

Waimakariri District Council

Agenda

Tuesday 1 April 2025

9.00am

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



WAIMAKARIRI
DISTRICT COUNCIL

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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 April 2025** commencing at 9am.

Sarah Nichols
GOVERNANCE MANAGER

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

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

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

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 4 March 2025

RECOMMENDATION

14 – 28

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 4 March 2025.

MATTERS ARISING (from Minutes)

4. DEPUTATIONS AND PRESENTATIONS

4.1 Bancorp Treasury Services – Miles O'Connor

M O'Connor will be in attendance to update the Council on treasury related matters.

(note this was delayed due to technical issues at the recent Audit & Risk Committee meeting).

Note : Report Item 7.1 (Amendment to the Treasury Policy) will be considered following the conclusion of the deputation.

4.2 Drucilla Kingi Patterson

Note : This relates to item 9.1 of the agenda.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

- 6.1 **Rangiora Eastern Link: Decision on Preferred Route** – Joanne McBride (Roading and Transport Manager) and Rob Kerr (REL Programme Manager)

RECOMMENDATION

29 – 175

THAT the Council:

- (a) **Receives** Report No. 250319046056.
- (b) **Adopts** Option B.1 Rangiora Eastern Link, west of Wastewater Treatment Plant (WWTP) as the preferred route for the Rangiora Eastern Link.
- (c) **Agree** that the Concept Design does not include a connection from the REL to Marsh Road westbound.
- (d) **Endorses** the Rangiora Eastern Link Strategic and Economic Cases. (250319046050).

- 6.2 **Solid Waste and Waste Handling Bylaw Terms and Conditions Amendments to Include Early Collection Areas** – Kitty Waghorn (Solid Waste Asset Manager)

RECOMMENDATION

176 – 196

THAT the Council:

- (a) **Receives** Report No. 250319046051.
- (b) **Approves** the proposed changes to Solid Waste & Waste Handling Bylaw Terms & Conditions:
 - a. Amend Section 21 Time for placement and removal of bins as below:
 - ii) *In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bins are to be placed at kerbside on the day of collection before 7.00 am but no earlier than 6:00 pm on the day before collection.*
 - Add new iii) In an Early Collection Area, to ensure collection bins are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection or such other times as notified by Council.*
 - b. Amend Section 22 Time for placement of refuse bags for collection as below:
 - i) *In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bags are to be placed at kerbside on the day of collection before 7.00 am but no earlier than 6:00 pm on the day before collection.*
 - Add new ii) In an Early Collection Area, to ensure collection bags are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection or such other times as notified by Council.*
 - (c) **Notes** that the Council may from time-to-time approve changes to the Terms & Conditions by resolution at a meeting as this does not materially affect the Bylaw.
 - (d) **Notes** that staff will be undertaking a letter drop to all residents in the impacted area and plan to speak to St Joseph's School, Bainswood House and the Rangiora Medical Centre in Victoria Street to ensure they can make plans to have their bins placed out for collection at the earlier collection time.

6.3 **Mainpower Stadium Management Agreement and Carpet Tile Purchase** – Chris Brown
(General Manager Community and Recreation)

RECOMMENDATION

197 – 296

THAT the Council:

- (a) **Receives** Report No. TRIM 250321048567.
- (b) **Approves** the execution of the Management Agreement with the North Canterbury Sport and Recreation Trust for the management of the indoor courts, large function room, sports house office space and the common areas of Mainpower Stadium for a term of ten years plus two rights of renewal of five years.
- (c) **Approves** the execution of the commercial lease with the North Canterbury Sport and Recreation Trust for the lease of the fitness centre, physio rooms and the Cafe at Mainpower Stadium for a term of ten years plus two rights of renewal of five years.
- (d) **Approves** the purchase of the carpet tiles and floor trollies from the North Canterbury Sport and Recreation Trust for \$60,000.
- (e) **Notes** Council will pay a fee to the North Canterbury Sport and Recreation Trust to cover the staffing costs of operating the areas covered under the management agreement.
- (f) **Notes** All revenue from the areas covered under the management agreement will be collected by Council, this will include hire fees, naming rights, and signage. In addition, Council will also receive revenue for the commercially leased areas including the gym, café and physio rooms.
- (g) **Notes** the management fee from Council to NCSRT will be paid monthly and the revenue from the managed area will be received monthly by Council.
- (h) **Notes** that the indemnity and liability cover of the North Canterbury Sport and Recreation Trust is limited to \$10 million and any losses beyond this amount would be incurred by Council.
- (i) **Notes** That NCSRT have purchased equipment including furniture and IT equipment for the Stadium. These items are currently listed as trust assets in the agreement; however staff will continue to work with the NCRST regarding the ownership and replacement of these items.
- (j) **Notes** the purchase cost of the carpet tiles is estimated to be recouped through hire fees in eight years.

6.4 **Oxford Health and Fitness Trust Loan Repayments** – Ken Howat (Parks and Facilities Team Leader)

RECOMMENDATION

297 – 302

THAT the Council:

- (a) **Receives** Report No.250320047563.
- (b) **Approves** the repayment of the \$200,000 loan to the Oxford Health and Fitness Trust be amended to commence November 2025 and conclude October 2035.
- (c) **Notes** that monthly loan repayments would be adjusted to reflect interest capitalised until payments begin in November.
- (d) **Notes** that the loan will have no effect on rates.
- (e) **Notes** that should 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.

6.5 **Submissions to Central Government Consultations October 2024 to March 2025** – Sylvia Docherty (Policy and Corporate Planning Team Leader)

RECOMMENDATION

303 – 348

THAT the Council:

- (a) **Receives** Report No. 250320047812.
- (b) **Endorses** the attached submission on the Smokefree Environments and Regulated Products Amendment Bill No. 2 (attachment i. 241004171905)
- (c) **Endorses** the attached submission on the Water Services Authority levy for Councils and CCOs (attachment ii. 241004171905)
- (d) **Endorses** the attached submission on the Commerce Commission levy for Councils and CCOs (attachment iii. 241212221558).
- (e) **Endorses** the attached submission on the Resource Management (consenting and other system changes) Amendment Bill (attachment iv. 250117007022).
- (f) **Endorses** the attached submission on the NEMA review of Section 33 of the Guide to the National Civil Defence Management Plan (attachment v. 250213023292).
- (g) **Endorses** the attached submission on the Local Government Water Services Bill (attachment vi. 250218026371).
- (h) **Endorses** the attached submission on the Speed Limit Reversals – transitional changes 2024-25 (attachment vii. 250221028609).
- (i) **Circulates** the report and attached submissions to all the Community Boards for their information.

6.6 **Delegations Under the Fast-track Approvals Act 2024** – Wendy Harris (Planning Manager)

RECOMMENDATION

349 – 365

THAT the Council:

- (a) **Receives** Report No. 250310038643.
- (b) **Approves** the following new delegations under the Fast-track Approvals Act 2004:

Section	Delegation	Officer
s. 11	To determine the content of Council comments provided during pre-application consultation for referral applications.	1, 2, 4 & 10
s. 17(1)	To determine council comments to the Minister on a referral application	10
s. 17(3)	To determine if there are existing applications that would be competing applications, if a substantive application for the project were lodged.	1, 2, 4 & 10
s. 29	To determine the content of council comments provided during pre-application consultation for listed projects.	1, 2, 4 & 10
s. 30(3)&(4)	To determine relevant existing resource consents and notify existing consent holders	1, 2, 4 & 10
s. 30(5)	Notification to existing consent holders of a substantive application for a listed or referred project.	1, 2, 4, 7 & 10
s. 53(2)	To determine the content of council comments provided on a substantive application.	10

s. 70	Authority to provide comments on draft conditions.	10
s. 90	To provide any information requested by the EPA.	1, 2, 4 & 10
s. 99	Decision to lodge an appeal to the High Court	10
Cl 3, Sch. 3	Nomination of a person or persons for appointment as a panel member for a substantive application.	10
Cl 30, Sch. 5	To amend the district plan to include a designation following a decision by a panel to confirm or modify the designation.	1 & 10

Officer Key

Development Planning Manager	1
Planning Manager	2
Team Leader – Resource Consents	4
Planning Administration Team Leader	7
General Manager Planning, Regulation and Environment	10

6.7 Delegation to Make Decisions on Behalf of Council as Requiring Authority – Jeff Millward (Chief Executive)

RECOMMENDATION

366 – 371

THAT the Council:

- (a) **Receives** Report No. 250321048476.
- (b) **Delegates** decision-making on behalf of the Council as a Requiring Authority on the Council designations in the Proposed District Plan to the General Manager Utilities and Roading.
- (c) **Notes** that this is the appropriate delegation due to the conflict of interest that arises for other senior management in the Council.

6.8 Conduct and Communications Policy – Katherine Brocas (Senior Advisor Project Delivery)

RECOMMENDATION

372 – 380

THAT the Council:

- (a) **Receives** Report No. 250227032221.
- (b) **Notes** the Conduct and Communications Policy (attachment i, TRIM: 250225030798] has been adopted by the Management Team at an operational level 10 March 2025.
- (c) **Notes** that individual councillors may choose to apply the Policy or its strategies in part or in full in their personal capacity and request support through the Chief Executive.

THAT the Council:

- (a) **Receives** report No 250317044016.
- (b) **Appoints** Mayor Gordon and Councillors to attend the Ohoka Anzac Day service to be held at 11am on Thursday, 24 April 2025, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillors to attend the Woodend Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial.
- (d) **Appoints** Councillors to attend the Sefton Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Councillors to attend the Pegasus Dawn Service to be held at 6am on Friday, 25 April 2025, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (f) **Appoints** Councillors to attend the Dawn Parade to be held at 6am on Friday, 25 April 2025, at the Rangiora RSA.
- (g) **Appoints** Mayor Gordon and Councillors to attend the Kaiapoi Dawn Service to be held at 6.30am on Friday, 25 April 2025, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (h) **Appoints** Councillors to attend the Oxford Anzac Day service to be held at 9am on Friday, 25 April 2025, at the Oxford Cenotaph, and to lay a wreath.
- (i) **Appoints** Councillors to attend the RSA Memorial Service to be held at 9.30am on Friday, 25 April 2025, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (j) **Appoints** Mayor Gordon and Councillors to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Friday, 25 April 2025, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (k) **Appoints** Deputy Mayor Atkinson and Councillors..... to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Friday, 25 April 2025, at the Raven Quay Cenotaph.
- (l) **Appoints** Councillors to attend the Cust Anzac Day service to be held at 10am on Friday, 25 April 2025, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (m) **Appoints** Councillors to attend the Fernside Anzac Day Service, to be held at 10am on Friday, 25 April 2025 at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (n) **Appoints** Mayor Gordon and Councillors to attend the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph, and to lay a wreath.
- (o) **Appoints** Deputy Mayor Atkinson and Councillors to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph.

- (p) **Appoints** Councillors, to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 11.30am on Friday, 25 April 2025, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (q) **Appoints** Councillors, to attend the Striking of the Flag at 2pm on Friday, 25 April 2025, at the Loburn War Memorial.
- (r) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (s) **Circulates** a copy of this report to all Community Boards for information.

7. **MATTERS REFERRED FOR DECISION**

7.1 **Amendment to Treasury Policy** - Greg Bell (Acting General Manager Finance and Business Support)

(Refer to the attached copy of report Trim no. 250212022685 to the Audit and Risk Committee of 11 March 2025).

RECOMMENDATION

385 – 394

THAT the Council

- (a) **Amends** interest rate risk management section (section 3.5) of the Treasury Policy, effective from 1 April 2025 to the following limits:

Current limits for proportion of interest rates fixed	Proposed limits for proportion of interest rates fixed
Minimum 50% to Maximum 100% for years 0 – up to 3 years	Minimum 40% to a Maximum 100% for years 0 – up to 2 years
Minimum 30% to a Maximum 80% for years 3 – up to 6 years	Minimum 25% to a Maximum 80% for years 2 – up to 4 years
Minimum 0% to a Maximum 50% for years 6 – up to 10 years.	Minimum 0% to a Maximum 60% for years 4 – up to 10 years.

- (b) **Notes** that staff have held off putting in place interest rate hedging for year 6 of the policy (2030) to allow the Council to make a decision on the proposed policy change.
- (c) **Notes** that staff have pre-funded the required debt repayments for the 2025 calendar year to maintain the Council's strong liquidity position.

7.2 **Consideration of Options for Progressing the Kaiapoi to Woodend Walking and Cycling Connection (Better Off Funding)** – Joanne McBride (Roading and Transportation Manager) and Kieran Straw (Civil Projects Team Leader)

(Refer to the attached copy of report Trim no. 241220227289 to the Kaiapoi-Tuahiwi Community Board of 17 March 2025).

Please note that the recommendation as resolved by the Kaiapoi-Tuahiwi Community Board is different to that in the staff report.

RECOMMENDATION

395 – 423

THAT the Council

- (a) **Approves** the expenditure of the existing Better-Off budget to the construction of the amended design (Option Two) within this report for the cycleway between Smith Street, and Lees Road, and for a footpath from Lees Road to Pineacres if budget allows, at an estimated cost of \$962,100, to be funded from the Kaiapoi to Woodend Cycleway budget (PJ102289) which has an available budget of \$965,090.

- (b) **Approves** the amended Plan of Works (Trim no. 241220227289) including the installation of seven additional “watts profile” speed humps in Old North Road, to ensure a low-speed environment suitable for a Neighbourhood Greenway.
- (c) **Notes** that the recommendations included within this report removes the off-road shared path on Old North Road and instead provides provision for a Neighbourhood Greenway only.
- (d) **Notes** that the low-speed environment for the “Neighbourhood Greenway” will be reinforced with additional shared space signage, and associated line marking (including green slurry).
- (e) **Notes** that the recommendations also include a provisional item for a footpath connection from Lees Road to Pineacres, to be installed if budgets allow.
- (f) **Notes** that the completion of the facilities between Smith Street and Pineacres Intersection will provide the first stage to any future connection through to Woodend following the completion of the Belfast to Pegasus Motorway Extension.
- (g) **Notes** that design components of Smith Street to Pineacres have previously been approved by Council through the Transport Choices Programme.
- (h) **Notes** that the Better Off Funding was sought specifically for the purpose of delivering the Kaiapoi to Woodend Cycleway, and that this budget is required to be spent by 30 June 2027.
- (i) **Notes** that should the recommendations in this report not be supported, then staff would take a further report to Council requesting the relocation of funding to a 3 Waters Project.
- (j) **Considers** consultation with the effected property owners on Old North Road. Whereafter a report should be submitted to the Kaiapoi-Tuahiwi Community Board for information.
- (k) **Considers** consultation with Environment Canterbury regarding the upgrading of the Cam River Floodgate to ensure accessibility. Whereafter a report should be submitted to the Kaiapoi-Tuahiwi Community Board for information.

8. **HEALTH, SAFETY AND WELLBEING**

8.1 **Health, Safety and Wellbeing Report February 2025 to Current** - J Millward (Chief Executive)

RECOMMENDATION

424 - 435

THAT the Council:

- (a) **Receives** Report No 250319046472.
- (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.

9. **CORRESPONDENCE**

9.1 **Correspondence from Drucilla Kingi Patterson (250304035284)**

9.2 **Local Government New Zealand Quarterly Report November 2024 to February 2025**

RECOMMENDATION

436 – 458

- (a) **THAT** Item 9.1 and 9.2 be received for information.

10. REPORT FOR INFORMATION FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

10.1 Delay to Construction Completion Date for CON23/36 Raven Quay – Teffion Matthews (Senior Project Engineer)

RECOMMENDATION

459 – 461

(a) **THAT** Item 10.1 be received for information.

11. COMMITTEE MINUTES FOR INFORMATION

11.1 Minutes of the Utilities and Roading Committee meeting 25 February 2025

11.2 Minutes of the Community and Recreation Committee meeting 25 February 2025

11.3 Minutes of the District Planning and Regulation Committee meeting 25 February 2025

11.4 Minutes of the Utilities and Roading Committee meeting 18 March 2025

RECOMMENDATION

462 – 502

(a) **THAT** Items 11.1 to 11.4 be received for information.

12. COMMUNITY BOARD MINUTES FOR INFORMATION

12.1 Minutes of the Rangiora-Ashley Community Board meeting 12 February 2025

12.2 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 17 February 2025

12.3 Minutes of the Oxford-Ohoka Community Board meeting of 5 March 2025

12.4 Minutes of the Woodend-Sefton Community Board meeting of 11 March 2025

12.5 Minutes of the Rangiora-Ashley Community Board meeting of 12 March 2025

12.6 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 17 March 2025

RECOMMENDATION

503 – 570

(a) **THAT** Items 12.1 to 12.6 be received for information.

13. MAYORS DIARY - THURSDAY 20 FEBRUARY TO FRIDAY 14 MARCH 2025

RECOMMENDATION

571 – 573

(a) **THAT** the Council receives report no. 250325050489.

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:

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 4 March 2025
- 17.2 Section 17 A Review of Greenspace Service Delivery
- 17.3 Equestrian Well 4 Development – Procurement Approach and Timing of Expenditure Against Budget
- 17.4 Delegations for Appeals on Resource Consent Decisions

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-
MINUTES			
17.1	Confirmation of Public Excluded Minutes of Council meeting of 4 March 2025	Good reason to withhold exists under section 7	To protect the privacy of a natural person, including that of deceased natural persons, and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Sections 7(2) (a) and (i).
REPORTS			
17.2	Section 17 A Review of Greenspace Service Delivery	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).
17.3	Equestrian Well 4 Development – Procurement Approach and Timing of Expenditure Against Budget	Good reason to withhold exists under section 7	Section 7(2)(h) of the Local Government Information and Meetings Act: “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”.
17.3	Delegations for Appeals on Resource Consent Decisions	Good reason to withhold exists under section 7	Section 7(g) of the Local Government Official Information and Meetings Act to maintain legal professional privilege.

CLOSED MEETING

Refer to Public Excluded Agenda (separate document).

OPEN MEETING

18. **NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 6 May 2025, commencing at 9am to be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY, 4 MARCH 2025, WHICH COMMENCED AT 9AM.

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie (departed 12.38pm), R Brine, B Cairns (via Teams), J Goldsworthy, T Fulton, N Mealings (arrived at 9.06am), P Redmond, J Ward, and P Williams.

IN ATTENDANCE

S Powell and R Mather (Woodend-Sefton Community Board) and six members of the public were present.

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roading), S Hart (General Manager Strategy, Engagement and Economic Development), G Bell (Acting General Manager Finance and Business Support), M Maxwell (Strategy and Business Manager), J McBride (Roading and Transport Manager), S Nichols (Governance Manager), R Kerr (Rangiora Eastern Link Programme Manager), B Charlton (Environmental Services Manager), J Recker (Stormwater and Waterways Manager), K Simpson (3 Waters Manager), R Turner (Team Leader Environmental Health), K Straw (Civil Projects Team Leader), S Allen (Water Environment Advisor), S Docherty (Policy and Corporate Planner), N Thenuwara (Policy Analyst) and T Kunkel (Governance Team Leader).

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. ACKNOWLEDGEMENTS

None.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 4 February 2025

Moved: Councillor Goldsworthy

Seconded: Councillor Redmond

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 4 February 2025.

CARRIED

MATTERS ARISING (from Minutes)

None.

5. DEPUTATIONS AND PRESENTATIONS

51. Rangiora Health Hub – Dr Lorna Martin and Bill Eschenbach

Dr L Martin noted that she has retired from practising general medicine and was no longer involved with the development of the new medical facility in the Rangiora Health Hub. She provided a brief background on the proposed development of the Health Hub in Rangiora. It was noted that although South Link Health, who would be developing the medical facility, was leasing the land from the Ministry of Health, the proposed facility would be a private medical practice, not a Health NZ facility. Hence, there would be a cost to users of the facility.

Dr L Martin advised that delays had beset the facility's development partly due to Covid-19, increased building costs and consents, and challenges with securing funding. The new facility would provide radiology (ultrasound and computed tomography) and a pharmacy. Other allied health professionals could potentially have space at the facility as well. The initial plan was to provide extended services from 8am to 10pm, building up to the full after-hours services if the demand was there. Dr L Martin noted that in her experience, medical facilities were the busiest from 8am to 10pm, despite the increase in population.

B Eschenbach advised that Waitaha Primary Health was keen to see the facility developed in Rangiora as it believed it would support the health and wellbeing of communities in the Waimakariri and Hurunui Districts. He acknowledged the excellent care provided by all the current medical practises in the Waimakariri District, which would benefit from the extended services offered at the Health Hub.

Mayor Gordon questioned the other Canterbury District councils' involvement in facilitating community health service provision. B Eschenbach confirmed that the Hurunui District Council owned several buildings leased to medical practises. The Waimakariri District Council owned the building housing the Oxford Medical Centre. The Selwyn District Council has developed the Selwyn Health Hub, which included a maternity unit, a community dental service, public health nursing, and mental health facilities. Waitaha Primary Health believed that District Councils should be proud of the work that they had done to promote primary health care in rural communities.

