing), S Nichols (Governance Manager), G Stephens (Design and Planning Team Leader), D Lewis (Stormwater Engineer), J Mason (Landscape Architect – Greenspace), and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

1. APOLOGIES

Moved: N Mealings Seconded: M Brown

THAT an apology for lateness be received and sustained from T Robson, who arrived at 7:12pm.

CARRIED

2. PUBLIC FORUM

2.1. James Ensor

J Ensor spoke to the Board about the nitrate testing that was undertaken via the Mandeville Residents Association. He noted it was challenging to manage information about nitrates between the Waimakariri Water Zone Committee, the Council and the community, as some people did not want their information used. He provided an overview of the areas tested and the results. He thanked S Barkle, who circulated information that was available about filters and their effectiveness. He was pleased with the results of the testing.

N Mealings thanked J Ensor for organising the testing. She thought the most important outcome was raising awareness that people with private wells needed to get their water supply tested.

G Cleary asked when the results were shared with people if they were advised that the maximum allowable limit under the drinking water standards was 11.3 mg/l. J Ensor confirmed that they were.

T Fulton noted a correlation between nitrates in private wells and other undesirable elements. This was a question of water safety, and people needed to be encouraged to have their private water supplies tested. G Cleary noted that the Council always advised people to get their private water supply tested by a laboratory and gave them the contaminants they should test for.

3. CONFLICTS OF INTEREST

Item 5.1 – M Brown declared a conflict as he was a director of Oxford Medical Health.

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board meeting – 7 August 2024**

Moved: N Mealings

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 August 2024, as a true and accurate record.

CARRIED

4.2. **Matters Arising (From Minutes)**

There were no matters arising.

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Garrey Allen and Wendy Adams – Oxford Medical**

W Adams noted that she was the incoming Chairperson of Oxford Medical. The Oxford Health Charity Limited, which traded as the Oxford Community Health Centre, ran the health centre and held shares in the company on behalf of the community. They had just increased their Board of Directors, knowing that they were going to do a growth project. They had brought in some extra capacity and some new capability to assist with their facilities development. They were looking to double the number of patients they could enrol. However, they could not do that without having bigger premises. They, therefore, wanted to expand the footprint of the Oxford Community Health Centre which would involve the amendment of the District Plan. They had had some staff changes with the pandemic which meant they could no longer sustain the 24/7 care they were traditionally doing.

W Adams noted that they still provided services for the Karadean Centre and the Oxford Hospital. From a financial perspective, over time, their financial performance had been quite variable; however, in recent years, they had generated surpluses which they were holding to be able to do this work, and they had projected revenue of around \$2.7 million for 2024. The Group had decided to renovate and extend the facilities on the current site which they, unfortunately, did not own. She noted the site access issues included an easement across Te Whatu Ora land, that needed to be resolved or a new entrance needed to be developed. They would like to work with the Council to obtain ownership of the current site and to secure some guarantees around loan debt, whether from the Council or another entity.

T Fulton asked if Te Whatu Ora would still run the Oxford Hospital. G Allen noted they had a number of conversations with Te Whatu Ora regarding the Oxford Hospital, and they did not seem to have a clear road map for expanding the facility's use or closing it down.

In response to a question from M Wilson, W Adams noted as things currently stood, they were at capacity; they had a patient-in, patient-out scenario with enrolment. They supported the extension so that they could offer more services to more people.

M Wilson further noted that the proposed extension would require more staff, and in the current environment, it was not easy to secure medical staff. G Allen noted that they set their strategic plan around growth and greater community-based services. They had become a centre of excellence for training; historically, with a strong focus on training nurse practitioners, however, they now focused on training general practitioners.

N Mealings noted that it was heartening to hear the plans to open the doors to more people and serve more patients.

5.2. **Tim Fulton – Wolffs Road Bridge**

T Fulton noted he was part of a community group who were trying to find ways and means to fund the restoration of the Wolffs Road Bridge. He was encouraged by the immediate community responses, people with real capacity to assist with the project. People who had offered goods and services and labour and also funding. Keith Cross who had spent many years building suspension bridges for the Department of Conservation had inspected the bridge and said that it was a big job, however it was doable. T Fulton was conscious of working with the Council and going through the correct steps. He would need to ascertain what role the Council would be willing to play in the project. They needed to be conscious of health and safety regulations, particularly when engaging volunteers.

T Fulton next step would be a request to the Oxford Promotions Action Committee (OPAC) to become the fund holder for any donations. He would enquire with Heritage New Zealand and Lotteries about the grants available for a project like this. He noted that the Council had a Heritage Grant Fund, they were predominantly given to private land owners, however the application asked whether it was public or private.

Responding to questions, T Fulton thought that the bulk of the funding would come from committed local residents with an attachment to the bridge.

N Mealings noted the costings the Council sourced for the restoration of the bridge were just over \$1m. She asked if there was any idea what portion of the costing was the trade and resource consents. G Cleary noted that was the most likely area where there could be some Council contribution. The caution around health and safety was important.

T Robson questioned the idea of having the funding sit with the OPAC. He wondered because of the scale of the project if it would not be better to set up an incorporated society of interested parties now. So, when they went out or fundraising, they would not be placing a burden on OPAC, and then there was a track record to get to that point. T Fulton noted that it would only be a holding place for donations. There could be a purpose built trust in the future.

6. **ADJOURNED BUSINESS**

Nil.

The Board held a workshop on Water Supplies from 7:53pm to 8:26pm.

7. **REPORTS**

7.1. **Proposed Closure of Stockwater Race R3A and R3A-7 – 949 and 1049 South Eyre Road – D McCormack (Land Drainage Engineer)**

D Lewis spoke to the report noting it presented details of the proposed closure of Stockwater races R3A and R3A-7 between South Eyre Road and the Waimakariri River, to the west of Diversion Road. The races had not conveyed water for several years and were no longer required for stock water. The property owners had proposed to close those races. Closing meant removing the designation as a stockwater race. As part of the Council's closure process, they had to engage with various stakeholders.