Mayor Gordon sought clarity regarding the provision of urgent care. Dr L Martin explained that sick patients presenting at the new medical facility would be attended to. However, in the first instance patients were encouraged to make an appointment with their usual medical practitioner because their usual medical practitioner had access to their health records. Nonetheless, sick patients would be treated.

Responding to a question from Mayor Gordon, Dr L Martin confirmed that the resource consent was for the medical facility to operate from 7am to 10pm, seven days a week, as most people seemed to present with symptoms between those hours. St. John's paramedic service would be available to treat patients outside these hours.

Councillor Mealings noted that some people had surmised that the new medical facility would not constitute an expansion of medical service in Rangiora as two practices were being merged. Dr L Martin acknowledged that two practices were being merged; however, the new larger facility would allow for the expansion of the service that the practices were currently providing, i.e., more doctors allowing more patients to be attended to.

Councillor Williams enquired where the additional medical staff would be recruited from. Dr L Martin noted that recruiting qualified medical professionals was a nationwide challenge that the Central Government was working to resolve.

Public Excluded Report 15.5 was taken at this time. However, the order of the agenda was retained in the minutes to mitigate confusion. Therefore, in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, the public was excluded from the Council meeting from 9.30am to 11am.

The Council adjourned for refreshments from 11am to 11.15am

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1 Adoption of the Draft 2025/26 Annual Plan and Consultation Document, Including the Proposed Arrangements for the Delivery of Water Services – G Bell (Acting General Manager Finance and Business Support) and S Docherty (Policy and Corporate Planning Team Leader)

G Bell advised that the Council was requested to approve the public consultation on the Draft Annual Plan 2025/26 (AP) and the associated Consultation Document. The Annual Plan set out the activities, services and investments planned by the Council over the next financial year and how it planned to fund its activities and services. Key topics that the Council would be seeking feedback on within the Consultation Document were:

- Proposed changes in the Annual Plan compared to the 2024/34 Long Term Plan
- Changes in the Council's Development Contributions Policy and Rates Policy
- Delivery of Water Services

G Bell noted that, under legislation, the Council needed to prepare a Water Services Delivery Plan by September 2025 and consult the community on the proposed arrangements for delivering water services. In light of the public interest in water services delivery, it was recommended that public consultation on the Annual Plan be extended to 21 April 2025.

Councillor Redmond observed that the draft Annual Plan and the associated Consultation Document contained inconsistent statistics regarding the Waimakariri District's population. He requested that the population figure be consistent throughout the documents. G Bell undertook to confirm the Waimakariri District's population statistics and amend the documents accordingly.

Councillor Mealings suggested that the section of the Consultation Document dealing with Local Water Done Well should include an explanation of a Council-controlled Organisation (CCO). Regarding the proposed Rating Policy changes, she suggested that the term 'rates factor' should be clarified as the public may not be aware of the concept.

Moved: Mayor Gordon

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 250128013224.
- (b) **Adopts** the Draft Annual Plan 2025/26 (Trim No. 241217224568) as the principal document relied on for the content of the Draft Annual Plan 2025/26 Consultation Document.
- (c) **Adopts** the Consultation Document (Trim No. 250204018344) as the statement of proposal for public participation in decisions on the content of the Draft Annual Plan 2025/26 and as the information for consultation in relation to:
 - (i) amendments to the Rating Policy and definition of Separately Used or Inhabited Part of a Rating Unit as approved at the Council meeting on 28 January 2025.
 - (ii) the draft 2025/26 Development Contributions Schedule as approved at the Council meeting on 28 January 2025.
 - (iii) the arrangements for delivering water services under Sections 58 to 64 of the Local Government (Water Services Preliminary Arrangements) Act 2024.
- (d) **Approves** the proposed fee increase for cemeteries and community facilities as set out in attachment iii (TRIM 250205018951) as the basis for the relevant draft Recreation Activity revenue budgets in the draft Annual Plan 2025/26.
- (e) **Notes** the Annual Plan Engagement Schedule with the special consultative procedure to open on 14 March 2025 and close on 21 April 2025.
- (f) **Notes** the Draft Annual Plan and Consultation Document refers to further information and reports, and this information will be provided on the Council website during the special consultative procedure from 14 March 2025 to 21 April 2025.

- (g) **Notes** that the average rate increase per rating unit is 4.98% and that this is consistent with achieving the Council's Financial Strategy set out in its Long-Term Plan 2024-2034 LTP).
- (h) **Delegates** to the Mayor and Chief Executive authority to amend the Consultation Document following Council comments and to the General Manager Finance and Business Support authority to make necessary minor edits and corrections to the Draft Annual Plan 2025/26 prior to publication.

CARRIED

Mayor Gordon noted that any minor amendments to the Consultation Document could be forwarded to the Chief Executive, as he and the Chief Executive had the authority to make necessary minor edits and corrections before publication. He thanked G Bell for his service to the Council, especially his contribution to resolving the Council's position on Water Done Well. Mayor Gordon explained that the proposed internal Business Unit was effectively the same as the Council had now, except that the function would be ringfenced to meet the legislative requirements. A CCO would have meant that the provision of water would be removed from the direct responsibility of the Council, which the Council did not believe the community would have supported. Also, the independent modelling undertaken on behalf of the Council confirmed that the standalone internal business unit would meet the tests of the new legislation, which was to ensure economic sustainability. The Council retained the ability to work with neighbouring councils.

Mayor Gordon advised that because Water Done Well was such an important issue, the Council would send residents a letter explaining its position and encouraging them to provide feedback.

Councillor Ward congratulated the Chief Executive and staff, particularly the Finance Team, for containing the proposed rates increase during a difficult financial period without cutting the Council's level of service.

Councillor Redmond supported the motion, noting that the Council would consult on several interesting topics. He hoped that the Consultation Document, which included a survey, would encourage residents to let the Council know what they think. He also thanked G Bell for his service to the Council and wished him well in his future endeavours.

7.2 **Transport Choices (Strategic Cycleway) Project Update** – J McBride (Roading and Transport Manager) and K Straw (Civil Projects Team Leader)

K Straw briefly updated the Council on the four cycleway projects proposed under the previous Central Government's Transport Choices Programme. In October 2023, the program was placed on hold, and the Central Government subsequently withdrew all Transport Choices funding for projects that the New Zealand Transport Agency (NZTA) had not yet approved. The lack of NZTA funding resulted in the proposed cycleway projects being placed on hold. Therefore, the Council was requested to officially postpone the Rangiora On-Road Cycle lanes and Rangiora Town Cycleway projects until funding becomes available.

K Straw noted that a formed and surfaced footpath was constructed from Garlick Street, Ravenswood, to within 20 metres of the State Highway boundary. However, there was no path on the last 20 metres to the Highway and no formed path along the Highway to Chinnerys Road, Woodend. Therefore, the Council's approval was sought to proceed with an alternative low-cost solution to provide a footpath connection between Chinnerys Road, Woodend, and Garlick Street, Ravenswood, subject to the NZTA agreement.

Councillor Cairns questioned why the NZTA did not consider a path from Woodend to Ravenswood a safety necessity. J McBride noted that the NZTA needed to assess road safety on the State Highway and pedestrian safety. Council staff would continue to work with NZTA to find a solution.

Councillor Cairns enquired if there was an indication of the number of people walking from Woodend to Ravenswood. J McBride advised that a formal count had not been undertaken; it was currently not a very attractive route, as people had to walk along the State Highway. If required, a formal count could be conducted.

Councillor Goldsworthy suggested that the report be circulated to the Rangiora-Ashley Community Board for information.

Moved: Councillor Redmond

Seconded: Councillor Cairns

THAT the Council:

- (a) **Receives** Report No. 250219027357.
- (b) **Approves** postponing Project 2 (Rangiora Town Cycleway—Stage 1) until funding becomes available.
- (c) **Approves** a portion of Project 3 (Woodend to Ravenswood), Chinnerys Road to Ravenswood, proceeding to detailed design and construction as a low-cost interim solution, with an estimated cost of \$320,000 (subject to New Zealand Transport Agency approvals).
- (d) **Approves** the revised scheme design for Project 3 as per Trim No. 250218025768, noting that the scope of works has reduced from that previously approved through the Transport Choices Programme.
- (e) **Approves** postponing Project 4 (Rangiora On-Road Cycle lanes) until funding becomes available.
- (f) **Approves** the carryover of budget of \$320,000 from Delivering Strategic Cycling Networks (PJ 102153.000.5135) from 2024/25 to the 2025/26 financial year for the delivery of the Chinnerys Road to Ravenswood project, with a report being brought to the Annual Plan to move the remaining budget in this area of \$571,419 out to the 2027/28 financial year.
- (g) **Notes** that Project 1 (Kaiapoi to Woodend) was partially funded by “Better Off” funding. A separate report will be presented to the Council in April 2025 seeking a decision on this project.
- (h) **Notes** that the scope of “Project 3” has been reduced to a two-meter footpath constructed on the existing road shoulder between Chinnerys Road and Ravenswood (St Barnabas Church).
- (i) **Notes** that the design will be progressed in such a way that does not preclude the 2-metre wide footpath being widened to a 2.5-meter wide shared path in the future, once the road is handed over to the Council.
- (j) **Notes** that the design components of Chinnerys Road to Ravenswood have changed from those previously approved by the Council through the Transport Choices Programme and that the proposed solution is a cost-effective solution utilising the existing road shoulder.
- (k) **Notes** that this project continuing to construction will be subject to New Zealand Transport Agency (NZTA) approval. Specific design details such as kerb separator details and buffer widths will also be worked through with NZTA Network Staff to come to an agreement on what is acceptable to NZTA until such time that this section of Main North Road is handed over to the Council ownership upon completion of the Belfast to Pegasus Motorway extension (Woodend Bypass).
- (l) **Notes** that the remaining projects from the “Delivering Strategic Cycleways” component of the Transport Choices Programme remain in the Walking and Cycling Network Plan and that the delivery of the Network Plan has been postponed at this time.
- (m) **Notes** that the funding to complete the Woodend to Ravenswood path will come from the Council Share of the Delivering Strategic Cycling Networks funding and that a further report will be prepared seeking approval to move the balance of funding out through the Annual Plan process.

- (n) **Circulates** this report to the Kaiapoi-Tuahiwi, Rangiora-Ashley and Woodend-Sefton Community Boards for information.

CARRIED

Councillor Redmond supported the motion, noting that he had not supported the development of cycleways in the past. Nevertheless, he did support Transport Choices funding being used to develop cycleways within the Waimakariri District, as they provided essential connectivity, especially between Wooded and Kaiapoi. However, as the Transport Choices funding had been withdrawn, the projects should not proceed, as the burden of funding cycleways should not be placed on ratepayers. Councillor Redmond stressed the importance of providing a safe path from Woodend to Ravenswood as people were currently walking along the State Highway.

Councillor Cairns observed that the economic benefit of accommodating cyclists in the Waimakariri District should not be underestimated. Parts of the district were currently missing out on cycleway tourists, so he was in favour of developing a shared path between Woodend and Ravenswood to enable people living in Woodend to access the retailers in Ravenswood. The Council would take ownership of this road in the next five to six years, but there needed to be a short-term solution to ensure pedestrian safety in this area. Councillor Cairns, therefore, supported the motion.

Mayor Gordon also supported the motion and endorsed the comments made by the previous speakers. The Council would continue advocating to NZTA to provide safe linkages within the Waimakariri District. He would support the development of an underpass to link Pegasus and Ravenswood safely, but at the very least, a shared path linkage. Mayor Gordon noted that cyclists have also rated cycleways within the Waimakariri District highly. However, the development of cycleways was not viable without Transport Choices funding, and the Council's work plan had to be adjusted accordingly. He noted the Council's frustration about the work done on these projects before the NZTA withdrew the funding. Nonetheless, he thanked the Roding Team for their dedication. Mayor Gordon acknowledged the continued work done by the Woodend-Sefton Community Board to ensure pedestrian safety in the area.

Councillor Fulton commented that people needed to move between Woodend and Ravenswood; the mode of transport was inconsequential, and the Council needed to provide the means for them to do so. Thus, he supported the development of an alternative low-cost solution to provide a footpath connection between Chinnerys Road, Woodend, and Garlick Street, Ravenswood.

Councillor Mealings supported the motion because she believed it was a sensible rationalisation of projects in light of the funding available to the Council now that the Transport Choices funding had been withdrawn.

In this right of replay, Councillor Redmond observed that the path between Woodend and Ravenswood was essential infrastructure to ensure pedestrian and cyclist safety. The path should, therefore, be developed regardless of whether NZTA funding became available.

7.3 **Eastern Waimakariri Strategic Transport Programme Submission to Infrastructure Priorities Programme** – J McBride (Roding and Transport Manager) and R Kerr (Rangiora Eastern Link Programme Manager)

R Kerr noted that Council approval was being sought to apply to the Te Waihangā New Zealand Infrastructure Commission to include the Eastern Waimakariri Strategic Transport Programme in the new National Infrastructure Priorities Programme (IPP). The IPP would include a standardised assessment process, resulting in a scheduled list of projects across the country that would be considered a national priority infrastructure project. Inclusion in the IPP did not mean projects would be funded and did not replace any funding process. The Eastern Waimakariri Strategic Transport Programme included proposed projects already approved as part of the Council's 2024/34 Long Term and Transport Asset Management Plans.

Responding to Councillor Fulton's question, R Kerr explained being included in the IPP did not mean that projects qualified to be fast-tracked by the Central Government's Fast-track Approvals Bill. However, staff believed it may be easier to secure funding for projects assessed and tested as part of the IPP.

Councillor Ward sought clarity on whether the application should include the contributions required to execute the projects in the Eastern Waimakariri Strategic Transport Programme. R Kerr noted funding would not be considered as part of the IPP evaluation process. Hence, staff had minimised the discussion regarding funding sources; however, funding was anticipated to be discussed later in the process.

Councillor Ward further questioned whether a proposed timeline for delivering the Eastern Waimakariri Strategic Transport Programme should be included. R Kerr advised that information on funding could be provided once the Eastern Waimakariri Strategic Transport Programme had successfully passed the IPP evaluation.

Moved: Councillor Ward

Seconded: Mayor Gordon

THAT the Council:

- (a) **Receives** Report No. 250131016275.
- (b) **Endorses** the Eastern District Strategic Transport Programme - Strategic Assessment (Trim No. 250114003992).
- (c) **Approves** the Eastern District Strategic Transport Programme - Strategic Assessment be submitted to the Te Waihanga New Zealand Infrastructure Commission for consideration for inclusion in the National Infrastructure Priorities Programme.

CARRIED

Councillor Ward supported the motion, noting that the Council was fortunate to have the in-house expertise to compile its application to the IPP and commended the staff for their work in preparing such documentation.

Mayor Gordon endorsed Councillor Ward's comments and also expressed his support of the motion.

7.4 Submission on State Highway Speed Limit Reversals – J McBride (Roading and Transport Manager) and S Binder (Senior Transportation Engineer)

J McBride took the report as read, noting that Council approval of the draft submission to the NZTA on speed limit reversals proposed for State Highway One (SH1) south of Woodend was being sought. In principle, the draft Council submission supported retaining the existing 80 km/h speed limit given high turning and through volumes, traffic safety, speed limit consistency, and future network considerations along the corridor.

Councillor Redmond sought clarity on the criteria NZTA would use to assess the speed limit on SH1. J McBride noted that NZTA had not specified the criteria to be used; however, weighted numbers or weighted averages were expected to be used.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Redmond

THAT the Council:

- (a) **Receives** Report No. 250221028843.
- (b) **Endorses** the Council's submission on State Highway Speed Limit Reversals (Trim 250221028609).
- (c) **Circulates** the report to the Community Boards for their information.

CARRIED

Deputy Mayor Atkinson supported the Council's submission, noting that it made no sense to change the speed limit on SH1 before the development of the Woodend Bypass when the speed limits would have to be considered again.

Councillor Redmond commented that the Council's submission included many valid reasons to retain an 80 km/h speed limit on SH1. His main reason for supporting the motion was to ensure safety on SH1 south of Woodend.

Mayor Gordon also endorsed the motion. He believed that speed limits on the SH1 should be considered after the development of the Woodend Bypass. The SH1 south of Woodend was congested at certain times, and several accidents had occurred in this very busy stretch of road. Therefore, he felt that increasing the speed limit would be unsafe and hoped that NZTA would use set criteria when evaluating the proposed speed limits. Mayor Gordon observed that NZTA may wish to reconsider other speed-calming measures as well, such as the installation of raised speed humps.

Councillor Blackie mentioned that he regularly used the stretch of SH1 to visit the Te Kōhaka o Tūhaitara Trust and agreed that it would not be safe to increase the speed limit on this busy stretch of the road. He agreed that the speed limits could be reassessed once the Woodend Bypass had been developed. Councillor Blackie noted that the Woodend-Sefton and the Kaiapoi-Tuahiwi Community Boards supported an 80 km/h speed limit on that stretch of SH1.

7.5 **Alcohol Control Bylaw 2025 – Draft for Formal Public Consultation** – N Thenuwara (Policy Analyst)

Deputy Mayor Atkinson noted that he did not have a conflict of interest; however, he would not be voting on the matter due to his role as the Waimakariri District Licensing Committee Chairperson.

N Thenuwara advised that the Council's approval was sought for public consultation on the Draft Alcohol Control Bylaw 2025. The draft Bylaw was a localised regulatory tool that enabled the Council to address alcohol-related crimes in public places. The Council adopted the current bylaw in 2018 for a five-year period, with its statutory review due by 1 October 2023. Under the provisions of Section 160A of the Local Government Act 2002, this bylaw had a two-year grace period to complete the review before it automatically revoked on the date that was two years after the last date on which the bylaw should have been reviewed. This meant that the current bylaw was operationally only valid until 30 September 2025. The changes proposed in the draft Alcohol Control Bylaw 2025 were minor, as they did not impact the existing rights or interests of any person to whom the bylaw applied.

Mayor Gordon enquired if the Waimakariri District Licensing Committee was consulted on the changes proposed in the draft Alcohol Control Bylaw 2025. N Thenuwara noted that the Council and Community Boards were consulted on the draft Alcohol Control Bylaw 2025. However, the Waimakariri District Licensing Committee was not consulted as it would be considered a conflict of interest.

Councillor Cairns questioned why alcohol bans for Karaki Beach, Pegasus, and Ravenswood were not included in the draft Alcohol Control Bylaw 2025. N Thenuwara advised that three requests were received for alcohol bans in the Pegasus Town Centre. However, the residents who requested that ban could not provide evidence in support of the ban. The New Zealand Police reported that approximately 115 alcohol-related anti-social incidents occur annually in Pegasus. Nevertheless, the New Zealand Police did not believe this was sufficient to warrant an alcohol ban.

Councillor Cairns noted that there seemed to be a 'line in the sand' indicating the no-alcohol area in the beach settlements. He enquired if the line would be marked with signage to advise the public of the boundary. S Hart advised that signage could be installed as part of the implementation of the Bylaws if required by the Council.

Councillor Fulton observed that the Ashley Gorge Camping Ground Caretaker seemed to have the authority to ban alcohol from designated campsites and buildings. He sought clarification on why only this Ground Caretaker had been delegated this authority. S Hart explained that the delegated authority only applied from 7pm on 31 December to 3am on 1 January, if required.

Deputy Mayor Atkinson questioned the alcohol ban at the Ashley Gorge Camping Ground, especially given the many functions being held there. S Hart noted that the alcohol ban only applied to the Ashley Gorge Reserve and not the Camping Ground.

Moved: Mayor Gordon

Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** Report No. 250212022367.
- (b) **Notes** that the review results confirmed that the Alcohol Control Bylaw is the most appropriate tool available for the Council to regulate alcohol-related crimes in public places in the Waimakariri District.
- (c) **Approves** the Statement of Proposal, Section 155 Report and Draft Alcohol Control Bylaw 2025 for public consultation, to occur between April and May 2025.
- (d) **Notes** that the Draft Alcohol Control Bylaw 2025 has been informed by an analysis of data on alcohol-related crimes in public places and stakeholder consultation, including the Management Team and Community Boards.
- (e) **Appoints** the Alcohol Control Bylaw 2025 Hearing Panel, consisting of three Councillors, R Brine, B Cairns and J Goldsworthy, to hear submissions on the proposal in May 2025 and to recommend decisions to the Council meeting in August 2025.
- (f) **Nominates** the General Manager, Strategy, Engagement, and Economic Development to approve any minor edits to the Statement of Proposal and Draft Alcohol Control Bylaw 2025 as required prior to the formal public consultation.
- (g) **Notes** that the final Alcohol Control Bylaw 2025, based on comments received during consultation, will be presented to the Council for adoption in June/July 2025.
- (h) **Circulate** this report to Community Boards for their information.

CARRIED

Deputy Mayor Atkinson and Councillor Redmond abstained

7.6 Electoral Candidate Order on Local Body Election Voting Papers – S Nichols
(Governance Manager)

S Nichols took the report as read, and there were no questions for elected members.

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 250224029993.
- (b) **Approve**, under Regulation 31 of the Local Electoral Regulations 2001, that the names of candidates at the 2025 and 2028 triennial elections and any subsequent by-elections be arranged in random order.
- (c) **Circulates** a copy of this report to the Community Boards for information.