S Barkle asked if the stockwater races had any drainage benefits and D Lewis confirmed that they did not.

R Harpur enquired if Stockwater races R3A and R3A-7 were part of the Ohoka rural drainage scheme. D Lewis noted that the area was not within the Ohoka area or the southern resurgence channel; they were further east.

N Mealings noted in the report that Council staff had a comprehensive list of people and organisations they engaged with who had no objections, except for Mahaanui Kurataiao. The report noted that they would assess the proposal and report back. She asked if that had happened. D Lewis noted that Council staff were expecting their feedback later in September 2024.

T Fulton noted that the Council needed to be careful that they did not hurt the functionality of the whole Stockwater race scheme. G Cleary noted that in the past five years, there had only been four race closures totalling 10.6 km (or a 1.2% reduction in overall race length).

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 240815136896.

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Council:

(b) **Approves** the closure of Stock-water Race R3A & R3A-7.

(c) **Notes** there will be no financial or performance impact from this closure on the stock-water network as the properties the closure have access to other existing races.

CARRIED

7.2. **Oxford Off-Leash Dog Exercise Area – J Mason (Landscape Architect – Greenspace)**

G Stephens spoke to the report and noted the project had been progressing for almost ten years. The Oxford Eyre Advisory Board first initiated the project due to a desire for a dog park in the Oxford community. There were various rounds of requests to the Council's Long Term Plan for funding, which were not successful. In time Council staff worked with the Board to develop a concept plan and undertake some consultation with the community. The Board collated some important information and their bid to the Council's 2021 Long Term Plan was successful.

J Mason noted that staff undertook community consultation earlier this year with the Oxford community regarding the proposed concept plan to ensure alignment with community needs. She highlighted the feedback received from the 51 respondents. The comments in support noted that it was a good location and cost-effective. The people against wanted it larger or a separate small and large dog area, which was hard in the location.

G Stephens noted that there were a number of people that already used the area however they wanted the area fenced. A dedicated fence area could be built in the future, like additional pathways. When the Board went through the process, they had considered 11 sites around Oxford, and this was the site that the Board felt ticked the most boxes. The Council staff were aware of groups like Keep Oxford Beautiful who had done some work in the reserve already and Council staff were keen to continue working with them.

T Robson asked if the Board approved the recommendation if staff had an idea of the timeline. G Stephens noted that the Council now had a project manager in the Greenspace Team who was ready to progress the project. They would like to have it built before Christmas.

R Harpur enquired if ground radar had been able to establish if there were any unmarked graves in the area. G Stephens explained that the Council had not done any ground radar work in that area. However, the Council did do extensive work in the northern area and that petered out closer to the Oak trees. It would be something that staff would talk to the contractor about.

P Merrifield sought clarity on what the budget included. G Stephens noted that it included deer fencing with a lower level of wire mesh to prevent smaller dogs from escaping. There would be an entrance portal into the dog park. There was a planned formed pathway from the main entrance to the dog park. There would also be signage at the entrance and some angled parking on High Street.

S Barkle noted that there had been an issue with acorns. G Stephens explained that it was not healthy for a dog to eat acorns. That was part of the reason the dog park could not be extended, as the ground was close to the oak trees.

M Brown asked if the project came in under budget what happened to the unspent funding. G Stephens noted that typically, it was counted as a cost savings and returned to the Council.

T Robson commented when the Board originally agreed on the concept plan for the wider reserve, they allocated money from their General Landscaping Budget. He understood that was not all spent, and some elements were contingent on the dog park. He asked if that would be included. G Stephens confirmed there was \$1,300 left that the Board had previously allocated, which would be spent.

S Barkle asked if staff had any history of the success of other mixed (big and small) dog parks. G Stephens noted that Southbrook Dog Park was mixed, however, the others created since then had split big and small dogs. He acknowledged that the mixed parks had positive impacts and challenges.

S Barkle commented there was a bylaw that did not allow dogs in cemeteries. G Stephens noted there was a sign on the gate into the cemetery advising that no dogs were allowed in the cemetery.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. TRIM number. 240823142242.
- (b) **Notes** that staff have undertaken initial consultation with the community through a draft concept plan, Let's Talk feedback flyer and online submission feedback form and staff have considered this feedback within this report.
- (c) **Notes** that budget is included in the Annual Plan/Long Term Plan for the Oxford Dog Park of \$102,300 which is available in this financial year.
- (d) **Notes** staff estimate the cost of works to be \$95,000 including a 10% contingency.
- (e) **Approves** The Oaks Reserve Master Plan (Trim: 210122009901) for implementation.

CARRIED

T Robson thanked Council staff for getting the project over the line.

N Mealings commented that she liked the report's section on sustainability and climate change and appreciated that staff were reusing the deer fence.

7.3. **Appointment to the Landmarks Committee – K Rabe (Governance Advisor)**

S Nichols spoke to the report noting the appointment was through to the end of the term. A similar report went to Council and T Fulton was appointed as the Council's representative to the Landmarks Committee.

Moved: S Barkle Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240820139778.

- (b) **Approves** the appointment of Board Member Mark Brown as the Board representative and liaison person to the Waimakariri Landmarks Committee.

CARRIED

7.4. **Application to the Board's Discretionary Grant Fund 2024/25 – K Rabe (Governance Advisor)**

N Mealings noted that having dealt with defibrillators, she had a look at other funding options, and on the defibstore.co.nz, they had a page for funding.

Moved: T Robson Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Resolves** that the application from Lees Valley Householders to purchase one or two defibrillators lie on the table until they provide further information regarding the location of the defibrillators, the accessibility, the ongoing funding and how it would be signposted.

CARRIED

8. **CORRESPONDENCE**

8.1. **Update on Woodstock Quarries**

Moved: M Wilson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the tabled correspondence.

CARRIED

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for August 2024**

- Attended the Community Hub session at Swannanoa School.
- Attended Water Zone Committee Meeting.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim 240725122295).