CARRIED

Councillor Redmond supported the motion, as listing the candidate names on voting documents in random order continued the current practice.

7.7 Elected Member Conference Policy and Conference – S Nichols (Governance Manager)

S Nichols took to the report as read.

Mayor Gordon suggested that the Elected Member Conference Policy should allow the Mayor and the Chief Executive to approve additional members to attend conferences if necessary. S Nichols undertook to amend the policy accordingly.

Councillor Fulton questioned if elected members could attend a portion of a conference. Mayor Gordon advised that the Council incurs costs to enable elected members to attend conferences, and they were thus expected to attend the entire conference.

Moved: Mayor Gordon

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 250227032189.
- (b) **Approves** amendments to the Elected Member Conference and Training Course Attendance Policy (Trim 230126009764).
- (c) **Approves** Deputy Mayor Atkinson and Councillors B Cairns, T Fulton, N Mealings, P Redmond and J Ward attending the Local Government New Zealand Zone 5/6 Conference on 10 and 11 April 2025 in Christchurch, accompanying the Mayor.
- (d) **Notes** a verbal report from attendees will be provided to a future workshop to discuss information and opportunities learnt from the attendance.
- (e) **Notes** a report on the Local Government New Zealand National Conference attendance will be presented in May 2025 for Council consideration.

CARRIED

Mayor Gordon believed there was value for elected members attending conferences for training, networking and awareness, however, the Council needed to be mindful of cost. Local Government New Zealand (LGNZ) Conferences usually had interesting speakers, such as the Minister of Local Government and Australian Local Government representatives. Mayor Gordon noted that as Zone 5 Chair, he was organising the LGNZ Zone 5/6 Conference, which would include many exciting speakers. The LGNZ Zone 5/6 Conference was expected to be well attended.

Councillor Mealings supported the motion, as it was necessary to network with elected members from other councils to discuss shared challenges, opportunities, and possible solutions.

Councillor Redmond also supported the motion, as he considered attending conferences part of his role as an elected member. He found the experience invaluable and worthwhile. He encouraged elected members to use conferences as an opportunity to build networks with colleagues from other councils.

In his right of replay, Mayor Gordon noted that conferences and similar events allowed elected members to discuss various concerns directly with other Councillors, Ministers, and Central Government officials.

8. MATTER REFERRED FROM THE UTILITIES AND ROADING COMMITTEE

8.1 Rangiora Stormwater Management Plan 2025-2040 Draft for Approval – S Allen (Water Environment Advisor)

K Simpson presented the report, which sought approval to submit the Rangiora Stormwater Management Plan (SMP) 2025/40 to Environment Canterbury. The preparation and implementation of an SMP were a requirement of the Rangiora Stormwater Network Discharge Consent. The SMP would be updated every three to five years and set out how the Council would achieve compliance with the Land and Water Regional Plan and the consent objectives by 2040.

Deputy Mayor Atkinson suggested that the Rangiora Stormwater Management Plan 2025-2040 be submitted to the Kaiapoi-Tuahiwi Community Board for information, given that most of Rangiora's stormwater flowed into the Kaiapoi River. K Simpson undertook to circulate the Plan to the Kaiapoi-Tuahiwi Community Board for information.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Redmond

THAT the Council

- (a) **Approves** the Rangiora Stormwater Management Plan 2025-2040 to be submitted to Environment Canterbury.
- (b) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board for information.

CARRIED

Councillor Redmond endorsed the motion, commending staff on the comprehensive report.

Mayor Gordon supported the motion, as he felt that the Kaiapoi-Tuahiwi Community Board should be informed of the Council's plan to deal with stormwater from Rangiora.

Councillor Fulton also supported the motion, noting that this could be an opportunity for the Council to liaise with rural catchment and community groups about stormwater management.

9. HEALTH, SAFETY AND WELLBEING

9.1 Health, Safety and Wellbeing Report January 2025 to Current - J Millward (Chief Executive)

J Millward took the report as read; however, he expressed concern about the increase in adverse interactions with members of the public in Aquatic Facilities, Libraries, and the field. The majority of these interactions were reported to the New Zealand Police.

There were no questions from elected members.

Moved: Mayor Gordon

Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** Report No 250218026373.
- (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

Mayor Gordon stressed that antisocial behaviour aimed at staff and elected members was utterly unacceptable and would not be tolerated. Staff need to be respected while doing their job and not placed at risk. The Council has consistently raised its concern about the increase in antisocial behaviour nationally. Unfortunately, certain behaviours were undesirable and unacceptable.

10. COMMUNITY BOARD MINUTES FOR INFORMATION

10.1 Minutes of the Oxford-Ohoka Community Board meeting 5 February 2025

10.2 Minutes of the Woodend-Sefton Community Board meeting of 10 February 2025

Moved: Councillor Mealings

Seconded: Councillor Blackie

THAT the Council

- (a) **Receives** Items 10.1 and 10.2 for information.

CARRIED

11. MAYORS DIARY - 26 JANUARY 2025 TO 23 FEBRUARY 2025

Moved: Deputy Mayor Atkinson

Seconded: Councillor Cairns

THAT the Council

- (a) **Receives** Report No. 250227032968.

CARRIED

12. COUNCIL PORTFOLIO UPDATES

12.1 Iwi Relationships – Mayor Dan Gordon

No discussion emanated on this matter.

12.2 Greater Christchurch Partnership Update – Mayor Dan Gordon

Mayor Gordon advised that the next Greater Christchurch Partnership meeting would be held on Friday, 7 March 2025.

12.3 Government Reforms – Mayor Dan Gordon

Mayor Gordon advised that Government reforms seemed to be continuing. The Council would consult residents on Water Done Well as part of the draft 2025/26 Annual Plan. It was mentioned that the central government would be reviewing Development Contributions.

12.4 Canterbury Water Management Strategy – Councillor Tim Fulton

Councillor Fulton noted that the Canterbury Water Management Strategy Water Zone Committee (CWMS) received a report on the CWMS Review 2024. A working group of nominated Canterbury Mayors and Mana Whenua representatives workshoped the principles, functions, engagement, and models to achieve these principles and functions. It was agreed that while the CWMS's underlying vision and principles remained sound, the CWMS committees, as consistent regional structures, were no longer fit for purpose and should be replaced.

12.5 Climate Change and Sustainability – Councillor Niki Mealings

Councillor Mealings highlighted the following:

- Staff were currently assessing the remainder of the Council's infrastructure (excluding Water Done Well) and would be collating Asset Management Plans.
- The Council's Resilience Explorer portal was up and running. The information captured on the Resilience Explorer would assist the Council in better managing its resources during natural disasters.
- The Our Future Coastal Project's report on Shallow Groundwater has been completed and would be presented to staff on 13 March 2025.

12.6 International Relationships – Deputy Mayor Neville Atkinson

The Council would be advised shortly on the proposed ANZAC Day 2025 arrangements. He recently met with a delegation from Honiara, Solomon Islands, seeking assistance in establishing best governance practices for their Council.

12.7 Property and Housing – Deputy Mayor Neville Atkinson

No discussion emanated on this matter.

13. QUESTIONS

Nil.

14. URGENT GENERAL BUSINESS

Nil.

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:

Moved: Councillor Brine

Seconded: Councillor Ward

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

- 15.1 Confirmation of Public Excluded Minutes of Council meeting of 3 December 2024
- 15.2 Murphy Park Kaiapoi River Access – Pontoon Procurement
- 15.3 Rangiora Airfield - New Lease Agreements
- 15.4 North Canterbury South Link Health Facility Loan Funding

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-
MINUTES			
15.1	Confirmation of Public Excluded Minutes of Council meeting of 4 February 2025	Good reason to withhold exists under section 7	To protect the privacy of a natural person, including that of deceased natural persons, and to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Sections 7(2) (a) and (i).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
REPORTS			
15.2	Murphy Park Kaiapoi River Access – Pontoon Procurement	Good reason to withhold exists under section 7	Section 7(i) of the Local Government Official Information and Meetings Act; “enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);”
15.3	Rangiora Airfield - New Lease Agreements	Good reason to withhold exists under section 7	To protect the privacy of natural persons and information where making available the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information; and, 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) (a, b(II), h, i & j).
15.4	North Canterbury South Link Health Facility Loan Funding	Good reason to withhold exists under section 7	To maintain legal professional privilege and to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) as per LGOIMA Section 7 (2) (g) and (i)

CARRIED

CLOSED MEETING

The public excluded portion of the meeting was held from 9.30am to 11am and 1.30pm to 2.35pm.

Resolution to resume in Open Meeting

Moved: Mayor Gordon

Seconded: Deputy Mayor Atkinson

THAT the Council

- (a) **Approved** the open meeting resuming, and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED**OPEN MEETING****15.3 Murphy Park Kaiapoi River Access – Pontoon Procurement – I Clark (Project Manager)**

Moved: Councillor Blackie

Seconded: Councillor Cairns

THAT the Council:

- (a) **Receives** Report No. 250214023927.
- (b) **Approves** Option One of this report to award engagement to the identified supplier, Woody B Ltd, for the provision of design and construction of a pontoon at Murphy Park. This option is recommended as the contractor is contributing a dollar value to the project.
- (c) **Approves** the terms of the proposed Memorandum of Agreement with Woody B Ltd.
- (d) **Delegates** to the Chief Executive to finalise Memorandum of Agreement negotiations with Woody B Ltd and enter into the Agreement on behalf of Council.
- (e) **Notes** Payment of the pontoon construction will pay the Council contribution in accordance with the Council's payment terms, following the invoice of works completed and will be capped to a total budget of \$100,000 (ex GST). This expenditure is already accounted for within the Kaiapoi Riverbanks Rowing Precinct 100275.000.5224. This report does not seek any additional funds.
- (f) **Notes** that the pontoon would be a public facility for use by rowing clubs, schools, other community groups, and the public who use the area.
- (g) **Notes** that it is considered unlikely that other contractors would be able to provide the same degree of value in this instance.
- (h) **Circulates** the report to the Kaiapoi-Tuahiwi Community Board for their information.
- (i) **Circulates** the report to the Community and Recreation Committee for their information.
- (j) **Resolves** that the recommendations in this report be made publicly available but that the contents remain public excluded as there is good reason to withhold in accordance with Section 7 (2)(i) of the Local Government Official Information and Meetings Act; enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

CARRIED

15.5 **North Canterbury South Link Health Facility Loan Funding** - J Millward (Chief Executive)

Moved: Deputy Mayor Atkinson

Seconded: Councillor Ward

THAT the Council:

- (j) **Resolves** that the report, attachments, discussion and minutes remain public excluded, with the exception of the approval of an agreement of a loan in principal to be provided to South Link Health for the purpose of building an urgent care extended hours facility, for reasons of 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)(g) and (i).

CARRIED

16. **NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 1 April 2025, commencing at 9am to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 2.45pm.

CONFIRMED

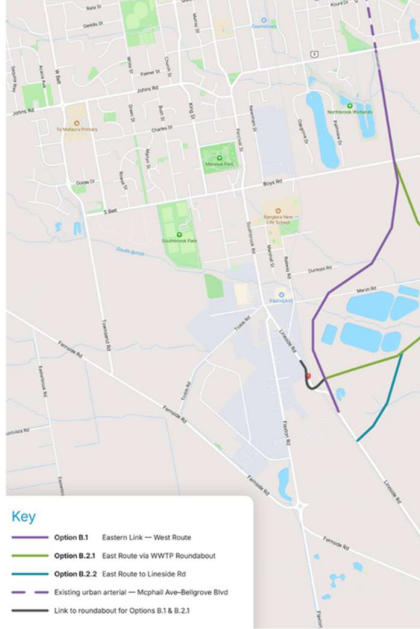
Chairperson
Mayor Dan Gordon

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-123-08 / 250319046056**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Rob Kerr, REL Programme Manager
Joanne McBride, Roding and Transport Manager**SUBJECT:** Rangiora Eastern Link: Decision on preferred route**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
pp Chief Executive**1. SUMMARY**

- 1.1. This report seeks Council approval for the preferred route of the Rangiora Eastern Link (REL).
- 1.2. The proposed arterial route has been planned since the 2001 Rangiora Transport Study and included in key planning documents such as the Canterbury Regional Land Transport Plan, Long Term Plan, and Proposed District Plan.
- 1.3. The attached Strategic and Economic Cases support this decision and will inform the request for co-funding from the National Land Transport Programme. The key transport challenges identified include:
 - 1.3.1. Severe congestion due to growing traffic volumes.
 - 1.3.2. Insufficient transport links for new growth areas, and
 - 1.3.3. Increased travel volumes increasing safety risks.
- 1.4. Addressing these issues will improve travel times, reliability, safety, and support economic growth. The Economic Case assesses options to achieve these benefits. The analysis considers various solutions, concluding that expanding transport capacity is necessary. A shortlist of routes has been developed.
- 1.5. Elected members and community stakeholders provided feedback on the shortlist of options, summarised in the report. Input from affected landowners was also sought and correspondence is appended to this report. A cross-agency group, including Council, NZ Transport Agency, and Ngāi Tūāhuriri representatives¹, assessed the shortlisted options against investment objectives and key criteria and this has led to this recommendation.
- 1.6. The assessment supports adopting the designated route west of the Wastewater Treatment Plant (WWTP) but notes that all three shortlisted eastern options also achieve investment goals. Key findings include:

¹ Mandated staff from Whitiara on behalf of Te Runanga o Ngāi Tūāhuriri

- 1.6.1. All shortlisted options improve congestion and travel reliability.
- 1.6.2. Widening Southbrook Road is the least cost option but has negative impacts, including increased traffic, community severance, and safety risks. It is not recommended.
- 1.6.3. An arterial link to Youngs and Fernside Road was considered but is not recommended due to higher costs and greater impacts on residents and the environment.
- 1.6.4. Eastern link variations show strong economic outcomes with high benefit-cost ratios.
- 1.6.5. Option B.2.1 has partial landowner support but also some opposition
- 1.6.6. Eastern routes (B.2.1, B.2.2) avoid creation of residual triangular land parcels on the north side of Marsh Road.
- 1.6.7. The Lineside Road connection (B.2.2) is rated slightly lower due to impact on a high-value waterway and lack of a level crossing upgrade.
- 1.6.8. The eastern routes (B.2.1, B.2.2) reduce usable WWTP land available for future expansion² by approximately 4ha, while the designated route (B.1) would reduce usable land by approximately 2.5ha.
- 
- The map displays a network of roads and land parcels. A key in the bottom left corner identifies the following:
- Option B.1: Eastern Link - West Route (purple line)
 - Option B.2.1: East Route via WWTP Roundabout (green line)
 - Option B.2.2: East Route to Lineside Rd (blue line)
 - Existing urban arterial - Mighall Ave-Belgrave Blvd (dashed purple line)
 - Link to roundabout for Options B.1 & B.2.1 (black line)
- 1.7. The choice is between the designated west route (B.1), which minimises delivery risks, and the eastern route (B.2.1), which benefits urban form.
- 1.8. If WWTP constraints and landowner impacts are prioritised, the west route (B.1) is preferred. If urban form and development potential are given more weight, the east route (B.2.1) is preferable.
- 1.9. As the designated route is already in the Proposed District Plan, the eastern option would need materially greater benefits to be preferred. Staff conclude that the constraints on WWTP expansion and landowner impacts outweigh the urban benefits of the eastern route. Therefore, the recommended option is B.1 (west of WWTP).
- 1.10. To improve safety and avoid extensive upgrading of Station Road, the concept design is proposed to exclude a westbound connection from REL to Marsh Road.

Attachments:

- i. Multi criteria analysis
- ii. Summary of traffic impacts
- iii. Correspondence from neighbours
- iv. REL Transport Assessment of Options (Trim no. 250319046069)
- ii. REL - Strategic and Economic cases (Trim no. 250319046050)

² For clarity, this is for expansion beyond what is currently required in the next 50 years

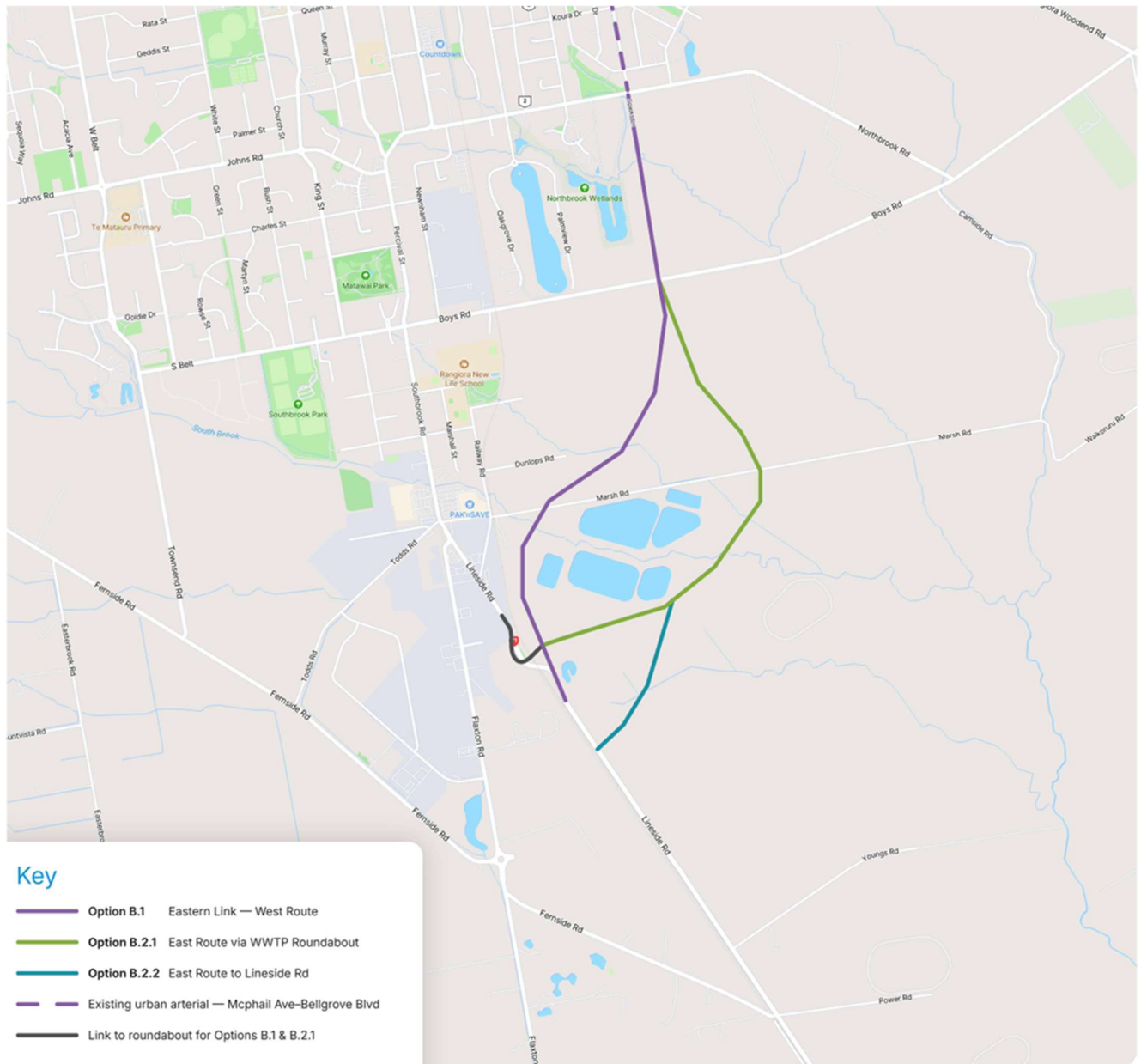
2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 250319046056.
- (b) **Adopts** Option B.1 Rangiora Eastern Link, west of Wastewater Treatment Plant (WWTP) as the preferred route for the Rangiora Eastern Link
- (c) **Agree** that the Concept Design does not include a connection from the REL to Marsh Rd westbound.
- (d) **Endorses** the Rangiora Eastern Link Strategic and Economic Cases. (250319046050)

3. **BACKGROUND**

- 3.1. The Rangiora Transport Study (2001) identified the need to relieve congestion and service growth areas in the future and proposed the Rangiora Eastern Link (REL) and other interventions as a package of measures. A Scheme Assessment Report (2005) advanced investigations of a route for the proposed Rangiora Eastern Link including an initial capital cost estimate.
- 3.2. A series of planning processes, notably the East Rangiora Structure Plan and subsequent Outline Development plans each show the REL as fundamental to the development of east Rangiora.
- 3.3. A Notice of Requirement (2021) was prepared for the Proposed Waimakariri District Plan to establish a Designation for the land required for a route west of the Wastewater Treatment Plant. A range of technical studies were completed to address potential areas of risk and environmental impact to support the Notice of Requirement.
- 3.4. Development Contributions were agreed with the developers Bellgrove through a Private Development Agreement, and these are now reflected in the Development Contributions Policy, with growth to fund 50% of the \$35 million cost estimate. Parts of the Rangiora Eastern Link north of Northbrook Road have already been constructed (or will be constructed) through agreement with developers as part of the subdivision process for residential land.
- 3.5. While the project was not included in the 2024-27 National Land Transport Plan, co-funding for the Business Case and Concept Design was confirmed by NZ Transport Agency in December 2024.