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 12 August 2024.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 14 August 2024.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 August 2024.
- 10.4. Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.
- 10.5. Proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project – Report to Utilities and Roading Committee 20 August 2024 – Circulates to the Oxford-Ohoka Community Board.
- 10.6. Proposed Roading Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Roading Committee 20 August 2024 – Circulates to all Boards.

- 10.7. Avian Botulism Management 2023-24 – Report to Utilities and Roading Committee 20 August 2024 – Circulates to all Boards.

T Robson noted that the proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project (Item 10.5) did not appear to make any provision for consultation with the Community Board. G Cleary noted that consultation with the Board was essential and would occur.

Moved: T Robson Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.7.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

M Brown

- The new culvert on Earlys Road works had started.

R Harpur

- Waimakariri Access Group (WAG) Annual General Meeting.
 - Shona Powell was reelected as Chairperson, and all other Committee members agreed to continue the same roles.
 - Mention was made of the new hoist installed by the Council at Dudley Aquatic Centre.
 - The two viewing platforms built at Waikuku and Pegasus Beaches, provided by the Council, were being widely used by the disabled. He was looking forward to the extension of 50 metres of wooden paths to provide better access to the soft sand areas.
 - The WAG organised Inclusive Sports Festival to be held 10:30am to 2:30pm Friday 4 October 2024 at Mainpower Stadium.
- Mandeville Resurgence Channel Upgrade Bus Trip – Important for those making decisions on the project to see some of the solutions firsthand.
- Attended the LGNZ Community Boards Conference in Wellington.

T Fulton

- Pearson Park Advisory Group Meeting – now at detailed stage of the investigation.
- Attended Swannanoa Community Hub meeting.

T Robson

- West Oxford Reserve - There had been challenges with a few long-term tenants. The Board and the Greenspace Team would have to look at how the reserve was managed. Transitional housing was becoming an issue in Oxford.
- Ashley Gorge Advisory Group – Wheelchair accessible track was almost complete. It was an awesome asset for the reserve.

N Mealings

- Oxford Community Networking Forum – Regular meeting of community service providers in the Oxford area.
- Greater Christchurch Partnership (GCP) Committee – Looking at GCP work program going forward. Discussed 'refresh' of Greater Christchurch chapters of the Canterbury Regional Public Transport Plan. Continuing to collaborate in housing, planning and transport spaces.
- Council Briefing / Workshop – The Workshop discussed the Mandeville Resurgence Upgrade ahead of the bus tour the next day. Stage one and two were both required, but stage one was more straightforward and would deliver instant benefits to existing

residents on that route, whereas stage two was more complex and would require land acquisition or easements and resource consents and was therefore anticipated to be a longer timeline.

- Mandeville Groundwater Resurgence Bus Tour - A site visit with other elected members and staff to view subject areas for proposed works to improve drainage issues due to the 'Mandeville-Swannanoa undercurrent'.
- Drug and Alcohol Harm Prevention Steering Group – Heard from the Canterbury Alcohol Licensing officer from New Zealand Police Alcohol and Drug harm-related incident data.
- District Plan Hearings – Stream 12E. Proposed District Plan hearing phase should finish around October before entering deliberation phase.
- Mandeville Sports Club Board Meeting – looking for a couple of new board members. Stage One of the new leisure track around the perimeter completed.
- Community Wellbeing North Canterbury Board Meeting.
- Ohoka Farmers Market Meeting.
- Waimakariri Youth Council meeting—The Youth Council was holding its annual River Cleanup day on 21 September from 10am to 1pm along the Ashley Rakahuri River, starting at the Groyne 2 parking area near the Rangiora Airfield.
- Ohoka Domain Working Bee – Pitched in at the monthly working bee for the Ohoka Bush run by the Ohoka Domain Advisory Group. It was looking beautiful. Come visit, better yet, come help!
- Council Meeting - An S17a Review had revealed that a change in approach to the Council's roading and drainage contracts would be advantageous, so the Council was looking to separate rural drainage from the roading contract in the future.

P Merrifield

- Attended Grey Power Meeting.

12. CONSULTATION PROJECT

12.1. Gladstone Dog Park

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

Consultation closes Friday 20 September 2024.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 August 2024: \$3,932.

13.2. General Landscaping Fund

Balance as at 31 August 2024: \$28,010.

The Board noted the funding update.

14. MEDIA ITEMS

- Woodstock Quarries.
- Ohoka Subdivision.
- Private Wells.

15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

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

15.1 Confirmation of Minutes 7 August 2024

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
15.1	Confirmation of Minutes 7 August 2024	Good reason to withhold exists under section 7	The report and recommendations in this report be made publicly available, but that the discussions and minutes remain public excluded under LGOIMA Section 7(2)(a) to protect the privacy of natural persons.

CONFIRMATION OF MINUTES

15.1 **Minutes of the Public Excluded portion of the Oxford-Ohoka Community Board Meeting 7 August 2024.**

Moved: T Robson Seconded: M Brown

THAT the Oxford - Ohoka Community Board:

- (a) **Confirms** the circulated minutes of the public excluded portion of the Oxford-Ohoka Community Board Meeting, held on 7 August 2024, as a true and accurate record.

CARRIED

16 QUESTIONS UNDER STANDING ORDERS

Nil.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 2 October 2024 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9:49PM.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND, ON MONDAY, 9 SEPTEMBER 2024, AT 5.30PM.

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson) (arrived 5:41pm), B Cairns, I Fong, R Mather, P Redmond and A Thompson.

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager), S Docherty (Policy and Corporate Planning Team Leader), R Deo (Environmental Health Officer), N Thenuwara Acharige (Policy Analyst), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: S Powell

Seconded: A Thompson

THAT an apology for late arrival be accepted from M Paterson, who arrived at 5:41pm.

CARRIED

2 CONFLICTS OF INTEREST

Item 6.1 – S Powell and B Cairns declared conflicts of interest as members of the Waimakariri Access Group.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 12 August 2024

Moved: R Mather

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 12 August 2024.

CARRIED

3.2 Matters Arising

Nil.