Understanding different viewpoints

- 4.3. A drop-in session with Elected Members was held on 19th February. There was a range of views expressed at the session and written feedback received from nine members only.
- 4.4. Of those who provide written feedback, there was support for route REL directly to Lineside Road as well as the other REL options, with no support for four laning Southbrook Road. This is summarised in the table below:

		Preferred	Support also	Oppose	Comment
A	Four laning Southbrook Rd				
B.1	REL, west of WWTP	2		1	Expected by community
B.2.1	REL, east of WWTP	2	2	1	
B.2.2	REL directly to Lineside Rd	4	1		Lowest cost
Alt option	REL to Fernside Rd	1	3		Resolve issue at Fernside Rd also

4.5. Feedback from immediate neighbours is varied and written correspondence has been received from several, and these are appended to this report.

4.5.1. The response from the neighbours along the southern boundary of the Wastewater Treatment Plant is varied, with three either supporting or not opposing all the routes (REL east or west of the plant), with one opposed to the REL routes east of the WWTP routes (B.2.1 and B.2.2) which would bring the road nearer to their property.

4.5.2. One owner prefers the routes which are further away, for example Option B.2.1 or a more eastern route again but accepts the closer option subject to mitigation of safety and access for their property.

4.5.3. The Spark family, as landowners to the north of Marsh Road and to the east of the Wastewater Treatment Plant, support the REL east of the WWTP options, and their email is attached which sets out their reasons. This less impact on the farming operation and avoiding creation of triangular shaped land parcels as well as a more welcoming entrance centred around the values of the Southbrook and Middlebrook Streams.

4.5.4. The owners of the land that would be bisected by the REL directly to Lineside Road has stated that the farming may not be viable in the medium term and encourages Council to take a long-term view on the options.

4.6. It is noted that an arterial link to Youngs and Fernside Road was considered in the long list and could assist in resolving the known safety issue at Fernside Rd, however is not recommended due to the materially increased cost, lower benefit cost ratio and high impact on private property and people living in the area.

4.7. The impact of this longer alternate route would mean that land acquisition and consenting of the project is likely to be difficult, particularly as there are viable and effective alternatives that do not result in the same level of impact.

4.8. To support Council in their decision making, a cross-agency group of senior staff from Council, NZTA and Whitiara (on behalf of Ngāi Tūāhuriri) assessed the short-listed options against a series of criteria ranging from the investment objectives, key success factors, risk, cost as well as economic metrics including the benefit cost ratio. This is summarised in the following paragraphs with the detailed multi-criteria analysis included as an attachment.

Consideration of four laning of Southbrook Road

- 4.9. Option A: Four laning of Southbrook Rd is physically possible and would be able to be achieved within the existing road reserve. To assist understanding, this is similar to the design of Curletts Road in West Christchurch.
- 4.10. However, it does not deliver the full range of benefits and would result in increased severance, poor outcomes for cyclists, reduced accessibility for business and residents accessing the corridor, and heightened risk for pedestrians, and particularly children crossing the road.
- 4.11. Despite Option A being the lowest cost option (\$21 Million), it has a much lower benefit cost ratio (2.0) than the other options and hence is not considered to provide the value for money that investment in the REL would provide.
- 4.12. On that basis, it is recommended that this option is not considered further, and the remainder of this discussion focuses on the three shortlisted variations of the REL.

How well does each option achieve the objectives of relieving congestion, serving growth and improving safety

- 4.13. A Transport Assessment with associated traffic modelling has been prepared for the project. This is included as the attachments along with a summary plan of the modelling outcomes.
- 4.14. The analysis found that the Rangiora Eastern Link:
 - Supports the growth of up to 5,000 new homes in East Rangiora
 - Provides 3-4 minutes in lower travel time from East Rangiora (300-400 hours each day)
 - Saves approximately 7,000 kilometres per day (VKT) in driving distance, leading to consequent sustainability benefits.
 - Reduces the traffic volume across Lineside Road level crossing down from 17,600 vpd (vehicles per day) to 11,000 to 14,000 per day (depending on the option)
 - Limits traffic volume to 19,200 vpd on Lineside Road instead of 23,000 vpd today.
 - And maintains a population of approximately 40,000 people within 10 minutes' drive of Southbrook and its employment and retail opportunities.
- 4.15. In summary, the analysis found that each of the shortlisted options provides good benefits in terms of travel time and reliability with some relatively minor variation in resulting traffic volumes and intersection delays.
- 4.16. As such, the decision on which route to progress should be based on the ability to deliver the project and the impact of each option.

Is the project likely to be funded and delivered?

- 4.17. Any project needs to be (1) affordable, (2) provide value for money, and (3) be able to be delivered. These are the critical success factors.
- 4.18. The three shortlisted REL options each have similar and very promising benefit cost ratios and total forecast costs and hence can be considered to provide value for money. Further, because they are similar to the current budget and 50% of funding is likely to come from

development contributions, they each provide excellent value for money for public investment (ratepayer and taxpayer) and so are considered affordable.

- 4.19. In terms of risks to delivery, a key difference between the two shortlisted REL options to the east of the WWTP and the route to the west of the plant (along the designation in the proposed district plan) is the effect on people and property and related risk to delivery of the project.
- 4.19.1. Whereas the route west of WWTP is distant from residential property and primarily passes through land owned by the Council or the Spark Family (with land proposed for rezoning), the two routes east of the WWTP pass immediately adjacent to several existing residential properties and, in the case of the route directly to Lineside Road, requires acquisition of private land that has not previously been identified.
- 4.19.2. As noted above, one landowner opposes the route east of the WWTP, while all landowners are comfortable or do not oppose the route west of the WWTP. The Spark Family prefer the route east of the WWTP and the landowner affected by the route directly to Lineside Road may be a willing seller and does not see farming the land as viable in the long term.
- 4.19.3. If Option B.1 west of the WWTP is preferred, which follows the designation in the proposed District Plan, limited resource consents³ are required, there is some distance to neighbours and land acquisition is more assured.
- 4.19.4. Conversely, a full consenting⁴ and land acquisition process will need to be advanced for work outside the designation. Further, the two routes east of the WWTP pass close to existing homes and (for option B.2.2) require land acquisition on land not previously identified.
- 4.19.5. In other projects, this would be expected to raise the risk of drawn-out consenting and land acquisition processes that may not be successful due to the impact on neighbours and property owners. However, in this case, the feedback from neighbours indicates that there is support for all routes from most landowners, with one opposing.

Is there a difference in terms of impacts or opportunities?

- 4.20. The environmental impact and the impact on Te Ao Maori are similar across Options B.1 West of WWTP and B.2.1 East of WWTP, with only the option B.2.2 (direct to Lineside Road) being scored lower due to crossing an additional high value waterway⁵.
- 4.21. Option B.2.2 Direct to Lineside Rd has a slightly lower safety score due to maintaining, rather than upgrading, the existing level crossing.
- 4.22. As noted above, there is impact on the neighbours of the eastern routes due to the proximity to homes, albeit that this is moderated somewhat by the support of some of these neighbours.
- 4.23. The two variations of eastern link that pass to the east of the Wastewater Treatment Plant would avoid creating triangular shaped parcels adjacent to Marsh Road (noting that land

³ An Outline Plan will need to be prepared and submitted, however provided that the proposal aligns with the notice of requirement then this is unlikely to be declined. Some consents may be required for the length of new road south of the dual roundabout (Lineside/Southbrook)

⁴ Note that the project was not accepted to be included in Schedule 2 of the Fast Track Approvals ACT.

⁵ South-Southbrook Stream

use is constrained due to proximity to the wastewater plant) and perhaps better support any future urban expansion to the east beyond the proposed district plan horizon.

- 4.24. Finally, a key consideration is that the routes both east and west of the Wastewater Treatment would each impact operations and constrain the ability of the wastewater plant to be extended.
 - 4.24.1. The cost of relocating the operations yards, including the civil defence and animal shelter, has been allowed for in the cost estimates for the route west of the Wastewater Treatment Plant and a re-configuration of the area would bring benefits.
 - 4.24.2. The potential constraint on future expansion of the wastewater plant beyond the current 50 year planning horizon created by a route east of the wastewater treatment plant may be material as it would reduce the useful land available for expansion by 4ha.
 - 4.24.3. While the loss of useful land by the route west of the wastewater treatment plant would be approximately 2.5ha, however this shape is long and narrower, being located alongside the railway line.

Staff Recommendation

- 4.25. It is fair to conclude that there are not compelling reasons to prefer one shortlisted route option for the Rangiora Eastern Link over another. They each will deliver the transport benefits, provide value for money and are similar in cost. However, there are differences between each option with pro's and con's which should be considered.
- 4.26. The two options which avoid crossing the South-Southbrook Stream to link directly to Lineside Road are preferred as they lead to an upgraded level crossing, reduce impacts on both the environment and Te Ao Maori, and avoid the need to acquire and sever a large farm paddock.
- 4.27. The two remaining route options - east or west of the wastewater plant - can be distinguished by their respective benefits and impacts. The eastern route offers advantages for urban form by avoiding residual triangular shaped land parcels north of Marsh Road, while the western (designated) route has a lower impact on the future expansion of the Wastewater Treatment Plant and presents a lower risk to project delivery.
 - 4.27.1. As the potential constraint on expansion of the Wastewater Treatment Plant, impact on residential properties south of the wastewater plant, and the associated risk to obtaining consents, is considered a higher priority, then Option B.1 (West of WWTP) is the recommended option.
 - 4.27.2. If benefits to urban form and future industrial development scenarios were given greater weight, then Option B.2.1 (East of WWTP) could be considered.
- 4.28. Given that the designated route is included in the Proposed District Plan, staff suggest that the benefits of the eastern route would need to significantly outweigh those of the designated route to justify a change in preference. While the eastern route does provide tangible benefits to urban form by avoiding creating triangular shaped parcels, staff do not consider these benefits sufficient to override concerns related to impacts on future expansion of the Wastewater Treatment Plant, people, property, and project delivery risk.
- 4.29. Therefore, staff recommend Option B.1 (REL west of the WWTP, designated route) as the preferred option.

Connection to Marsh Road

- 4.30. A consideration regardless of which option to be progressed, is that an intersection of Marsh Rd and the REL would create a new route to Pak'nSave and Southbrook Road, that would create safety issues. The rail crossing at Marsh Road is already a sub-standard rail crossing with a very poor safety record and the dramatic increase in traffic (6,000 vpd) would require significant investment to upgrade this level crossing, as well as re-configuration of Station Rd and a new signalised intersection at Southbrook Road.
- 4.31. The cost of this work would be significant but would bring marginal benefit over the route created by the REL. As such, staff recommend that the Concept Design is prepared on the basis that there is no westbound connection from the REL onto Marsh Road.
- 4.32. For the avoidance of doubt, there would be an eastern connection (towards the Cam River and Tuahiwi). Access to the Wastewater Treatment Plant and other neighbouring properties would remain via Marsh Rd (west) from Station Road as currently. Those wishing to travel towards Rangiora would use the Rangiora Eastern Link and access Southbrook via the roundabout at the southern end of the new road link.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. In particular, some route options have a greater impact on individual residents and their property than others, while the benefits of the REL for the overall community are material.

- 4.33. 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.

Whitiora, on behalf of Ngāi Tūāhuriri, have participated in the assessment of these options that have led to this advice. They support the recommendation in this report noting that they do not have a preference between the routes to the west or east of the wastewater plant (options B.1 and B.2.1).

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. NZTA have participated in the workshops that have led to this advice and are co-funding the project.

There is a financial interest for the developers in East Rangiora and the wider district, and this is reflected in the development contributions levied for the 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 as the benefits of the project extend

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**


6.1. **Financial Implications**

The current schedule of Development Contributions shows two DC's levied for the REL:

- A DC of \$3,352 /lot + GST on all new lots created in the Outer East Rangiora development area, and
- A further DC of \$1,942.01/lot + GST on all new lots created in the District.

These contributions are forecast to fund 50% of the \$35 million estimated project cost. The balance of the 50% is anticipated to be co-funded (51%) by the National Land Transport Plan, noting that this is subject to decisions in 2027.

In the Long Term Plan, the Rates funded portion (LoS) is forecast at \$8.58 Million and included for construction in FY28 and FY29.

Capital Cost		\$35 M	
Less Development Contributions	District Wide	\$8.76 M	25% 4950@ \$1942/lot
	East Rangiora	\$8.76 M	25% 2614@ \$3352/lot
Residual Cost of project		\$17.5 M	
			
Local share (LOS rates)	49%	\$8.58M	
NLTP share	51%	\$8.92M	

6.2. **Sustainability and Climate Change Impacts**

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

- Reduction in 7,000 kilometres travelled per day (VKT), leading to reductions in carbon emissions,
- Travel time reliability will increase the attractiveness of public transport,
- An alternative public transport route, and
- strengthen active transport connection through the east of the town.

6.3 **Risk Management**

There are risks arising from the options in this report and these are set out in the main body.

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 Land Transport Management Act, and Local Government Act are relevant in this matter.

7.3. **Consistency with Community Outcomes**

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

The following outcomes are applicable:

Environmental

...that values and restores our environment...

- *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.*

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.*

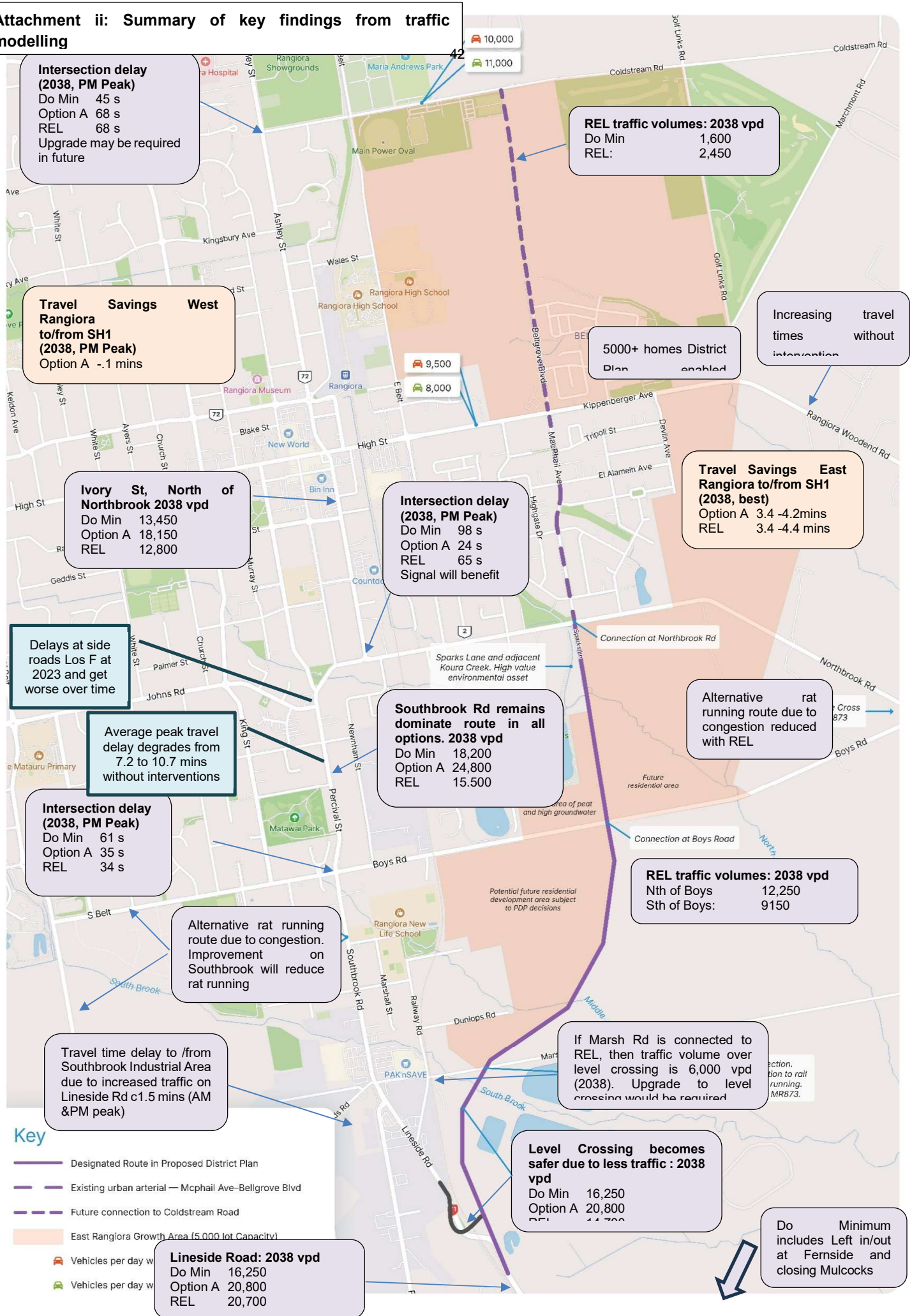
7.4. **Authorising Delegations**

The Council has the authority to receive this report and approve the preferred route of the Rangiora Eastern Link Road.

Attachment i) Multi Criteria Analysis undertaken to support decision making on route of the Rangiora Eastern Link

Type of Criteria	Criteria	Considerations	Option A: Four Laning Southbrook Road	Option B.1 : REL west of WWTP (designated route)	Option B.2.1 REL east of WWTP	Option B.2.2 REL east of WWTP to Lineside Rd
Investment Objectives	Improve accessibility from East Rangiora development area to SH1 by 3 minutes by 2038 (30%)	Measure 1: Travel time improvement from Area of East Rangiora greenfield land to SH1 (Lineside Road) Measure 2: Proportion of population living within 10 mins (am peak) of Southbrook Industrial Area (%) Measure 3: Reduce sideroad delays accessing Southbrook Road (secs)	2	2	2	2
	Reduce am peak travel time between Lineside and Northbrook Road by 40% by 2038 (55%)	Measure 1 Proportion of population within 10 mins of Southbrook Measure 2 Time to travel from Southbrook to Northbrook Road (Mins) Measure 3:Improvement in travel time reliability (comparing peak to inter-peak) (%)	2	2	2	2
	Improve the Infrastructure Risk Rating on strategic roads in South Rangiora to Medium or better by 2038 (15%)	Measure 1: Number of deaths and serious injuries Measure 2: Infrastructure risk rating > medium Measure 3: Ease for locals to cross the road (and access)	-2	2	2	1
Critical success factors	Affordability	Current budget is \$35 million	2	1	1	1
	Deliverability (achievability)	Note advice in slide pack, Consenting, schedule, construction and land acquisition key risks	2	2	0	0
	Value for money	Economic metrics below	1	3	3	3
Opportunities and Impacts	Te ao Māori	Workshop deliberations	-1	-1	-1	-2
	Environment and ecology	Workshop deliberations	-1	-1	-1	-2
	Social and Landscape	Workshop deliberations	-3	1	1	1
	Private Property and immediate neighbours	Workshop deliberations	-3	2	0	-1
Economic indicators	Benefit Cost Ratio	Stantec Economic Assessment	2	4.8	4.3	5.0
	BCR (Govt)	Stantec Economic Assessment	2.2	7.7	6.7	8.0
	Net Present Value (\$millions)	Stantec Economic Assessment	33.6	223.8	194.6	221.2
	First year rate of return	Stantec Economic Assessment	6%	5%	6%	3%
Cost	Capital Cost (P ₅₀ -P ₉₅)	Programme Manager	\$21.5 - \$31M	34.9- 52.4 M	\$35.7 - 53.6M	\$32.9 - 49.4 M
	Public sector cost (P50-P95)	Programme Manager	\$5.4 - \$7.75	\$17.5 - 26.2 M	\$17.9 - 26.8M	\$16.5 - 14.7M

Attachment ii: Summary of key findings from traffic modelling



iii. Correspondence from neighbours

484 Lineside Road

(affected by Option B.2.2 Direct to Lineside Rd)

From email received 13 March 2025



To whom it may concern.

Having met with Rob and Anna last week to view the options for the Rangiora Eastern Link Route. I was invited to write a letter expressing my thoughts. As I said to them short to medium term I didn't see my property as a viable farming option. Rising costs of compliance, rates, power and general expenses is eroding any potential profit margins. So short to medium term I see the property in some sort of housing/ lifestyle development.

How this is affected by the Eastern Link Road is the unknown. Personally I think the council needs to look more into the future rather than short term fixes. Population growth is inevitable for the Rangiora and surrounding district. The roading needs to represent that future outcome. If you have travelled to overseas countries you will understand how poor our roading infrastructure is.

As far as my property is concerned regarding the Eastern Link Route, I ask that thought is given to how this can work in with the best use of the land. And hence not devalue the asset that already exists but add to it.

Regards Richard Smith
12 March 2025

Spark Family
Email received 12 March 2025



Dear Mayor Dan Gordon and Councillors,

Re: Council: Meeting 1 April 2025

We understand that the realignment of the Rangiora East Link Road (REL) will be discussed at the above Council meeting. We would like to make a statement to be noted at the above meeting regarding this matter. Our points are:

Our family owns the land between Spark Lane and Marsh Road including a southern boundary with the Southbrook Stream south of Marsh Road. Over recent years we have had several meetings with WDC staff regarding the pending REL, have been supportive of the concept, and have contributed ideas on alignment with WDC Engineers.

We are in support of the REL as we believe Rangiora needs an alternative entrance from the south. The REL will ease the congestion in Southbrook and also provide Rangiora a prime opportunity to create an aesthetic and welcoming main entrance to the town.

We see the construction of this route as a priority for Rangiora and are keen to continue to work with the Council in order to start construction as soon as possible.

Currently the REL designation south of Boys Road is for the REL to curve in a south west direction and run between the wastewater ponds and the railway before joining up with Lineside Road.

We believe that this original designation is not the best alignment for the REL.

We believe the REL should go to the east of the wastewater ponds. This will;

1. Provide a more convenient boundary line for our remaining dairy farm land. The original alignment would create a triangle south west corner boundary to the farm which will be inefficient to farm and require a new bridge over the Middlebrook Stream.

Alternatively, if the REL travels relatively straight from Boys to Marsh Road, and east of the wastewater ponds as we suggest, although heavily impacted, it leaves our farm with a straighter and more functional boundary.

2. Provide superior future opportunity for land development to the east and west of the REL. We understand that the medium to long term growth modelling for Rangiora and the Waimakariri District predicts future eastern growth between Rangiora and Woodend/Ravenswood. We believe the alignment of the REL needs to take a long term view, as the REL will be critical to facilitate future growth to the east of Rangiora.

3. The area between the Southbrook and Middlebrook Streams provides a great opportunity for biodiversity, recreation such as walkways and dog park, as well as an aesthetic and welcoming entrance into Rangiora. We believe the REL alignment east of the wastewater ponds provides a great opportunity for the town to be able to enhance these two lowland, spring fed waterways and create a very appealing entrance to Rangiora.

4. There is a considerable amount of WDC infrastructure either on, under, or adjacent to the original designation between the wastewater ponds and railway line. If the REL goes east of the wastewater ponds as we suggest, the WDC infrastructure should not be affected.

5. Alignment of the REL to the east of the wastewater ponds will create a more functional shaped area of potential Light Industrial zoned land between the wastewater ponds and our proposed future residential development further north.

Summary

Thank you for the opportunity to share our views on the future alignment for the REL. The REL is an exciting project for Rangiora and we believe the REL alignment on the eastern side of the wastewater ponds is in the best long term interests of the district.

Yours sincerely

Richard and Geoff Spark
Spark Bros Ltd

SJ & CE Hannah feedback on REL Project
570 Lineside Road
 Received 17 March 2025



We would like to submit the following feedback in relation to the Rangiora Eastern Link (REL) Project. We thank Rob Kerr and the Waimakariri District Council for the opportunity to meet with them on the evening of Monday 3rd March 2025 to be advised of the proposal. Given the very short (2 week) time allowed for us to provide our feedback on the project proposal, this feedback is not as comprehensive as we would have liked it to be.

Our comments on some of the options proposed:

Long term, we believe that option C would be the most effective in servicing the needs of the residential spread to the Northeast of Rangiora, however we note that this is not included in the shortlist of options proposed. Our reason for this is covered below under General comments.

Financially it appears that Option A would be the most cost-effective solution, however we note and agree with the comments made about the potential opposition to this from land owners making it prohibitive and also do not believe that long-term, this would be the best solution as it would simply “move the problem” (the congestion) further up the road.

Option B.2.1 we believe to be a suitable option and would not have a significant impact on ourselves or our property, we would support this as an option, however we understand and agree that there is the potential for opposition from other affected landowners which may exclude this.

We see that option B.1 appears to be the preferred route and offers the “path of least resistance” to resolve the congestion issues faced by Southbrook.

As an affected party to this option, we agree that this is beneficial and have, since purchasing our property in 2007 known that this project was in the planning and at least part of the reason that Waimakariri District Council retained a parcel of land from the front of our property during the sale to us (having originally purchased this property some time prior with this plan in mind).

As an affected party, we submit the following feedback, comments and questions for consideration and are open to working with Waimakariri District Council on ways to mitigate our concerns, in order for this project to be successful;

The safety and visibility of entering and exiting our property will be negatively affected by this plan.

Currently (especially with the NZTA beautification planting outside our property) visibility of traffic approaching our driveway from the right (Rangiora side) is already problematic and dangerous. Vehicles approaching our driveway are often travelling at speed (the current speed limit being 100kmph). Initial approaches to NZTA regarding these safety concerns were left unanswered, and we have adapted to the situation over time.

Vehicles typically accelerate heavily after exiting the rail crossing bend, often encroaching the road shoulder, meaning that we can not wait very close to that line in order to get the best visibility.

At this point, we have a restricted view of vehicles entering the rail crossing and use this to ascertain the best time to exit. This is not always reliable given that some drivers accelerate aggressively on exiting the bend.

We also feel that with the proposed re-routing of the road bending backwards (north) from our driveway, we will be unable to get a clear line of sight to judge oncoming traffic from the right (Rangiora side).

We feel that (regardless of any notified speed restrictions which may be placed on the south side of the proposed round about) vehicles having a “longer run up” will then be passing our driveway at greater

speeds (in both directions) than they are currently. This will make exiting our driveway significantly more dangerous. In addition, when we are towing either a trailer, or our caravan (8.5m in length), this would make exiting our driveway in either direction very unsafe.

Turning LEFT FROM our Driveway

Oftentimes, when exiting our driveway to turn left at the moment, we find that oncoming traffic is approaching faster than expected and have to pull into the narrow shoulder and onto grass verge (avoiding the Green NZTA sign) to wait for the traffic to pass before joining the road.

For traffic travelling towards Rangiora currently, as they pass our driveway “most” are already slowing down in preparation for entering the rail crossing, however with the proposed road, traffic will not be slowing down as the new roundabout is much further away and therefore the higher speed of the vehicles travelling north and south, coupled with the reduced visibility of traffic approaching from the north, will make exiting our driveway to turn right and head into Rangiora incredibly dangerous, especially if we are towing a trailer or caravan.

Turning RIGHT INTO our Driveway

Currently, if we are travelling north, from Kaiapoi and want to turn right to enter our driveway, we are able to see vehicles entering the north side of the railway crossing and judge if it is safe to turn right from the road. In many cases it is not, and rather than pull off to the left (as recommended in the NZ Road Code), as it is difficult due to the yellow sign warning road users of the rail crossing, we will usually continue into Southbrook and use the NPD forecourt to turn around and then approach our driveway again from the north to allow us to safely turn left into it. We are happy with the proposed roundabout offering us the opportunity to use that to complete the manoeuvre instead.

Turning RIGHT FROM our Driveway

However, given the current layout of Lineside Road south of our property, there is no option for us to do the same thing if we are not able to safely turn right from our driveway; there is no option for us to turn left and then safely turn right into either Fernside or Mulcocks road to turn around and then re-join Lineside road from there to travel north (esp. if towing a trailer). This may be included under the SH71 Lineside Safety Upgrade (noted under General comments) however as no detail on this is available, we can not clarify this.

To partially mitigate this, a merge lane could be installed opposite our driveway which may help by allowing us to turn right out of the driveway, enter the merge lane and then wait for a safe gap before joining the north bound traffic.

Turning left INTO our Driveway

Currently, when travelling south from Rangiora and making the turn into our driveway, we indicate that we are turning left as soon as we have passed the driveway for 580 Lineside Road and pull over to part of the shoulder (as long as there are no visible hazards in it from discarded rubbish) and complete the turn. Due to the speed of following traffic, we have had some “near misses” from people nearly “rear-ending” our vehicles as we slow down. If we are towing a trailer or caravan however, this is not possible and we must stay in the lane, whilst indicating and slowing down to be able to safely complete the turn, again this has resulted in several “near misses” from impatient drivers who are unable to pass us due to oncoming traffic.

To mitigate the safety risks of the increased speed of traffic approaching our driveway from the right, we note that there is a proposed MAX 60km sign included as vehicles exit the roundabout travelling south, followed by a MAX 80km sign a few metres before our driveway. However, in reality, many drivers will ignore these and be travelling much faster, **we are not clear what the actual (notified) speed limit of the road will be and would like some clarification on this and would suggest that any increase in speed limit should be on the south side of our driveway.**

Clarification required on the total width of the road

We note that the “blue area” noted on the map (P451A) provided by Robb Kerr, WDC at our initial meeting to discuss this (3-March-25) is significantly narrower as it passes outside our property than it is along the

rest of the proposed road. We have presumed that this “blue area” encompasses the grass verge (road reserve) however Rob was not able to confirm this during our telephone conversation on 14-March-25. We also note that further along the proposed road, on the north side of the roundabout, dimensions for the road including both the blue areas and the active user path are 33.5m, however no similar dimensions are given for the road and the blue area outside of our property, other than showing that the blue area is significantly narrower.

Given that it is a State Highway at the point it passes our driveway, we are interested in understanding the recommended dimensions required under legislation. We have found a document from 2002 online (<https://www.nzta.govt.nz/assets/resources/state-highwaygeometric-design-manual/docs/shgdm-part-6.pdf>) but are unsure if this is the current version.

We would like clarification on what the total width of the road, plus shoulder, gravel, plus verge (road reserve) will be and that this will allow for us to safely enter and exit our driveway whether in a vehicle alone or one towing a trailer or caravan.

Removal of vegetation

To mitigate the visibility risks from the proposed design of the road, we presume from the map provided that the NZTA beatification planting will have to be removed as part of the proposed works (this is on the outside of our property in the current road reserve) which will be welcomed. We also expect that at least some of the shelterbelt on our property, along with some other trees within the council owned part of the property will need to be removed.

However, in doing this, we will then be left with our property being fully exposed to wind (esp. the strong Nor-West winds, remove the shelter from the elements for our stock, remove the noise barrier (noise from vehicles and the trains) along with having no privacy (security issue) for our property and have increased light pollution from vehicles travelling south from the roundabout. Currently the illuminated sign at Morrison’s Car Yard is visible from our outside area at night and the security lights from Carters shine brightly over the area where our shed is.

The vegetation and direction of traffic currently allow us privacy as only brief glimpses of the property are available to vehicles passing by, with the proposed route from the roundabout, full view of the house and sheds will be available for some time during the journey. All of which are significant concerns for us.

These could be mitigated by installing a fence of 6-8ft in height along the boundary of the property on the north and northeast side of the property. Installing any fence would provide a “blank canvas” for “taggers” which is not ideal either. This could be addressed by planting of suitable flaxes or other low maintenance, tall shrubs in front of the fence on the north side which would potentially reduce the risk of tagging long term. However, installing a fence on the west side of the property (where the driveway is) will not fix the issue of visibility and safety issues mentioned previously.

Rob also mentioned about an option maybe to install “earth bunds” (presumably on our property) but without some more discussion, we do not know if this would be a suitable option.

Another option to explore in regard to the safe entry and exit of our property, could be to relocate the driveway entrance to the corner where the driveway for 508 Lineside Road is. We have not explored this in any detail due to the time constraints on providing this feedback.

We do not know what the best solution is for mitigating any of the concerns we have, but are willing to openly discuss options with WDC and would like assurance from WDC that if the proposal B.1 get approval, we will be fully consulted with ample time provided for consideration.

The project will have a negative impact on our right to have “peaceful enjoyment of our property”

As mentioned previously, the relocation of the road to the area northeast of our property boundary will mean that we will have increased road noise, increased light pollution and decreased privacy and security.

Currently on the northeast boundary of our property, there is the driveway to the properties 580,582 etc, and the council storm water facility. Neither of these generate much in the way of noise or light pollution and albeit any vehicles travelling on the driveway have full view of our property, there are not significant numbers of these to cause concern.

As mentioned previously, the illuminated sign at Morrison's Car Yard is visible from our outside area at night and the security lights from Carters shine brightly over the area where our shed is. The proposed road is more in the line of sight with our back garden and therefore the lights from the traffic at night will shine straight through to our entertainment area. This will be more noticeable during the winter months when the deciduous trees drop their leaves.

We anticipate that this along with the noise of the traffic from that direction will also increase and have an impact on our use of our back garden. Currently, the house and garage buildings provide sound-proofing, however there is nothing similar on the north side of the house to offer the same or similar protection.

Privacy and security are also a serious concerns for us, vehicles travelling south from the roundabout will have a full view of our shed and equipment lending us to be more vulnerable to thieves. We have had several incidences over the last few years of unauthorised persons entering our property at various times of the day and night and due to this, we have installed security cameras.

These could be mitigated by installing a fence of 6-8ft in height along the boundary of the property on the north and northeast side of the property along with planting as suggested previously.

General comments and questions

Location of the Toby and Town Supply Water Feed

During the installation of the stormwater facility, something affected our well water supply and we were required to connect to the town supply system. The toby for this is located at the end of the driveway for 508 Lineside Road and the water pipe goes from that point, across our front paddock to the shed where the pump is located. We presume that the location of the pipe was documented by the WDC contractor who undertook this work and that this is attached to our property files as we were not given any documentation.

Moving the Stormwater Facility

The original installation of the stormwater facility meant that the flow of water through our creek has dropped, what impact will there be on the stream flowing through our property as and when this is re-located. We are aware that a contractor was sent some time last year to clear out the stream, will this be something that is repeated if the re-location is going to increase the flow?

Location of the Active Travel Route

The map currently shows the active travel route running alongside the proposed road on the north side of the roundabout, we do not understand why the road reserve verge will not separate active users from vehicle users on the new section of road on the north side of the proposed round about. Two laned roundabout

We note that the proposed roundabout shows that one lane of traffic spits into 2 to go around the roundabout and then remains 2 lanes on the other side, before merging into one lane again. Given the current merging issues found in Southbrook outside Kennards Hire going north and at the Southbrook/Southbelt/Boys Road junction, that consideration will be made on making one lane straight over and the other to turn down into Southbrook, otherwise, we suspect there will be issues.

Location of Power Lines and Poles

There are 2 power poles outside the property's northeast boundary, one in the line of the proposed road and the other on the boundary fence. The one in the line of the proposed road is either the start or end of the line. Has the removal, relocation of these been considered and will this have any impact on our property?

NZTA Lineside Road Safety Upgrade

We remember, some time ago that there was information published on this some years prior and was referred to in this STUFF article (26-June-21)

<https://www.stuff.co.nz/national/125548132/north-canterbury-residents-fed-up-with-lack-ofaction-at-dangerous-intersection>

“About \$16.6 million had been earmarked, with work expected to be finished in 2023-24. The project, which would involve public consultation, would include installing a median barrier along the length of Lineside Rd and investigating ways to make the intersection safer.

The funding had been “endorsed” and was likely to be confirmed in August, she said.”

At our meeting with Rob on 03-March-2025, we asked if this project would be aligning with the above mentioned project in order to future proof and provide consistency, however Rob advised that the above project was not in the current pipeline and may be 20 years before construction.

However the NZTA infographic <https://www.nzta.govt.nz/assets/planning-andinvestment/nltp/2023/regional-summaries/canterbury-map-2023.pdf> shows that SH71 Lineside Road improvements is labelled as “underway”?

We suggest, from a lay-person's perspective that “Option A” noted on the “REL Long List map” in red would appear on the face of it, to solve BOTH the issue with congestion in Southbrook AND the safety issues with Lineside Road.

- iv. REL Transport Assessment of Options
Bound Separately Trim Ref 250319046069

- v. REL – Draft Strategic and Economic Cases
Bound separately Trim Ref 250319046050

Transportation Assessment of Options

Rangiora Eastern Link

Prepared for:
Waimakariri District Council

7 March 2025

Prepared by:
Stantec New Zealand

Project/File:
310206347



Revision Schedule

Revision No.	Date	Description	Prepared by	Quality Reviewer	Independent Reviewer	Project Manager Final Approval
A	7 March 2025	Draft Report	Martin Peat	Chris Rossiter	Sam Rudge	Matt Soper

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Prepared by:

Signature

Printed Name

Reviewed by:

Signature

Printed Name

Approved by:

Signature

Printed Name



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1 Introduction

The Rangiora Eastern Link (REL) is a significant infrastructure project for Waimakariri District Council (WDC), consulted on as part of the Long-Term Plan 2024-34. Stantec was engaged by Council to prepare an options assessment, economic evaluation and transportation analysis to quantify the impact of the project on the transport system. This assessment takes a step back to reassess alternatives and confirm the preferred option from a transport perspective and thereby inform the business case. Strategic options have been developed in collaboration with WDC staff.

1.1 Background

The Rangiora Eastern Link (as well as southern and western routes) were originally proposed in the Rangiora Transport Study (Beca, 2001) and a subsequent Scheme Assessment Report (Opus, 2005) developed alignment options for study and provided preliminary details for the selected alignment.

This early work identified a need to establish connections to the east, south and west which:

- Provide alternative routes into Rangiora
- Reduce congestion on the Rangiora north-to-south strategic route (Ashley Road to Southbrook Road corridor)
- Service the expected household growth to the east and west of the town and, industrial development to the south

“The Outline Development Plan includes provision for significant residential development to the east of Rangiora. This development is likely to put increasing pressure on the Percival Street, Southbrook Road route south. A link from Northbrook Road to Lineside Road is proposed to ease the pressure on the Percival Street, Southbrook Road route.”

 Scheme Assessment Report (Opus 2005)

With the continued growth in Rangiora and in support of the District Plan, Waimakariri District Council has been actively working on this project including the preparation of a Notice of Requirement (NOR) in 2021 for the new road designation. Developer contribution policy advice (WSP, 2022) included traffic modelling of the route designation. Recent work completed in 2024 included intersection modelling and design to determine the location and form of the southern intersection with Lineside Road and the relationship with railway crossing.

The current REL designation in Figure 1-1 is ~3 km new road between Lineside Road and Northbrook Road aligned west of the wastewater treatment plant.

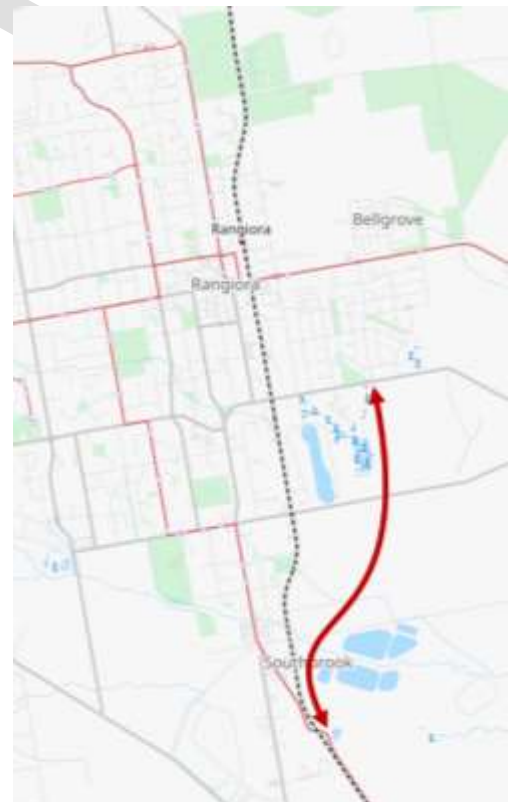


Figure 1-1 Existing REL designation



Figure 1-2 provides local area context of the key roads referenced in this report.



Figure 1-2 Rangiora map identifying key roads references in this report

1.2 Project Description

The proposed project connects Northbrook Road in the north and Lineside Road in the south via a new greenfields road. At the northern end, it connects with new roads through previous and current development areas, which continue across Kippenberger Ave to Coldstream Road at the northeastern edge of Rangiora. Road segments north of Northbrook Road will be built as residential development progresses, connecting the route through to Coldstream Road. At the southern end, a new roundabout is planned to link the new road to Southbrook Road (and the Southbrook Industrial area) to the west and Lineside Road (State Highway 71) to the south.

This new route is expected to reduce congestion through Southbrook, provide an alternative route to State Highway 1, and support the planned housing and business growth to the east of Rangiora.

1.3 Purpose of the Report

This transportation assessment of options for the Rangiora Eastern Link has been prepared to identify and evaluate options and assess their impact on the transport system. This report is provided to support the business case being prepared by Council.



2 Summary of Headline Results

The “headline results” from the analysis are presented within Table 2-1.