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

4.1 John Mansfield and Steve Edwards – Waikuku Beach Camp

J Mansfield explained that draft concept plans of the Waikuku Beach Camp had been created in conjunction with the Council. He explained that they had a 33-year lease, which included a nine-year development period. The first year would be committed to design and consenting and they have therefore been working with the Council's 3 Waters staff. It is anticipated that construction would commence in years two and three.

They have committed to have two-thirds of the project completed by the end of year five and the final third over the remaining four years. J Mansfield noted no major change was expected in the short term; there were some soak pits that needed sorting, and some

security upgrades needed to be done. A new Wi-Fi system would be installed in October 2024. Also, a landscape architect was going to redesign the whole park, which needed to be done as part of the resource consent process. They were aware that the park was a big part of the community, and there were footpaths through the park which would be retained. There was a strong summer market, and they wanted to liaise with campervan rental companies to promote travellers flying into Christchurch to stay at Waikuku Beach for their first night.

S Edwards noted that they owned four other holiday parks around New Zealand. They saw the potential and opportunity with the Waikuku Beach Camp; it would be a great business, and it was in an excellent set-up and inviting community. They wanted to enhance the existing infrastructure at the campground and bring it up to date with modern Kiwi holiday park expectations. They would cater to the New Zealand domestic travelling market and the international market, with a focus on the family market.

A Thompson noted that many locals would like to see the Waikuku Beach Camp coexist with the shop. S Edwards noted that they were nice people and had tried to immerse themselves in the community and were community minded.

A Thompson asked if there was a Top Ten Camp similar to the proposal for the Waikuku Beach Camp. S Edwards commented that it was similar to the Motueka Top Ten in that it would be very family-oriented. However, at this stage, the Waikuku Beach Camp was not necessarily going to be a Top Ten.

S Powell enquired if the Waikuku Beach Camp would be promoted to the campervan rental companies on the basis that it was close and convenient. S Edwards confirmed that the camp's proximity to the Christchurch airport would be a selling point, as they believed people should not travel more than 30 to 50 kilometres on the first day of travel.

A Thompson questioned whether they would allow dogs, and J Mansfield confirmed that dogs were a big part of the market. Therefore, they had added dog-specific sites that were fully fenced.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund– K Rabe (Governance Advisor)

K LaValley advised that a new column had been included in the report at the request of the Management Team to make it more visible as to whether or not an application met the Discretionary Grant Fund criteria. However, this should not be viewed as a recommendation for approval or refusal of applications. The Board set the Discretionary Grant Fund criteria, and the approval of grant guidelines was solely up to the Board's discretion. K LaValley noted that some questions had been raised regarding the wording of the criteria. The matter had been discussed, and it was agreed to amend the wording of the criteria pertaining to repeat funding to clarify that it referred to operational expenditures and not repeated funding, for example, for sports equipment.

K Rabe reported that the Sefton Netball Club was growing and had requested funding for additional netballs, bibs, and uniforms. The Club also received Board funding of \$500 in June 2023 for purchasing balls, bibs, and uniforms.

Moved: I Fong

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240809132961.
- (b) **Approves** a grant of \$500 to the Sefton Netball Club toward purchasing sports equipment.

CARRIED

K Rabe noted that to engage with the community, the Woodend Fire Brigade started hosting annual family events for the enjoyment of the community; as part of the events, the Brigade decorated the station with Christmas lights. The Board granted the Brigade \$500 in September 2023. However, the Brigade did indicate in its 2023 application that it would be adding to the light display in the years to come.

Moved: P Redmond

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (c) **Approves** a grant of \$500 to the Woodend Fire Brigade towards phase two of its lights display.

CARRIED

B Cairns Against

P Redmond commented that he saw the benefit of bringing the Christmas spirit, which was hard to find, to the community.

R Mather agreed and commended the Brigade for still wanting to give back to the community despite their hard work.

S Powell noted the community feedback from the previous years' events was very positive; it helped bring the Brigade and the community together.

B Cairns agreed that the Brigade did essential work in the community. However, volunteers received \$380 per volunteer from Fire and Emergency New Zealand (FENZ), which was used for catering and other incidentals they may have had as volunteers. Volunteers at other organisations, such as St John's Ambulance, did not receive any compensation. He, therefore, felt that there were other groups that may need the money more and did not support the motion

Having previously declared conflicts of interest, S Powell and B Cairns stood back from the table and did not participate in the application's consideration. S Powell vacated the chair in favour of M Paterson.

K Rabe highlighted that the first Inclusive Sports Festival in 2023 was hugely successful, and they, therefore, wanted to hold it as an annual event. In 2023, Waimakariri Access Group (WAG) applied for a grant of \$500 to host the first Inclusive Sports Festival; however, due to the event's success and an unexpected reduction in expenses, only \$221 was accessed. She suggested that if the Inclusive Sports Festival were to become an annual event, they may need to seek Council funding through the Annual and Long Term Plan processes.

Responding to a question from P Redmond, K Rabe confirmed that the Community Boards had funded sports equipment for many other sports clubs.

Moved: R Mather

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (d) **Approves** a grant of \$500 to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium.

CARRIED

R Mather thought it was an incredibly worthwhile event that made use of a multimillion-dollar facility within the district. She hoped that following another successful event, they would be able to find some sponsorship next year.

P Redmond commented it was supporting the community. It was open to anyone and was growing.

S Powell and B Cairns returned to the table, and M Paterson vacated the chair in favour of S Powell.

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairpersons Report for August 2024**

S Powell noted that she attended the opening of the Woodend Hope Community Trust.

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson.

9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 7 August 2024.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 14 August 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 August 2024.
- 9.4. Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.
- 9.5. Proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project – Report to Utilities and Roding Committee 20 August 2024 – Circulates to the Oxford-Ohoka Community Board.
- 9.6. Proposed Roding Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Roding Committee 20 August 2024 – Circulates to all Boards.

9.7. Avian Botulism Management 2023-24 – Report to Utilities and Roading Committee 20 August 2024 – Circulates to all Boards.