Table 2-1 Transport Assessment of Options – Headlines

Capacity/economic prosperity		
Impact on system reliability	Travel time reliability – motor vehicles	Travel time reliability benefits are expected with the reduction in congestion during the peak periods.
	Travel time delay	Delays encountered at key intersections along the Southbrook Road route are reduced by 1.5 to 3.5 min in 2038. Delays also decrease on the minor road (priority) approaches to Southbrook Road.
Impact on network productivity and utilisation	Access to key economic destinations (all modes)	By improving travel time reliability, reducing delays and increasing north-south capacity, the options make it faster and more efficient for goods and people from around Rangiora to reach SH1 and economic hubs in Christchurch City. However, freight from the Southbrook industrial area will face increased travel times to reach SH1 due to the increase in traffic using Lineside Road.
Access/reliability		
Impact on user experience of the transport system	Traffic – throughput	Short list options attract up to +3,000 additional vehicles per day to Lineside Road in 2028, increasing to around +4,500 vehicles per day in 2038. Southbrook Road has a forecast two-way volume of approximately 23,400 vehicles in 2028, increasing to 28,000 vehicles per day with four laning. The eastern link alignment will carry approximately 10,000 vehicles per day. SH71 Lineside Road has a two-way daily volume of approximately 17,000 vehicles which increases to around 20,000 vehicles per day.
	Travel time	Both options will improve travel times by around 1 to 1.5 minutes in the peak direction on Southbrook Road in 2028 and by 1.5 to 3.5 min in 2038. They also enable more traffic to reach Lineside Road meaning travel times increase in the order of 30 to 80 seconds, decreasing the net benefit. For access to eastern Rangiora, travel times to SH1 improve by up to 2.5 minutes with four laning and up to 3.5 minutes with the new road.
Resilience		
Impacts on system vulnerabilities and redundancies	Availability of a viable alternative to a high-risk and high-impact route	Four laning of Southbrook Road provides an extra lane in each direction in the event of an incident on this route. Route resilience is provided by REL as an additional route from the Ashley River to SH71 Lineside Road which detours around the town centre.
Safety		
Impact on social cost of deaths and serious injuries	Crashes by severity Deaths and serious injuries	REL will improve safety in two ways: (1) it will be designed as an arterial road, making travel safer; (2) it will attract traffic away from Southbrook Road, Rangiora-Woodend Road and other local roads, consequently providing a safety benefit on those roads.



3 Growth and Development

Rangiora has a population of about 20,000 and is expected to grow to about 30,000 people by 2048. Future residential growth directions are proposed to the east (predominantly) and west of the current town.



Figure 3-1 Rangiora Residential Growth Areas¹

Greenfield development yields in Rangiora have been sourced from WDC's summary of residential rezoning recommendations². Most of these areas are depicted in the operative Waimakariri District Plan Outline Development Plan (ODP) accompanying Table 3-1. This table includes a breakdown of the planned development and staging agreed with WDC to calculate future year vehicle trip generation in the transport models.

Table 3-1 Eastern development areas and assumed staging as number of lots (by forecast year)



Development Area	2028	2038	2048
School farm	-	-	840
Sparks A	275	550	550
Sparks B	-	480	480
South East Rangiora	-	625	625
South East Rangiora (additional lots)	-	155	155
Belgrove (south)	-	720	720
Belgrove (main)	1040	1300	1300
Small holdings	-	133	265
Golf links	-	357	357
Greg Kelley	-	27	27
Belgrove (additional lots)	-	94	94
Total	1,315	4,441	5,413

¹ [Rangiora Town Centre Strategy Blueprint 2030.pdf](#)

² https://www.waimakariri.govt.nz/_data/assets/excel_doc/0035/166598/s42A-Residential-Rezonings-Summary-Table-FINAL.xlsx



4 Modelling Methodology

Transport modelling has been used to assess the impacts of the options. This section outlines the assumptions regarding road network and land use that are inherent in this modelling.

The basis of the traffic modelling is the Christchurch Assignment and Simulation Traffic (CAST) Model version 23a which sits under the higher-level Christchurch Transport Model (CTM). The CAST model includes Greater Christchurch and is designed for high-level analysis, such as the impacts of major infrastructure or land use changes over a large area.

The limitations of Saturn are its relative ability to estimate operational outcomes, such as at an intersection level, compared to more specialised microsimulation tools. Such tools are more applicable for use in design and operational planning compared to route identification. Therefore, Saturn represents the most appropriate existing tool to assess large-scale changes to the transport network.

A full validation and calibration of the CAST model was completed in 2021 (version 21a) which updated the 2018-year base model and provided a high-level check of the updated 2021-year model. Version 23a uses the same traffic demands as v21a and includes incremental network updates. Validation of the model included 6 screenlines of counts in the Waimakariri District.

Transport modelling for the previous transport assessment was completed in 2021 using CAST v18. The modelling used to inform development contributions in 2022 was derived from CAST v21a and provided a check of the validation criteria of CAST base model which concluded the overall validation appeared to be sound and suitable for use. The performance of Lineside Road (SH71) was noted in WSP's reporting, suggesting the CAST model under-estimates traffic flows travelling south from Rangiora by around one quarter to one half, likely decreasing the probability of over estimating forecast trip making on the Eastern Link consideration.

Appendix A includes a check of the validation on Southbrook Road and routes to/from SH1.

4.1.1 Model Years and Time Periods

The CAST model covers three time periods as follows:

- AM peak period: 07:00 to 09:00 with a peak hour starting at 08:00
- Inter peak period: average hour between 09:00 and 16:00
- PM peak period: 16:00 to 18:00 with a peak hour starting at 16:30

The base year of the model remains as 2018 with a 2021 model most closely representing current conditions. Future year models for 2028, 2038 and 2048 are available for option testing and the results are reported upon.



Daily traffic volumes (AWT, average weekday totals) are reported herein which have been calculated using the standard CAST model method in Equation 4-1.

Equation 4-1 Calculation of Daily traffic volumes from the CAST model

$$Daily = (AM_{LV} \times 2 + IP_{LV} \times 7 \times 0.931 + IP_{LV} \times 2) \times 1.303 + (AM_{HCV} \times 2 + IP_{HCV} \times 7 \times 0.964 + IP_{HCV} \times 2) \times 1.185$$

where:

* Light vehicle (LV) and Heavy vehicle (HCV) flows are for the AM, IP, PM

* AM and PM are average hour volumes from the two hour peak

4.1.2 Development Trip Generation

Development in eastern Rangiora, outlined in Table 3-1, is represented in the model across 12 zones. Forecast trip generation is estimated using the following process:

- Determine model zone based on development area
- Estimate the number of residential lots in each zone using the s42A-Residential-Rezonings
- Calculate the trip rate for each zone using an estimated Medium Density Residential³ daily trip rate of 7 trips per household and a peak hour rate of 0.8 trips
- Estimation the distribution of trips per day across time slices for each model period using CAST daily factors
- Calculate inbound / outbound proportions and origins/destinations based on similar adjacent 'donor' zones
- Assimilate development zone demands into the CAST model demand matrices.

The full development of the Eastern Development of some 5,400 households equates to additional 37,900 daily vehicle trips and 4,300 peak hour vehicle trips.

The models future years already includes additional population growth and therefore these calculations are in addition to this of that growth. Consequently, the growth in western Rangiora seen in Figure 3-1 has not also been added to the model as to not overestimate growth.

³ NZ Transport Agency Research Report 453 – Trips and parking related to land use (2011)



5 Impact of Do Minimum

The Do Minimum is equivalent to Do Nothing for this project and forms a baseline for comparing options. It is comprised of committed projects (outlined below) and known development areas (as covered in the previous section).

5.1 Do Minimum Assumptions

The suite of CAST models contains an agreed set of projects and network changes represented in the model. A full list of the network assumptions is contained in **Appendix B**. On reviewing these with WDC, the following additional network assumptions were included in the Do Minimum models.

Table 5-1 Do Minimum network assumptions for future year models

Scheme / Project	Detail	2028	2038	2048
Fernside Road rail crossing	Left in/left out in all years	✓	✓	✓
Mulcocks Road rail crossing	Close in all years	✓	✓	✓
Blackett St - Keir St extension	Remove project in all years	✗	✗	✗
Woodend bypass	Bring forward to 2038	✗	✓	✓
NE Rangiora N-S Collector	MacPhail / Kippenberger to Coldstream	✗	✓	✓
Rangiora Eastern Link (this project)	Removed from CAST base models	✗	✗	✗
Eastern growth area	Local road network to support growth	✓	✓	✓
Western growth area	Local road network to support growth	✓	✓	✓

5.2 Analysis of Future Traffic Conditions

The Do Minimum models demonstrate that traffic volumes are set to increase and, as congestion increases, it will take longer to drive along Southbrook Road and travel across Rangiora.

Figure 5-1 shows that traffic volumes on Southbrook Road, Lineside Road and Flaxton Road plateau as Southbrook Road is at or near capacity. This is reinforced by the travel times presented in Figure 5-2. As development progresses in the eastern growth areas, this also leads to an increase in traffic on the Rangiora-Woodend Road.



Transport Assessment of Options

5 Impact of Do Minimum

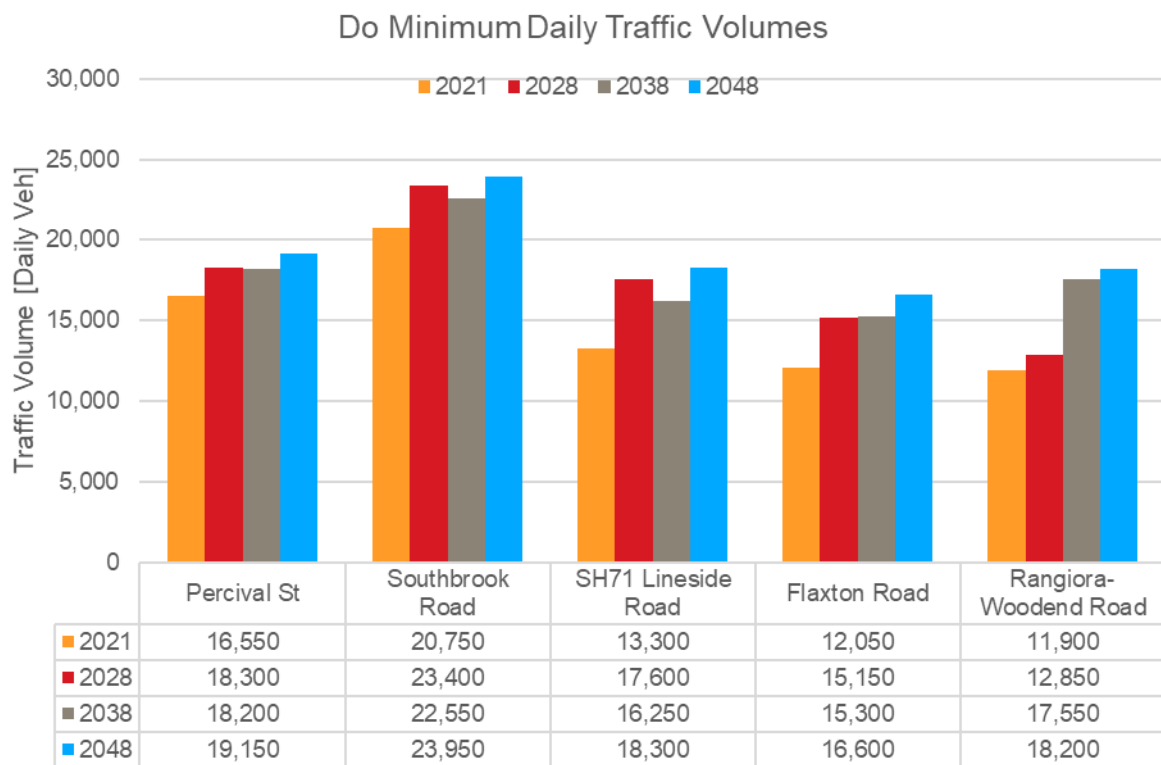


Figure 5-1 Forecast daily traffic volumes on select corridors (veh/day)

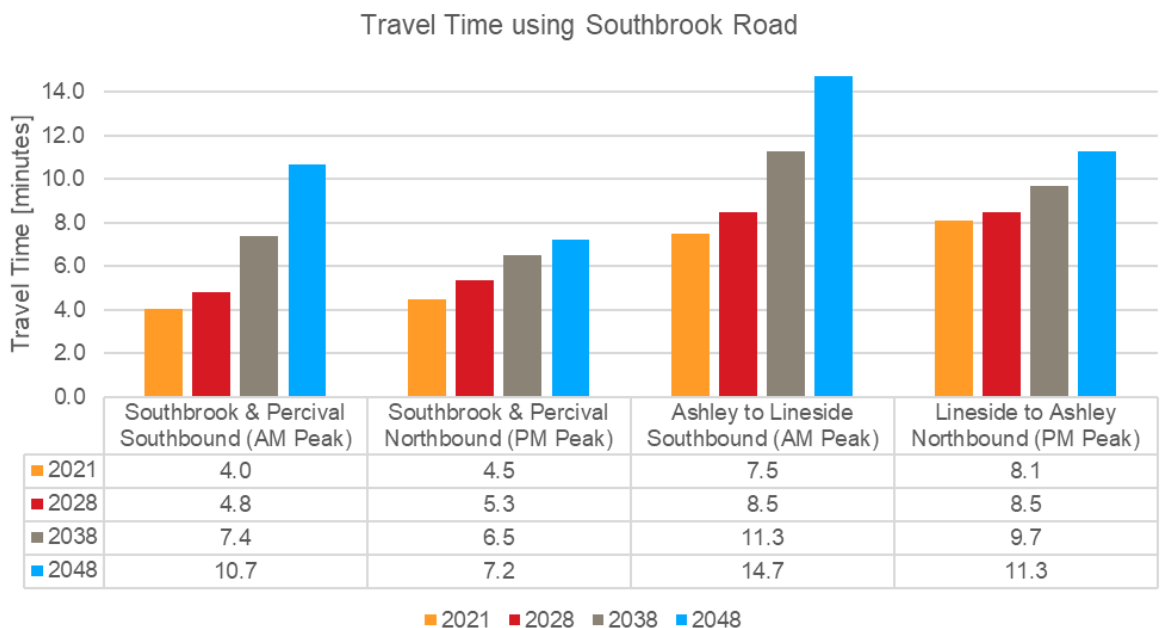


Figure 5-2 Forecast travel times on Southbrook Road routes (in minutes)

Daily traffic volumes travelling east-west across the level crossings are also set to increase. The exception is the railway crossing on Lineside Road where the upstream effects of Southbrook Road somewhat limit the daily traffic increase past 2028. This is demonstrated in Figure 5-3.



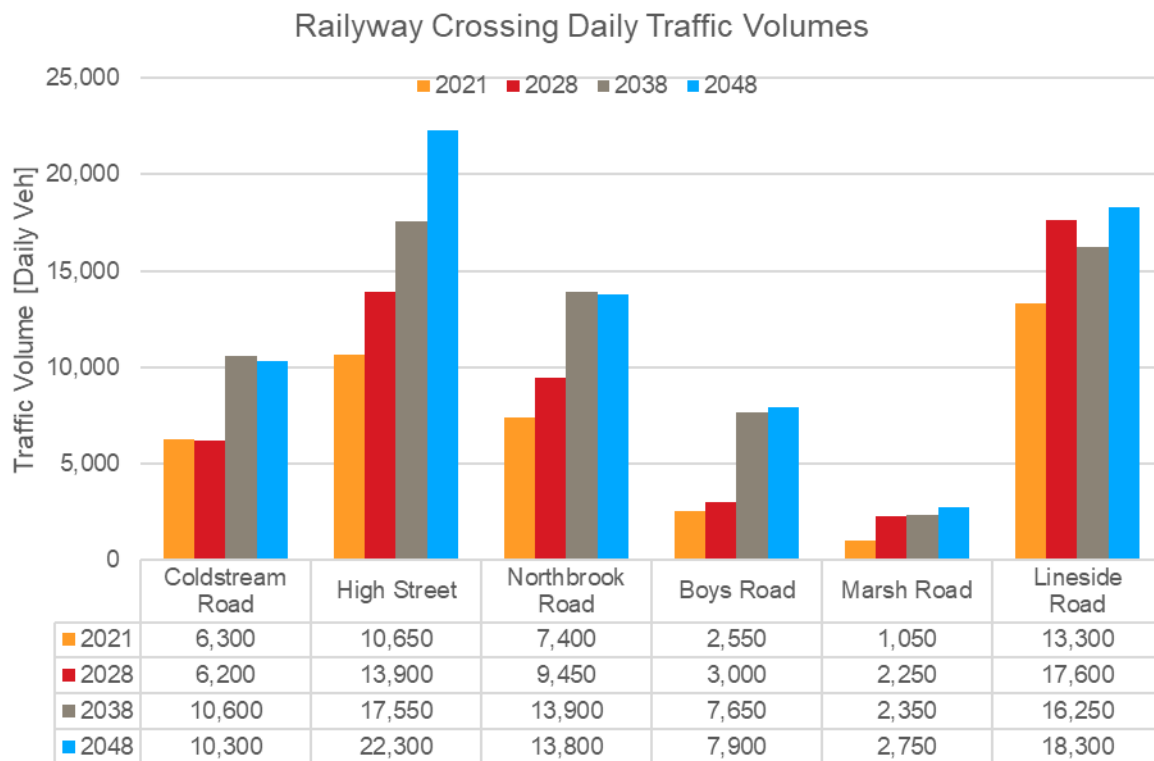


Figure 5-3 Forecast daily traffic volumes at railway crossings (veh/day)

5.2.1 Intersection Performance

The efficiency of the intersections along the north-south route from Ashley Street to Lineside Road were assessed using the CAST model to provide an indication of the Level of Service (LOS). The CAST model is a network-wide modelling tool and does not represent the same level of detail as a micro-simulation model. In general, as the amount of traffic increases, the level of service decreases if no improvements are made to the network.

Intersection LOS for the AM peak (Table 5-2) and PM peak (Table 5-3) show degrading levels of service through to 2048. A weighted average of delay is presented for signalised intersections and roundabouts, and the worst movement at priority intersections, to best demonstrate the changing traffic conditions between forecast years.

- Along Southbrook Road, the CAST model is known to show more delay than recent observations at the South Belt intersection and less delay at the Torlesse Street and supermarket intersections.
- Priority intersections along Percival Street and Southbrook Road, with minor approaches consistently at LOS E/F, show increasing levels of delay meaning it is more difficult to access the north-south corridor.
- The intersection of Ivory Street and Northbrook Road is the southernmost access to the eastern development areas without an eastern link in place. Here the LOS degraded with the uptake of residential development.
- Similarly, an increase in traffic volumes and a corresponding increase in delay at the Coldstream Road intersection coincides with the completion of the Kippenberger Ave to Coldstream Road connection and development through this area.