Moved: R Mather

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.7.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

B Cairns

- Attended a workshop on Welcoming Communities as part of the migrants meeting. The workshop covered ensuring everyone feels included and has a sense of belonging, which was vital for building a strong and resilient community. Council staff were wanting to hear people's views. The Council received Central Government funding to implement this programme, which would be rolled out over three years.
- Have tried multiple times to change the Google Maps name for Stalker Park to Owen Stalker Park.
- Attended Citizens Advice's Annual General Meeting. Hours have been extended Monday to Friday from 9am to 4.30pm.
- Attended Peter Langford – Professional Forager Book Talk at Rangiora Library; it was amazing what you could eat out in the wild.
- Attended Norman Kirk's memorial 50 years after his death. The speakers spoke about his contribution to the local community and the nation, including how he built his own home in Carew Street, where he made his own bricks.
- Had a visit from a USA University graduate that was funded by a section of IBM where she has to travel the world for a minimum of one year to visit food forests and came to Kaiapoi to see our Food Forest. It was quite a grilling of how it started and how it works as a community project.
- Following Aidan Johnston's visit to the Board and his request for a food forest on Allin Drive Reserve, we have communicated to Council staff that we have around 20-30 trees donated. Food Secure North Canterbury had agreed to assist with any plantings and be a holder for any funding applications regarding purchasing any plants/trees to supplement any donations.
- Attended the Silverstream and Pegasus emergency hub get-togethers. Silverstream was well attended, with Pegasus having fewer numbers; however, they were having another open day in October 2024.
- Food Secure North Canterbury were holding their next workshop – "Food security at a time of Disruption", from 9.30am to 12pm on 24 October 2024 at Angela Clifford's farm in North Canterbury. He and his wife were donating to Community Wellbeing Kaiapoi a range of vegetables growing in pots and buckets (lettuces, tomatoes, potatoes, strawberries, etc), which would be given to people who are collecting food parcels. The idea was to have people have a go at growing their own food, whether they lived in their own homes or were renting. The concept – give a man a fish feed him for a day, teach him how to fish and feed him for a lifetime.
- Attended Kaiapoi Museum monthly meeting – talked about Landmark Committee – mapping of St Barts cemetery.
- North Canterbury Neighborhood Support – monthly meeting – Getsready was being updated; this was the database software that would be easier to manage and would automate many of the processes that are currently labour-intensive. They were currently applying for funding to pay staff in these tough times, so were looking at additional ways to fund our operation. Due to changes with the New Zealand Police, we have been promised by head office that we would be allocated a Police liaison person.

- In a recent trailer theft in Sovereign Palms, community-funded cameras were used to establish the time and identity of the people involved. In recent vehicle thefts from Allison Crescent in Kaiapoi, the cameras were not used, as a New Zealand Police helicopter was called on and tracked the culprits.
- The Kaiapoi Food Forest held a Birch/Walnut tree tapping workshop. On 14 September 2024, we celebrated our 7th birthday with a kumara-growing workshop and a fruit tree grafting workshop.
- Hope Trust was providing Ladle Wednesdays in Woodend.
- Inclusive Sports Event on 4 October from 10.30am to 2.30pm at MainPower Stadium.
- Down by the River's next event would be at the Eyreton Hall over the weekend of 28 and 29 September 2024, mixing Art and Music.
- Attended Kaiapoi Kane Shield, where he was asked to be MC. It started in 1948 and is an iconic swimming event that sees swimmers of all ages competing.
- St John was offering free "3 steps to life" training.
- Community Wellbeing Annual General Meeting would be on 23 October 2024 at Rangiora chambers.

R Mather

- It was good to see the completion of the project with the seats on Bob Robertson Drive.

M Paterson

- Good to see the Woodend toilets were finished.
- Woodend Community Association Meeting - Annual General Meeting would be held on 7 October 2024.
- The Woodpecker were looking at how to distribute funds to the community.
- Attended the Community Boards Conference in Wellington from 21 to 23 August 2024.

I Fong

- Attended the Community Boards Conference in Wellington from 21 to 23 August 2024.

11 CONSULTATION PROJECTS

11.1 Gladstone Dog Park

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

Consultation would close on Friday, 20 September 2024.

11.2 Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.3 Road Reserve Management

<https://letstalk.waimakariri.govt.nz/road-reserve-management>

Consultation would close on Sunday 29 September 2024.

11.4 Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

11.5 Parking Management Plan – Shopper/Visitor Survey

<https://letstalk.waimakariri.govt.nz/parking-management-plan-shopper-visitor-survey>

The Board noted the consultation projects.

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 August 2024: \$5,425.

12.2 General Landscaping Budget

Balance as at 31 August 2024: \$14,326.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm on Monday, October 14, 2024, at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7:01PM.

CONFIRMED

Chairperson

Date

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 11 SEPTEMBER 2024, AT 7 PM.

PRESENT

J Gerard (Chairperson), K Barnett, R Brine, I Campbell, M Clarke, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), G Stephens (Design and Planning Team Leader), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

Four members of the public were present.

1. APOLOGIES

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Received** and sustained apologies for leave of absence from M Fleming and J Goldsworthy.

CARRIED

2. CONFLICTS OF INTEREST

Item 6.2 - L McClure declared a conflict of interest in the Southbrook School application for Discretionary Grant funding.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 14 August 2024

Moved: I Campbell

Seconded: R Brine

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 14 August 2024.

CARRIED

3.2. Matters Arising (From Minutes)

T Kunkel provided an update on the following matters:

- Environment Canterbury (ECan) Air Quality Monitoring Station—A memo (Trim 240911155564) was tabled as an update. Council staff would continue to work with ECan on a suitable site.
- Following the extreme wind that felled tree branches within the Rangiora Dog Park and arboretum at Millton Memorial Reserve, staff immediately closed the park. The Council's arborist contractor, Asplundh, then assessed the trees and removed the damaged branches, making the area once again safe for use. The area was subsequently reopened for public use.
- The Council had approved funding for professional assistance to the Rangiora-Ashley Community Board's submission opposing the construction and operation of a Class 3 Managed Fill Landfill at 150, 154, 174 and 176 Quarry Road, Loburn.