Transport Assessment of Options

6 Options and Alternatives

Table 5-2 Intersection LOS for AM Peak in the Do Minimum networks

Intersection LOS for AM Peak	2028 Do Minimum			2038 Do Minimum			2048 Do Minimum		
	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	857	11	B	1,058	13	B	1,304	24	C
Ashley Street / High Street	1,333	25	C	1,472	27	C	1,641	30	C
Ivory Street / Northbrook Road	1,309	23	C	1,566	91	F	1,601	141	F
Percival Street / Victoria Street	1,535	38	E	1,609	50	E	1,632	62	F
Percival Street / Johns Road	1,657	42	E	1,784	57	F	1,807	73	F
Percival Street / Charles Street	1,505	36	E	1,831	127	F	1,871	179	F
Southbrook Road / South Belt / Percival Street / Boys Road	2,045	46	D	2,066	56	E	1,953	24	C
Southbrook Road / Torlesse Street	1,873	7	A	1,944	31	C	1,912	27	C
Southbrook Road / Pak 'n Save supermarket	1,972	7	A	1,952	7	A	1,914	7	A
Lineside Road / Todds Road	1,866	79	F	1,828	113	F	1,810	243	F
Lineside Road / Flaxton Road	1,866	38	E	1,805	36	E	1,777	39	E
Kippenberger Ave / MacPhail Ave	781	11	B	1,156	12	B	1,422	13	B
Northbrook Road / MacPhail Ave	287	6	A	954	12	B	1,030	12	B

Table 5-3 Intersection LOS for PM Peak Do Minimum networks (average intersection delay)

Intersection LOS for PM Peak	2028 Do Minimum			2038 Do Minimum			2048 Do Minimum		
	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	1,115	17	C	1,422	45	E	1,952	195	F
Ashley Street / High Street	1,707	29	C	2,075	36	D	2,345	51	D
Ivory Street / Northbrook Road	1,672	40	E	1,955	98	F	2,020	130	F
Percival Street / Victoria Street	1,787	73	F	1,927	107	F	1,950	127	F
Percival Street / Johns Road	1,908	64	F	2,053	83	F	2,018	97	F
Percival Street / Charles Street	1,850	74	F	1,987	139	F	2,063	156	F
Southbrook Road / South Belt / Percival Street / Boys Road	2,312	45	D	2,753	61	E	2,978	66	E
Southbrook Road / Torlesse Street	2,100	11	B	2,306	14	B	2,520	18	B
Southbrook Road / Pak 'n Save supermarket	2,280	24	C	2,361	32	C	2,437	39	D
Lineside Road / Todds Road	2,146	127	F	2,174	148	F	2,230	163	F
Lineside Road / Flaxton Road	2,107	74	F	2,125	95	F	2,173	110	F
Kippenberger Ave / MacPhail Ave	1,048	11	B	1,712	13	B	1,824	14	B
Northbrook Road / MacPhail Ave	356	6	A	996	11	B	1,022	12	B

6 Options and Alternatives

Optioneering has considered the alternatives for achieving the project objectives. Through the business case to support the REL project, WDC identified investment objectives that focus on:

- Unlocking land for housing
- Reducing travel times
- Improving safety

A range of options and alternatives was developed in collaboration with WDC covering a suite of intervention types. This included optioneering how to make best use of the existing infrastructure through changes to lane configuration or technology, and a review of alternative alignments for REL. The alignment west of the wastewater treatment plants was proposed in 2005 and so this was a chance to explore the connection to Lineside Road and options further east with a fresh lens. These infrastructure options are shown in the Figure 6-1 map, where alternate alignments aim to:

- Increasing the separation between REL and the railway
- Unlock additional rural land east of the treatment ponds
- Create an eastern boundary road



Transport Assessment of Options 6 Options and Alternatives

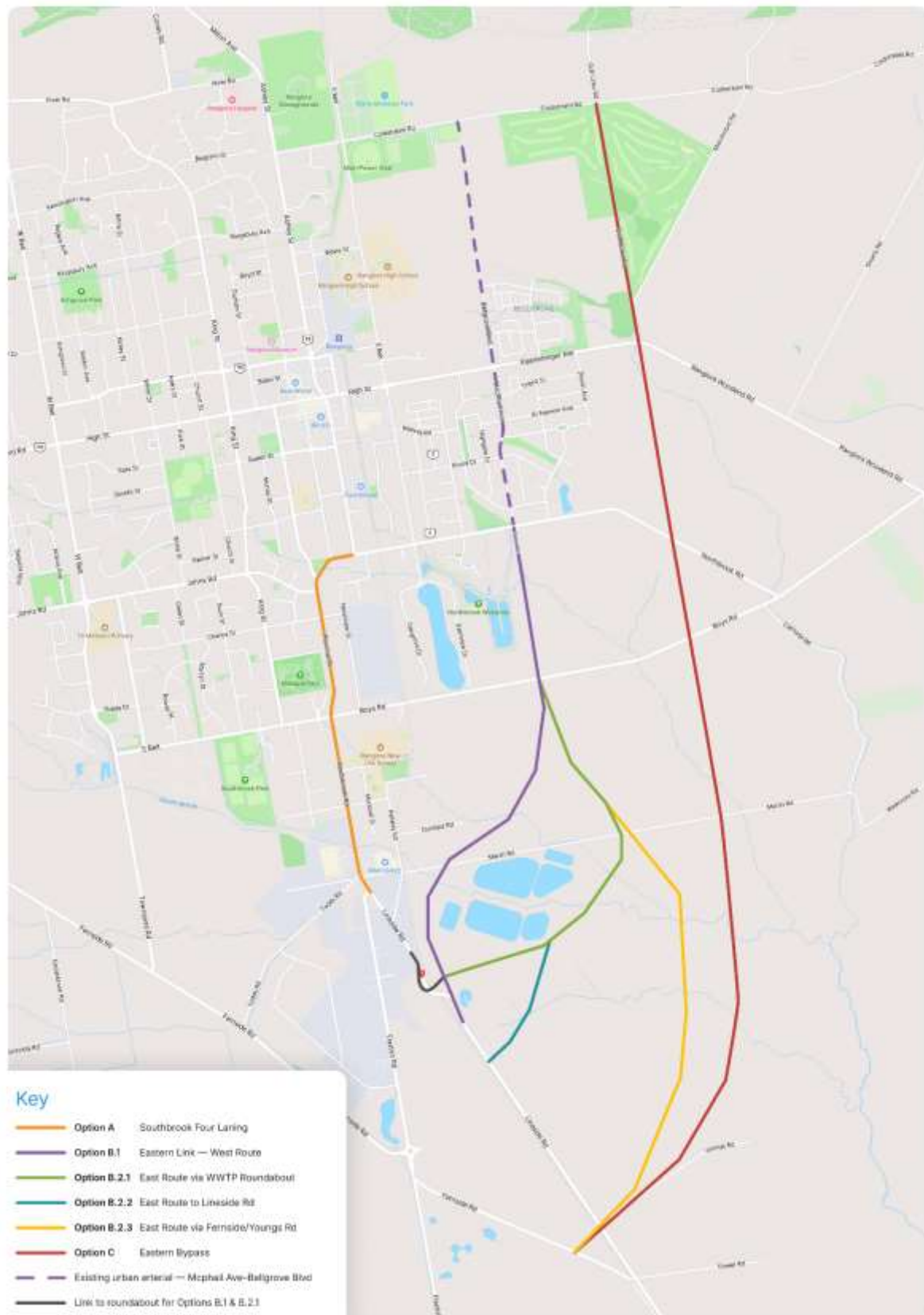


Figure 6-1 Infrastructure long list options for Rangiora Eastern Link where the Option B.1 follows the existing route designation



Transport Assessment of Options

6 Options and Alternatives

The Early Assessment Sifting Tool was used for an initial coarse screening to quickly and robustly filter alternatives and options (Table 6-1). **Appendix C** contains this assessment. Eight (8) options were progressed to the subsequent multi-criteria analysis, focusing on criteria that correspond to the key project risks.

Table 6-1 Initial screening of options and alternatives

Intervention Type	Alternative / Option	Early Assessment
Integrated planning	Aligning development pattern with existing network	Discontinue
Manage demand	Time of Use Charging	Progress
	Congestion Charging	Discontinue
Best use of the existing system	Tidal laning (2+1)	Progress
	Four lane Southbrook Road within existing road reserve	Progress
	Increase PT frequency	Discontinue
	Upgrade western route	Discontinue
New infrastructure	Construct REL to Northbrook (West of WWTP) <i>this is the existing route designation</i>	Progress
	Construct REL to Northbrook (East of WWTP)	Progress
	Construct REL Lineside (further south) to Northbrook	Progress
	Park and Ride upgrade	Discontinue
	Rapid transit	Discontinue
	New western bypass	Discontinue
	New eastern bypass - Fernside to Coldstream Road	Progress
	Widen and four lane Southbrook Road	Progress

6.1 Long List MCA against key risks

The MCA criteria are provided within Table 6-2. These are a consolidated set of the standard NZ Transport Agency criteria and focus on the differentiation of options. A -3 to +3 scoring scale was adopted where a score of zero has generally been taken as being 'as per the status quo', but with consideration that the network is experiencing rapid growth and other network changes are currently progressing. The scoring for specific criteria was owned by the project team and scores were presented back to the WDC project steering group where the short list was agreed.

Table 6-2 MCA Criteria

Theme	Criteria
Investment Objectives	Unlocks land for housing
	Reduces travel times
	Improves safety
Critical success factors	Affordability
	Risk to delivery
	Value for money
	Resilience
Opportunities and Impacts	Environment and Cultural
	Social and Landscape
	People & Property



Transport Assessment of Options

6 Options and Alternatives

A breakdown of the individual scores for each option is provided in Table 6-3. From the long list MCA included in Appendix C, four (4) options were progressed to the short list for traffic modelling and economic analysis:

- A.1 – Four laning of Southbrook corridor within the existing road reserve
- B.1 – Eastern Link – alignment west of WWTP
- B.2.1 – Eastern Link – alignment east of WWTP
- B.2.2 – Eastern Link – alignment east of WWTP to Lineside Road

Option A.1 is progressed as the most likely Southbrook Road option, together with variants of Option B.

Table 6-3 Long List MCA – Scoring Overview

	Investment			Critical success factors				Opportunities		
	Unlocks land for housing	Reduces travel times	Improves safety	Affordability	Risk to delivery	Value for money	Resilience	Environment and Cultural	Social and Landscape	People & Property
Southbrook Road										
A.1 Southbrook four laning – existing road reserve	0	1	-3	-1	-2	1	1	0	-2	-3
A.2 Southbrook four laning – within wider road reserve	0	1	-1	-2	-3	1	1	0	-2	-3
A.3 Southbrook three laning – tidal flow 2+1	0	1	-3	-1	-3	1	1	0	-2	-2
Managing Demand										
A.4 Congestion charging / Time of Use	0	1	-1	-2	-3	-3	0	0	-3	-1
Eastern Alignments										
B.1 Eastern Link – west route	3	3	3	-2	3	3	3	-2	0	-1
B.2.1 Eastern Link – east route to WWTP roundabout	3	3	3	-2	2	3	3	-2	0	-1
B.2.2 Eastern Link – east route to Lineside Rd	3	3	1	-2	-1	2	3	-2	0	-2
C Eastern Bypass	2	2	2	-2	-3	-1	3	-3	-3	-3

Commentary associated with the scoring of the long list included:

- Southbrook Road options provide additional capacity that will assist travel time improvements but are also likely to induce traffic into the corridor
- Additional traffic volumes on Southbrook Road, and more traffic lanes will increase severance across the route. This is compounded by the removal of parking and cycle facilities.
- Southbrook road options are likely to induce more traffic on railway crossings
- The lower cost options are on Southbrook Road, but they are also likely to have a lower range of benefits.
- In general, options outside the existing designation present a risk to delivery. Southbrook Road options will require comprehensive community and stakeholder engagement
- Eastern alignment options bisect the future development area, supporting growth, and provide a more resilient network as an additional north-south route.
- Eastern alignments provide an alternate route to Southbrook Road and are expected to reduce traffic volumes and travel times through Southbrook.



Transport Assessment of Options

7 Short List Options

- Option B variants include an upgrade of the Lineside Road railway crossing, benefitting safety and active modes.
- Eastern alignments connecting further south on Lineside Road are untested for technical feasibility and community engagement.
- The Eastern Bypass (Option C) is furthest from existing residential areas and at the outer limits of future urban growth. This diverts traffic further from local social and employment destinations and may degrade community connections.
- Alignments east of WWTP overlap with silent file area SF011 at Tuahiwi.
- Adding an additional lane to Southbrook Road is likely to compromise the cross section, including removal of parking and cycle lanes.

The eastern alignments of Option B variants score highest in the MCA and test the core differences to the existing route designation so on this basis are taken forward in preference to Option C. Four laning of Southbrook Road (Option A.1) considered to have the least risk to delivery of the remaining long list and is taken forward (along with the Do Minimum) as an alternative to constructing a new route.

7 Short List Options

The four options carried forward to the short list are described in Table 7-1.

Table 7-1 Short List Options

Option	Name	Outline details
A.1	Southbrook Four laning – within existing road reserve	<ul style="list-style-type: none"> • Widening from 12-13m sealed carriageway to 14.4m. • No parking or cycleways. • Rebuild kerbs and widened pavement. • Additional traffic signals at intersections with Northbrook Road, Todds Road and Flaxton Road • Railway Road cycleway route plus allowance for King St to High Street cycleway on road
B.1	Eastern Link - west route	<ul style="list-style-type: none"> • Designation route. • Shared use path, and rural to urban arterial • Dual lane roundabout at Lineside Road with rail crossing.
B.2.1	Eastern Link – east route to WWTP roundabout	<ul style="list-style-type: none"> • Route to east of WWTP • Shared use path, arterial and rural to urban arterial • Dual lane roundabout at Lineside Road with rail crossing.
B.2.2	Eastern Link – east route to Lineside Road	<ul style="list-style-type: none"> • Variation to Option B.2.1 • With a connection to a new roundabout on Lineside Road c400m from rail crossing • Retaining existing Lineside Road rail crossing.

An additional Option B.1a is included as a variation of Option B.1 but with the Marsh Road level crossing closed.



7.1 Provision for Active Modes

The project will provide a north-south route for cycling, connecting to the Passchendaele cycleway in the south.

- Option A.1 provides a cycleway route on Railway Road, parallel to Southbrook Road
- Option B variants provide a shared use path on the western side of the new road and connect to the Passchendaele cycleway with a new pedestrian level crossing (and road crossing) at Lineside Road

7.2 Model Assumptions

Four alignment options are modelled for 2028, 2038 and 2048.

Option	Name	2028	2038	2048
DN	Do Minimum	✓	✓	✓
A	Southbrook Road four laning	✓	✓	✓
B.1	Eastern Link - west route	✓	✓	✓
B.2.1	Eastern Link – east route to WWTP roundabout	✓	✓	✓
B.2.2	Eastern Link – east route to Lineside Road	✓	✓	✓

All options (but not Do Minimum) include the Spark Lane connection to Northbrook Road. Posted speed limits modelled are:

- REL north of Northbrook Road: 50kph
- REL between Lineside Road and Northbrook Road: 60kph

8 Short List Analysis

The short list options are modelled in future years 2028 (circa opening year), 2038 (+10 years) and 2048. The assessment of options focusses on 2038, with analysis of 2028 and 2048 provided for context. **Note that Option B2.1 and Option B2.2 modelling results are under review and will be included in the next revision of this report.**

This section assesses the transport effects of the options against the Do Minimum network. It focusses on the key outputs from the traffic modelling with extended analysis in **Appendix D**.

8.1 Transport Effects – Traffic Volumes

The REL project will provide a capacity improvement, either in the form of four-laning, or a new arterial road. Capacity improvements by nature will attract additional traffic to the corridor. Table 8-1 and Table 8-2 provide the forecast daily traffic volumes for various sections of Southbrook Road, the REL alignment and other local roads for the 2028, 2038 and 2048 years.



Transport Assessment of Options

8 Short List Analysis

Table 8-1 Forecast daily traffic volumes on key roads for future years in all options

		Do Min	Opt A	Opt B.1a	Opt B.1	Opt B.2.1	Opt B.2.2
2028							
Ivory Street	north of Northbrook Road	12,100	16,450	11,550	11,450		
Percival St	north of South Belt	18,300	23,400	15,900	15,850		
Southbrook Road	north of Station Road	23,400	28,050	20,400	20,300		
Southbrook Road	at level crossing	17,600	20,550	15,250	12,700		
SH71 Lineside Road	south of REL roundabout	17,600	20,550	19,250	18,800		
Rangiora-Woodend Road	east of Golf Links Road	12,850	10,600	11,900	12,300		
Fernside Road	south of Townsend Road	11,700	10,450	11,000	10,750		
2038							
Ivory Street	north of Northbrook Road	13,450	18,150	12,800	12,650		
Percival St	north of South Belt	18,200	24,800	15,500	15,300		
Southbrook Road	north of Station Road	22,550	28,900	19,800	19,400		
Southbrook Road	at level crossing	16,250	20,800	14,700	11,250		
SH71 Lineside Road	south of REL roundabout	16,250	20,800	20,700	18,550		
Rangiora-Woodend Road	east of Golf Links Road	17,550	14,600	16,150	18,050		
Fernside Road	south of Townsend Road	12,450	11,500	11,750	10,900		
2048							
Ivory Street	north of Northbrook Road	16,150	18,900	14,050	14,050		
Percival St	north of South Belt	19,150	25,800	16,200	16,300		
Southbrook Road	north of Station Road	23,950	30,300	20,450	20,300		
Southbrook Road	at level crossing	18,300	21,600	15,200	12,700		
SH71 Lineside Road	south of REL roundabout	18,300	21,600	21,550	21,300		
Rangiora-Woodend Road	east of Golf Links Road	18,200	16,450	18,050	18,050		
Fernside Road	south of Townsend Road	14,200	12,300	12,850	13,000		

The traffic modelling shows:

- Option A induces additional traffic to the Ivory Street – Percival Street – Southbrook Road corridor in all forecast years. Variations of Option B reduce traffic in the corridor.
- Overall - the unlocking of the capacity constraints on Southbrook Road by providing additional north-south capacity allows more traffic to access SH71 Lineside Road.
- Option A, followed by Option B.1a, have the largest reduction in traffic volumes on Rangiora-Woodend Road and Fernside Road (two parallel routes towards SH1)
- Option A has the most traffic using the Lineside Road level crossing (more than the Do Minimum in all forecast years). Option B reduces these volumes relative to the Do Minimum.

Table 8-2 Forecast daily traffic volumes on Eastern Link route for future years in all options

		Do Min	Opt A	Opt B.1a	Opt B.1	Opt B.2.1	Opt B.2.2
2028							
Eastern Link	south of Coldstream Road	-	-	-	-	-	-
Eastern Link	south of Kippenberger Ave	1,700	1,550	3,000	3,000		
Eastern Link	south of Northbrook Road	-	-	6,550	6,550		
Eastern Link	south of Boys Road	-	-	5,750	6,550		
Eastern Link	south of Marsh Road	-	-	6,250	6,100		
2038							
Eastern Link	south of Coldstream Road	1,600	1,550	2,450	2,150		
Eastern Link	south of Kippenberger Ave	3,150	2,850	5,150	4,550		
Eastern Link	south of Northbrook Road	-	-	12,250	11,700		
Eastern Link	south of Boys Road	-	-	9,150	9,500		
Eastern Link	south of Marsh Road	-	-	9,400	7,350		
2048							
Eastern Link	south of Coldstream Road	1,850	1,750	2,500	2,450		
Eastern Link	south of Kippenberger Ave	3,950	3,700	5,950	6,200		
Eastern Link	south of Northbrook Road	-	-	12,600	12,900		
Eastern Link	south of Boys Road	-	-	9,750	11,550		
Eastern Link	south of Marsh Road	-	-	10,200	8,700		



Specifically related to traffic volumes in Table 8-2:

- Traffic volumes between Coldstream Road and Northbrook Road (along MacPhail Ave and the new connector road) increase in all Option B variants

8.1.1 Flow Difference Plots

Flow difference plots show the difference between Option A (Figure 8-1) and Option B1a (Figure 8-2) when each are compared against the Do Minimum.

Figure 8-1 demonstrates that Option A draws additional traffic into the Southbrook Road corridor, some of which was using alternate routes such as:

- To the west destined for the Ashley River via Eastbrook Road and Lehmans Road
- A diversion around Southbrook Road encompassing Fernside Road, Townsend Road and South Belt
- Rangiora-Woodend Road to access the east of Rangiora



Figure 8-1 Flow difference plot comparing Option A with Do Minimum (2038 PM peak)

In general, Figure 8-2 shows that Option B1a has similar wider network changes in traffic patterns, such as decreases in traffic on Fernside Road, Townsend Road and South Belt; and an increase on Flaxton Road and Lineside Road.

The reduction in traffic shown on Southbrook Road in Option B1a is replaced by traffic on the new route (which is not shown as a difference in this image). The model also shows likely rat-running through residential streets such as East Belt and Koura Drive to access REL.



Figure 8-2 Flow difference plot comparing Option B.1a with Do Minimum (2038 PM peak)

8.1.2 Route Analysis Through Rangiora

The following model outputs (taken from the 2038 PM peak) demonstrate how the network is being used by way of 'select link' plots which capture vehicles traversing through points on the network. These show who uses:

- Lineside Road south of REL roundabout (Figure 8-3 and Figure 8-4)
 - » Of the traffic on Lineside Road, more traffic uses Southbrook Road than REL and Southbrook Road remains the dominant route to the centre of Rangiora.

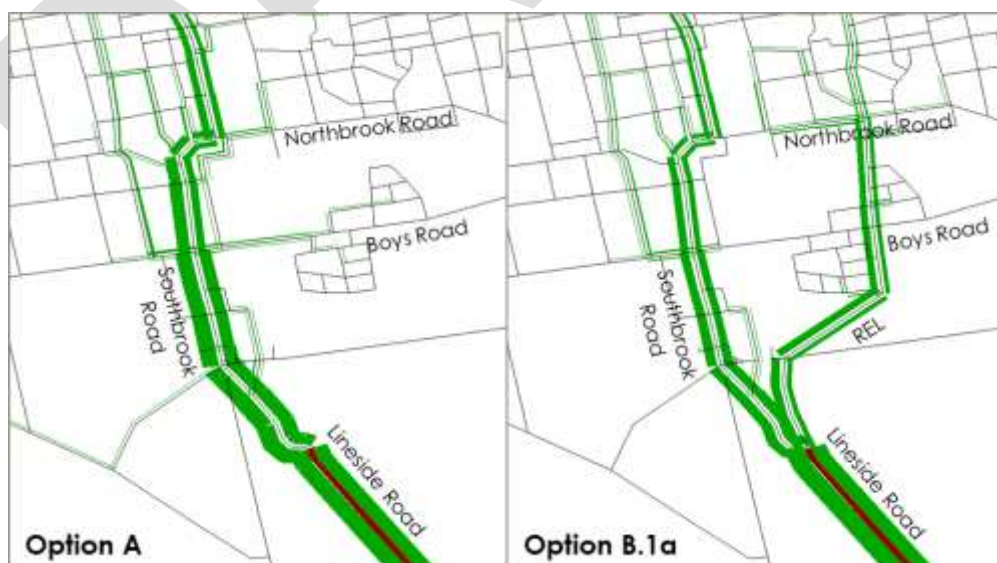


Figure 8-3 'Select Link' showing users of Lineside Road south of REL (from 2038 PM models)



Transport Assessment of Options

8 Short List Analysis

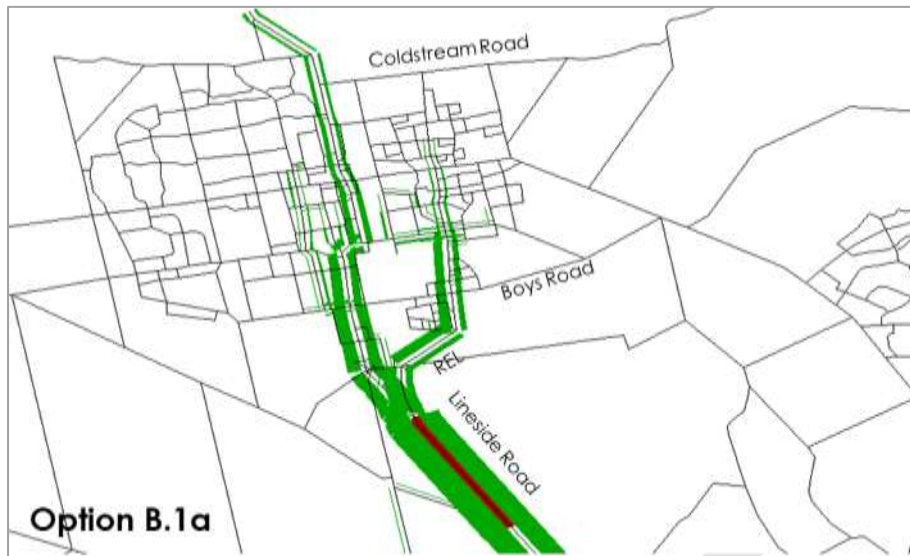


Figure 8-4 A wider 'Select Link' showing users of Lineside Road south of REL (from 2038 PM models)

- REL alignment between Marsh Road and Boys Road (Figure 8-5)
 - » Most traffic on the middle segment of REL is accessing the residential areas and using Lineside Road
 - » Right turn delays further north at Coldstream Road / Ashley Road may be contributing to less traffic using REL as a bypass of the town centre.