- The resource consent application of a solar farm at 87 Upper Sefton Road was still on hold.
- The BP Avgas fuel installation at the Rangiora Airfield had been fixed.

3.3. **Notes of the Rangiora-Ashley Community Board Workshop – 14 August 2024**

Moved: P Williams

Seconded: S Wilkinson

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated Notes of the Rangiora-Ashley Community Board workshop held on 14 August 2024.

CARRIED

4. **DEPUTATIONS AND PRESENTATIONS**

Nil.

5. **ADJOURNED BUSINESS**

Nil

6. **REPORTS**

6.1. **Appointment to Landmarks Committee – Thea Kunkel (Governance Team Leader)**

T Kunkel spoke briefly about the report, which requested the Board consider appointing a representative to the Waimakariri Landmarks Committee. The Committee believed that elected members had unique knowledge of the district, which would assist it in understanding the history of buildings and sites in the area. The Committee also requested the Oxford-Ohoka Community Board consider appointing a representative. It was noted that the Kaiapoi-Tuahiwi Community Board already had a representative on the Waimakariri Landmarks Committee.

P Williams referred to the correspondence received from the Waimakariri Landmarks Committee, which indicated that B McLaren sought to join the Committee. He raised a concern that not all Board members had had a fair opportunity to be considered. T Kunkel explained that B McLaren was the Board's appointed representative to the Rangiora Museum, which worked closely with the Waimakariri Landmarks Committee. However, this was the opportunity for any Board member to be nominated as the Board's representative to the Committee.

I Cambell also asked if all Board members had been given an equal opportunity for the appointment, and J Gerard called for nominations to serve as the Board's representative to the Waimakariri Landmarks Committee.

Moved: P Williams

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240823142083.

- (b) **Approves** the appointment of Board Member B McLaren as the Board representative and liaison person to the Waimakariri Landmarks Committee for the current term of the Board

CARRIED

K Barnett commented it appeared there had been a slight misunderstanding. B McLaren had been mentioned in the report because of his involvement with the Rangiora and Districts Early Records Society.

6.2. **Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

T Kunkel advised that Southbrook School was set to celebrate its 150th Jubilee in October 2024. As part of the commemoration, the Committee wished to build a bench seat with a plaque around the school's special oak tree. The application complied with the Board's Discretionary Grant Application Criteria, as it was from a funding committee set up to deliver an event, not the school itself. However, the criteria also indicate that applications should show significant community benefit, the Board would have to consider whether the bench could be considered a 'benefit to the community'. The application did not include audited accounts; however, bank statements and a copy of the budget for the Jubilee event were provided.

Moved: R Brine

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240809132852.
- (b) **Approves** a grant of \$750 to the Southbrook School 150th Jubilee Committee towards the purchase of a memorial bench.

CARRIED

R Brine commented the application was for a good cause worthy of support, and he therefore supported the motion.

B McLaren agreed the proposed bench would be a reminder of Southbrook School's 150 years legacy.

T Kunkel advised that North Loburn School was applying for funds to acquire bark for its playground to enhance health and safety. The application for \$1,652 did not comply with the Board's Discretionary Grant criteria as schools were not considered non-profit community-based organisations. Also, the amount required exceeded the Board's maximum of \$1,000. However, the Board may consider granting more than \$1,000 in exceptional circumstances, provided that detailed reasons for exceeding the present limit were provided. The school had received \$1,880 in funding from the Board during the last five years.

B McLaren questioned whether the bark should be covered by Ministry of Education (MoE) funding. T Kunkel noted that organisations predominantly funded by central government were required to provide confirmation that the requested grant would not be spent on projects that the central government should fund. However, North Loburn School provided no evidence that the Ministry of Education should address this health and safety issue.

Moved: K Barnett

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (c) **Declines** a grant to the North Loburn School.

CARRIED

K Barnett believed that to be eligible for funding, applications needed to be made by committees or groups associated with schools rather than the schools themselves, as schools were not considered non-profit community-based organisations. She requested that North Loburn School be made aware of the Board's Discretionary Grant criteria.

B McLaren agreed with comments made by K Barnett.

T Kunkel commented that it was the second year the North Canterbury Inclusive Sports Festival had been held, and the first event had been a huge success. Although the organisers had requested assistance for the first year, they had not used all the funding and returned \$279 to the Board's Discretionary Grant fund, which could be taken into consideration.

P Williams was concerned that the report noted that the application did not comply with the Board's Discretionary Grant criteria and asked why the Board should consider it. T Kunkel noted that there were several criteria, and the application did not comply as it could be considered repeated expenditures.

J Gerard commented that the guidelines set out best practices; however, the Board had the discretion to approve or decline grants as per the grant guidelines, and this was a case where consideration could be given to the group's return of funds.

Moved: B McLaren

Seconded: L McClure

- (d) **Approves** a grant of \$750 to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium.

B McLaren commented that the North Canterbury Inclusive Sports Festival promoted inclusivity and had strong links to the Youth Council. It was only the second time that it had approached the Board for funding.

L McClure agreed with B McLaren, commenting that it was a great event that could positively impact participants and their families.

Amendment

Moved: K Barnett

Seconded: P Williams

- (a) **Approves** a grant of \$250 to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium.

CARRIED

The amendment became the substantive motion.

Moved: K Barnett

Seconded: P Williams

- (b) **Approves** a grant of \$250 to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium.

CARRIED

K Barnett was not concerned that it might be considered a repeat expenditure and believed that the Board should show support for the event. However, she noted that only 35% of participants were from the Rangiora-Ashley Ward, and the Board's contribution should reflect that proportion. The group had applied to the other Community Boards for additional funding.

P Williams concurred with the comments made by K Barnett.

7. **CORRESPONDENCE**

7.1. **Local Government New Zealand Conference 2024 Members Reports**

L McClure thanked the Board for the opportunity to attend the Local Government New Zealand (LGNZ) Conference in August 2024. She commented that although her report did focus on some of the challenges at the Conference, she had learnt from her attendance. Some of her takeaways could be summarised in the phrases of various speakers, such as *'give up control'*, *'pick your battles'*, and *'champion effectively rather than being the champion complainer'*.

J Gerard noted that regardless of politics, he was unhappy with some of the comments and behaviour at the conference and felt that LGNZ was not listening to the community.

I Campbell asked if the members thought it had been worthwhile attending the conference. J Gerard noted that he had attended a number of valuable LGNZ conferences in the past; however, he believed that this conference had been politicised, anti-government, and inappropriate.

I Campbell questioned whether the Board should recommend to the Council that it consider withdrawing from LGNZ, similar to the Auckland and Christchurch City Councils. J Gerard did not believe that the Board could debate the matter, as it was only considering the member's report on the attendance of the LGNZ conference.

In response to questions, S Hart noted that the appropriate process would be for the Councillors on the Board to share the Board's views on the conference with the Council and raise the question about the Council's LGNZ membership at a Council meeting.

T Kunkel suggested that, for a governance point of view, members could discuss the matter further as part of the Members Forum.

Moved: L McClure

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Members reports No. 240916157833.

CARRIED

J Ward appreciated her colleagues' reports and commented that she believed the previous administration had had a huge influence on the conference agenda. She noted that the Council had paid its annual membership fee to LGNZ, and withdrawing at this time would not be financially beneficial.

P Williams agreed that the Council should be considering its options around LGNZ membership.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for August 2024**

K Barnett asked if the Chair could provide an update on the Woodend Bypass Briefing. J Gerard advised that the Associate Minister of Transport Matt Doocey had publicly discussed everything that had been in the briefing related to the SH1 North Canterbury Corridor Project including the potential underpass or overpass.

Moved: K Barnett

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (b) **Receives** report No. 240904149751.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 7 August 2024.**
- 9.2. **Woodend-Sefton Community Board Meeting Minutes 12 August 2024.**
- 9.3. **Kaipoi-Tuahiw Community Board Meeting Minutes 19 August 2024.**
- 9.4. **Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.**
- 9.5. **Proposed Rooding Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Rooding Committee 20 August 2024 – Circulates to all Boards.**
- 9.6. **Avian Botulism Management 2023-24 – Report to Utilities and Rooding Committee 20 August 2024 – Circulates to all Boards.**

Moved: P Williams

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.6.

CARRIED

10. **MEMBERS' INFORMATION EXCHANGE**

R Brine

- Advised that the Governance Agreement for Kate Valley was being updated. He had not yet been advised of changes. The agreement would be voted on at the upcoming Transwaste AGM.
- Work to repair the old scrap metal area at the Southbrook Resource Recovery Park was complete.

P Williams

- Attended:
 - Business Parking Strategy session. There was a good rapport with businesses and a good discussion. Some businesses would like to see parking restrictions being monitored on weekends.
- Advised that the old Rangiora Police Station that the Council had recently purchased did not contain asbestos.

M Clarke

- Residents raised concerns regarding people illegally parking in the carpark at the back of New World, making it difficult for trucks to manoeuvre. He spoke to a shop owner who seemed to regularly park in the designated loading area and was concerned about the comments made regarding the easy process of getting an exemption from paying parking fines.

S Wilkinson

- Attended:
 - Whiterock Community meeting regarding the landfill application and was pleased that the Council had approved funding for assistance with the Board's submission.
 - Commissioner submission meeting regarding Airport Development.
 - Rangiora parking Workshop, where it was noted that a large component of on-street parking was being used by Council staff.
 - Southbrook Sports Club AGM.

K Barnett

- Attended:
 - Commissioner submission meeting regarding Airport Development.
- Commented the Whiterock Quarry had been her main focus and noted that members could also make an independent submission.
- Sent a number of Snap Send Solves requests about broken telephone boxes.
- Commented that streetlights in older areas of Rangiora appeared to not be working and for it to be investigated.
- Commented that staff needed to park somewhere, and there were few businesses in town that provided staff parking.

I Campbell

- Was concerned that the previous two All Board sessions had been cancelled.
- Advised that work on the Loburn War Memorial had started.
- Attended:
 - Commissioner submission meeting regarding Airport Development
 - Whiterock Quarry Community meeting, which around 250 people attended.

T Kunkel advised that the June 2024 All-Board session was scheduled to specifically discuss the Community Board Discretionary grant criteria. Subsequently, it was agreed that the Boards would consider their criteria individually. The All-Board Session scheduled for September 2024 was cancelled as the majority of the Community Board members had indicated that they could not attend the meeting.

L McClure

- Noted that the Waimakariri Health Advisory Group Independent Chair position had closed without any applications being received.

J Ward

- Attended:
 - North Canterbury Sport and Recreation Trust meeting.
 - Utilities and Roding meeting.
 - Commissioner submission meeting regarding Airport Development
 - Airfield update meeting.
 - Council workshops on planning for the Annual Plan budget
 - Audit and Risk – The audit process was nearly completed. Audit costs had increased.
- Communications going well with team completing a lot in house.

B McLaren

- Attended:
 - Civil Defence/ North Canterbury Neighbourhood Support 'Gets Ready' Community Hubs open day visiting Loburn, Pegasus and Silverstream.
 - Whiterock Community landfill resistance meeting, 200 plus attended and was covered by local media.
 - St John Church monthly fair.
 - Loburn 39 Road Relay with a strong contingent of WDC staff.
- Noted that he had recently had his last day as Regulatory Operations Manager at Taumata Arowai and now no longer had a conflict of interest in this space.

11. CONSULTATION PROJECTS**11.1. Gladstone Dog Park**

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

The consultation would close on Friday, 20 September 2024.

11.2. Road Reserve Management

<https://letstalk.waimakariri.govt.nz/road-reserve-management>

The consultation would close on Sunday, 29 September 2024.

11.3. Parking Management Plan – Shopper/Visitor Survey

<https://letstalk.waimakariri.govt.nz/parking-management-plan-shopper-visitor-survey>

11.4. Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.5. Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

The Board noted the Consultation Projects.

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 31 August 2024: \$12,535.

12.2. General Landscaping Fund

Balance as at 31 August 2024: \$71,626.

The Board noted the Board Funding updates.

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 was scheduled for 7pm, Wednesday 9 October 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.54PM.

CONFIRMED

Chairperson

Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO: GOV-18 / 240923162987

REPORT TO: Council

DATE OF MEETING: 01 October 2024

FROM: Dan Gordon, Mayor

SUBJECT: Mayor's Diary
Monday 26 August to Sunday 22 September

1. SUMMARY

Attend regular meetings with the Chief Executive, Management Team, and staff.

Monday 26 August	Meeting: Resident (phone call)
Tuesday 27 August	Meeting: Prestige cars with WDC staff; James Backhouse, New World; Barbara Warren re Ohoka Market lease with WDC staff and Councillors; Waimakariri Community Arts Council Meeting Presented: Future of Canterbury Panel participant Interview: Compass FM
Wednesday 28 August	Meeting: FRisk (online); Resident x 3; Kalley Simpson re Mandeville Resurgence Briefing; Transport Portfolio Holder Meeting (internal); Hamiora Bowkett, DIA (Teams); Passchendaele Advisory Group Meeting Attended: Rata Canterbury Grants Function
Thursday 29 August	Meeting: James Caygill, Waka Kotahi with Jeff Millward; Local Water Done Well with Mayors and CEs of Hurunui and Kaikoura Attended: Civil Defence Emergency Management Joint Committee hosted by Ecan; Canterbury Mayoral Forum Dinner
Friday 30 August	Meeting: Urban95; Local Water Done Well Attended: Canterbury Mayoral Forum; Funeral service for Don Hassell at Rangiora Fire Station; judged Cancer Society "Paint the town yellow" competition
Saturday 31 August	Attended: Norm Kirk 50 th Celebration (speech); Waimakariri Sailing Cub Open Day; Cust fire Brigade Celebration (speech) presentation of awards to two Gold Star recipients
Sunday 01 September	Attended: NPC Canterbury v Wellington at Rangiora

Monday 02 September	Meeting: CE Performance Review; Resident Attended: Waimakariri Water Zone committee meeting; Kane Shield swimming competition and presentation of award
Tuesday 03 September	Meeting: Residents x 2; Waitaha Primary Health CE performance review; Teams call with DIA and Mayors of Hurunui and Kaikoura Interview: Compass FM
Wednesday 04 September	Meeting: Mayors Award Interview with nominee and WDC staff; Community Services Award interview with nominee and Deputy Mayor Attended: Waitaha Primary Health Board Meeting
Thursday 05 September	Meeting: Interview with David Hill, North Canterbury News; Community Services Award interview with nominee and Deputy Mayor Attended: Fresca Pizza Evening with Civil Defence, Police Minister and Hon Mark Mitchell
Friday 06 September	Meeting: 2 x Community Services Award interviews with nominee and Deputy Mayor; Resident; Discussion on Speed Management Plans with Cllr Philip Redmond; meet with WDC staff re Geoff Walls (Mount Thomas Road flood issues) Attended: IDEA Services Masquerade Ball (speech)
Saturday 07 September	Attended: Woodend Bowling Club Opening (speech)
Sunday 08 September	Attended: Greenspace Event at Hegan Reserve (opening/welcome speech)
Monday 09 September	Meeting: Canterbury Mayoral Forum Secretariat and Mayor Nigel Bowen (Teams); Resident; Carl McOnie, CE of NZ Land Search and Rescue, and James Davidson, Oxford Land Search and Rescue; meet with Cllr Redmond and planning staff
Tuesday 10 September	Interview: Compass FM; Resident
Wednesday 11 September	Meeting: 3 x Community Services Award interviews with nominee and Deputy Mayor Attended: Kaiapoi Borough School to meet with students with Deputy Mayor; Fundraising event at Toms Chop Shop, Rangiora; Afternoon Tea with residents at the Sterling Village, Kaiapoi; Opening of Canterbury's first high performance show home in Amberley
Thursday 12 September	Attended: South Island Emergency Management Conference at Te Pae, Christchurch
Friday 13 September	Meeting: Greater Christchurch Partnership Mayors/Chairs & Chief Executives Attended: South Island Emergency Management Conference
Saturday 14 September	Meeting: Student of Rangiora High School Attended: Officially opened Coldstream Tennis Club; Woodend Rugby Club Prizegiving

Monday 16 September	Meeting: Community Services Award interviews with nominee and Deputy Mayor; MTFJ Update meeting; Annual Plan Project Group; Teams call with Freddy DeClerck in Belgium re Passchendaele trip planning
Tuesday 17 September	Meeting: Community Services Award interviews with nominee and Deputy Mayor; District Planning and Regulation Committee Meeting; Community & Recreation Committee Meeting Attended: Rangiora Borough School haka at Rangiora Library and Council premises Interview: Compass FM
Wednesday 18 September	Meeting: Inquiry by Design Parking Management Plans Session at Mainpower Stadium; Williams Street Bridge trip Attended: Citizenship Ceremony; Meeting with Passchendaele trip delegation
Thursday 19 September	Meeting: Mayors & CEs of Kaikoura and Hurunui; LGNZ Transport Forum (Teams); CE performance review follow up meeting; Community Services Award interviews with nominee and Deputy Mayor Attended: Court Theatre opening performance "Paradise of the impermanence of Ice Cream"
Friday 20 September	Attended: LGNZ National Council Meeting, Wellington
Saturday 21 September	Attended: Rangiora Volunteer Fire Brigade Honours Evening (speech); Rangiora Promotions Harry Potter Quiz night – presented prizes
Sunday 22 September	Meeting: Meeting with Chair and Board member of Rangiora Promotions

THAT the Council:

a) **Receives** report N°. 240923162987.



Dan Gordon
MAYOR

Key:

LTP – Long Term Plan

RLTP –

DIA – Department of Internal Affairs

PHO – Primary Health Organisation

GCP – Greater Christchurch Partnership

WPH – Waitaha Primary Health

NCN – North Canterbury News