Figure 8-5 'Select Link' showing users of REL between Marsh Road and Boys Road (from 2038 PM Option B.1a)



8.1.3 Effect on Railway Crossings

Daily traffic volumes forecast for each option in 2028, 2038 and 2048 are set out in Table 8-3. The key takeaways from this are:

- Once the Coldstream Road to Kippenberger Ave connection is completed (post 2028), there is a notable increase in traffic using Coldstream Road in 2038 and 2048.
- Option A reduces the traffic volumes on Coldstream Road compared to the Do Minimum.
- Option A increases traffic volumes on the High Street crossing in 2028 and 2038. There is minimal change on the High Street crossing for Option B variants in 2028 and 2038 and a decrease in usage in 2048.
- Traffic volumes across the Marsh Road, Boys Road and Lineside Road level crossings are somewhat balanced in the Option B variants. Hence the closure of the Marsh Road crossing means more traffic uses Boys Road and Lineside Road level crossings in Option B.1a
- Less traffic uses the level crossing on Fernside Road in all options compared to the Do Minimum.
- Option A has the most traffic using the Lineside Road level crossing (more than the Do Minimum in all forecast years). Option B reduces these volumes relative to the Do Minimum.

These trends are presented visually in Figure 8-6.



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Table 8-3 Forecast daily traffic volumes on railway crossings (2-way)

	Do Min	Opt A	Opt B.1a	Opt B.1	Opt B.2.1	Opt B.2.2
2028						
Coldstream Road	6,200	4,400	6,150	6,500		
High Street	13,900	15,350	13,350	13,300		
Northbrook Road	9,450	7,150	7,250	7,050		
Boys Road	3,000	3,400	2,900	1,400		
Marsh Road	2,250	2,100	0	4,400		
Lineside Road	17,600	20,550	15,250	12,700		
Fernside Road	1,400	1,000	1,200	1,100		
2038						
Coldstream Road	10,600	7,250	10,000	11,400		
High Street	17,550	19,450	17,150	17,000		
Northbrook Road	13,900	11,600	10,700	10,950		
Boys Road	7,650	8,200	6,050	3,650		
Marsh Road	2,350	2,250	0	6,000		
Lineside Road	16,250	20,800	14,700	11,250		
Fernside Road	1,600	1,100	1,200	1,150		
2048						
Coldstream Road	10,300	8,700	11,100	11,150		
High Street	22,300	22,300	20,600	20,650		
Northbrook Road	13,800	12,950	11,350	11,350		
Boys Road	7,900	8,250	6,700	4,300		
Marsh Road	2,750	2,600	0	6,650		
Lineside Road	18,300	21,600	15,200	12,700		
Fernside Road	1,350	1,150	1,300	1,100		

Railway Crossing Daily Traffic Volumes

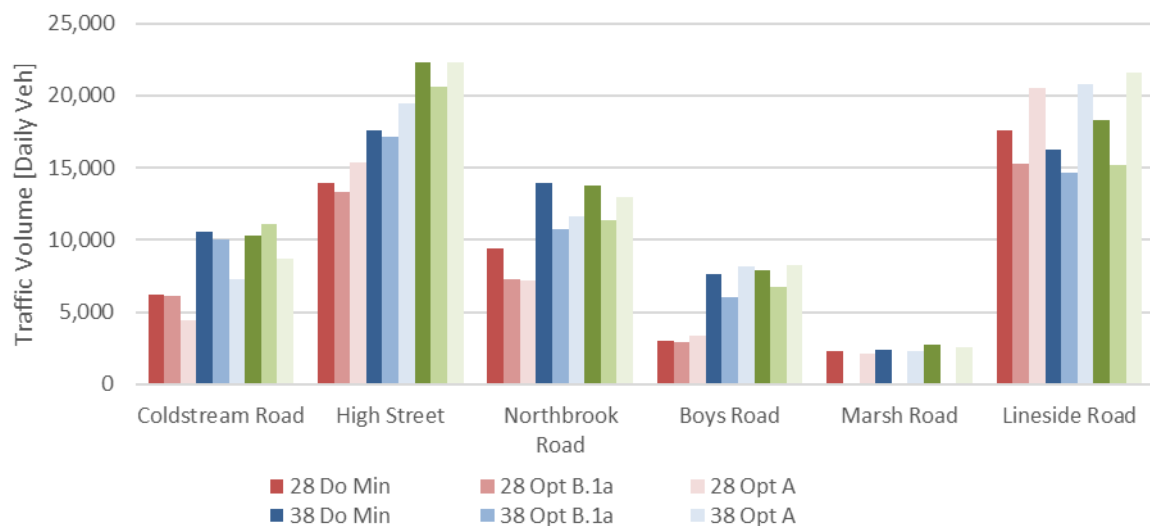


Figure 8-6 Forecast daily traffic volumes on railway crossings (2-way) for select options



8.1.3.2 Marsh Road Level Crossing

Marsh Road is an unsealed rural road with an ADT of around 200 vehicles and provides access to the wastewater treatment plant. An early question to answer with the traffic modelling is the status of the Marsh Road level crossing immediately west of the REL designation.

Traffic model volumes demonstrate that a route alignment near the level crossing incentivises local trips to/from Southbrook to use the level crossing and this would necessitate upgrading the level crossing and Station Road intersection. This is demonstrated in Figure 8-7 which shows that, when closed, traffic to/from the northern segments of REL would either use Boys Road or the Lineside Road crossing.

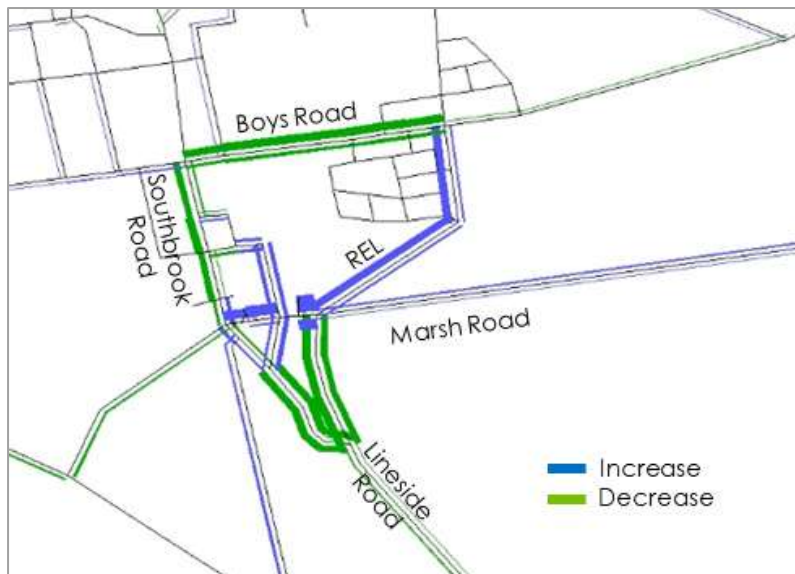


Figure 8-7 Change in traffic pattern when Marsh Road level crossing is closed

As a result of the induced traffic at the crossing, and the resulting mitigation required, WDC prefer to close the level crossing. This is captured in the reporting of Option B.1a.

8.2 Transport Effects – Travel Times

A core set of travel time routes are reported to capture the effects on:

- Southbrook Road (and Percival Street) from Northbrook Road to Lineside Road
- Lineside Road from the railway crossing to SH1 interchange
- Rangiora-Woodend Road from the town centre (Ivory Street) to SH1

Table 8-4 provides a summary of the travel times for these routes, for each option and each forecast year. This demonstrates negligible differences in travel times between the variants of Option B.

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Table 8-4 Travel times comparison on key routes (in minutes)

Route	AM Peak					PM Peak				
	DM	OptA	OptB1a	OptB21	OptB22	DM	OptA	OptB1a	OptB21	OptB22
2028										
Northbrook to Lineside SBD	4.8	3.5	4.0			4.3	3.3	4.0		
Lineside to Northbrook NBD	4.1	3.2	3.7			5.3	3.7	4.6		
Lineside Road SBD	6.2	6.5	6.6			5.7	6.0	6.0		
Lineside Road NBD	5.2	5.4	5.5			7.3	8.6	8.0		
Rangiora-Woodend EBD	8.3	8.3	8.3			8.4	8.5	8.5		
Rangiora-Woodend WBD	8.6	8.6	8.6			8.9	8.8	8.8		
2038										
Northbrook to Lineside SBD	7.4	3.8	4.0			4.3	3.3	3.9		
Lineside to Northbrook NBD	4.2	3.4	3.7			6.5	4.7	5.0		
Lineside Road SBD	6.8	7.6	8.6			5.7	5.9	6.1		
Lineside Road NBD	5.2	5.4	5.5			7.8	8.4	9.0		
Rangiora-Woodend EBD	11.6	9.4	8.8			8.8	8.9	8.8		
Rangiora-Woodend WBD	9.0	8.9	8.8			10.2	9.7	9.7		
2048										
Northbrook to Lineside SBD	10.7	4.3	4.2			4.5	3.4	3.9		
Lineside to Northbrook NBD	4.4	3.4	3.9			7.2	5.9	5.5		
Lineside Road SBD	6.9	9.0	11.0			5.9	6.1	6.5		
Lineside Road NBD	5.2	5.5	5.6			9.2	10.0	10.8		
Rangiora-Woodend EBD	14.9	12.0	10.9			9.1	9.1	9.1		
Rangiora-Woodend WBD	9.4	9.4	9.1			12.5	11.9	11.5		

The travel times for the Do Minimum, Option A and Option B1a are presented visually in Figure 8-8 and Figure 8-9, showing:

- Increasing travel times in the peak direction on Southbrook Road and Rangiora-Woodend Road if nothing is done
- Both Option A and Option B variants reduce congestion on Southbrook Road
- Increasing travel times on Lineside Road and Rangiora-Woodend Road in the peak direction in the Do Minimum scenario for all years.
- Travel times increase on Lineside Road in both Option A and Option B variants due to the increase in traffic induced by the provision of additional capacity north-south through Rangiora.
- These disbenefits on Lineside Road could be offset by benefits that are gained by travel time improvements on Southbrook Road.

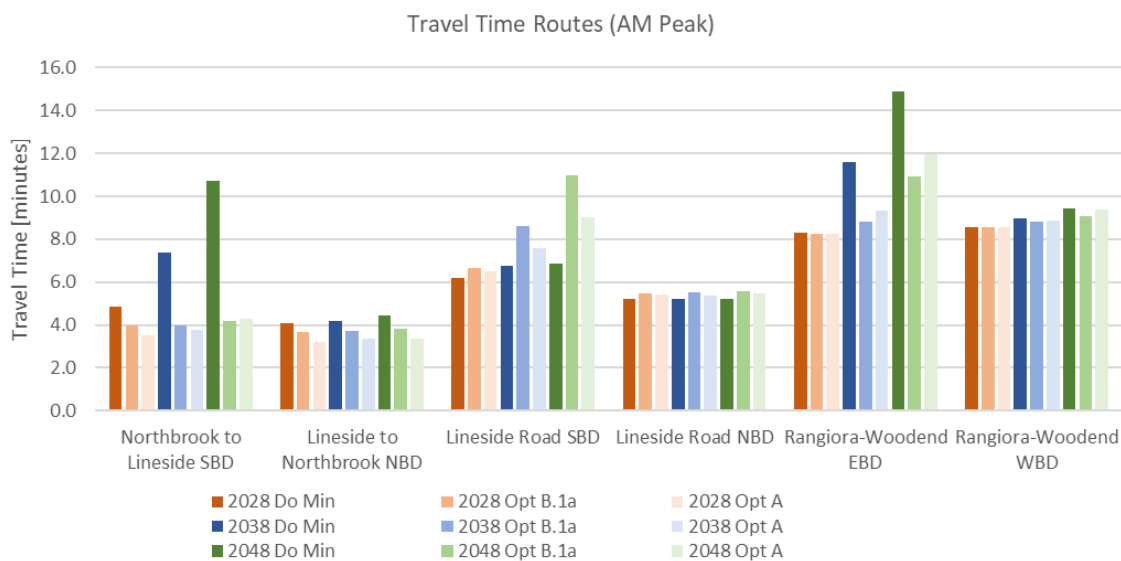


Figure 8-8 Travel times on key routes for select options – AM Peak (in minutes)



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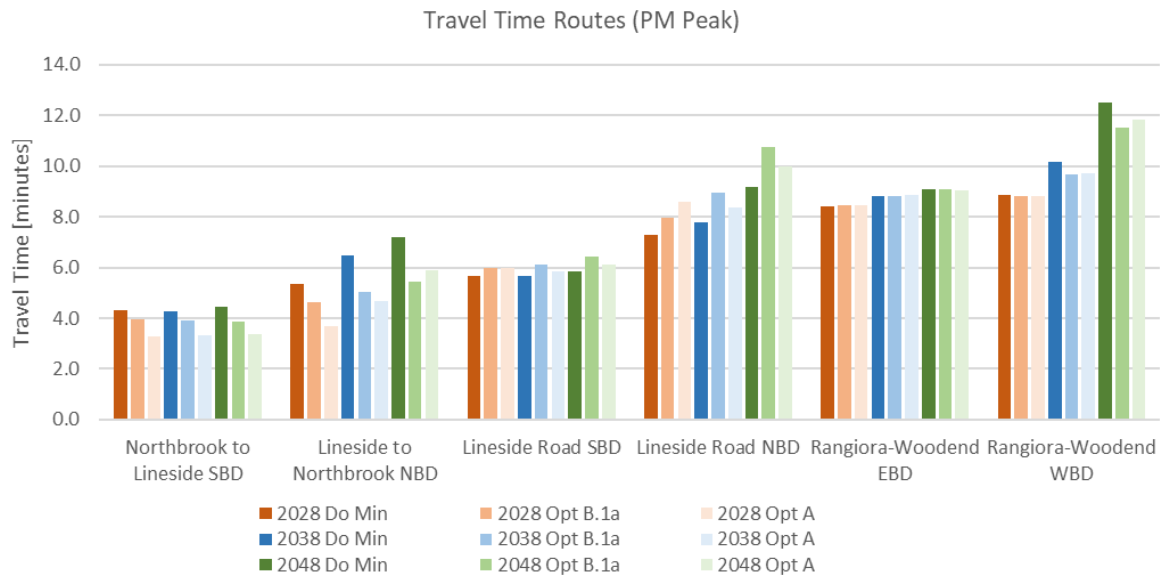


Figure 8-9 Travel times on key routes for select options – PM Peak (in minutes)

8.2.1 Travel Times to/from SH1

To assess the overall benefit (or disbenefit) on travel times, travel times from each zone in the traffic model were skimmed for both the Do Minimum and Options to/from SH1. As a proxy for the SH1 Limeside Road interchange, these times are to/from the zone representing Hakarau Road on the eastern side of the interchange (as times are extracted between two zones). Travel times are between origin-destination zones and do not infer the route taken.

The maps presented in Figure 8-10 to Figure 8-13 show the change in travel times in the peak direction. This method combines the reduced congestion on Southbrook Road with increased travel times on Limeside Road and demonstrates which parts of Rangiora are impacted by either four-laning of Southbrook Road (Option A) or an eastern link alignment (Option B1a is presented). Of note:

- Locations south of South Belt have an increase in travel time due to the increased traffic volumes on Limeside Road
- Travel time benefits are highest in central and eastern Rangiora
- There is generally a positive benefit across Rangiora zones for travel times in Option A
- The largest travel time benefits are seen in Option B where eastern zones have more direct connectivity to the south.
- Option B shows low level disbenefits in western zones due to the changes in traffic volumes on Limeside Road.



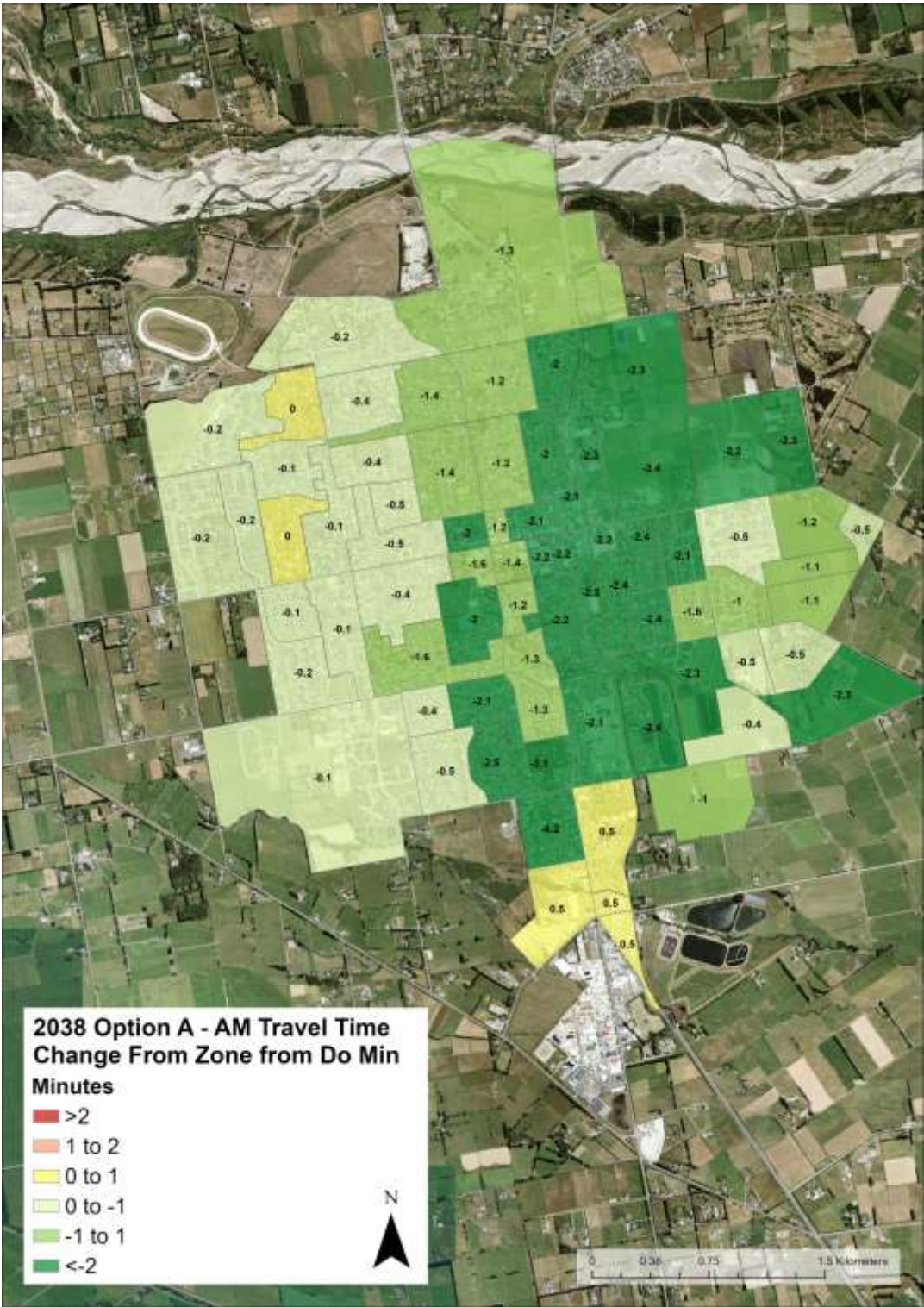


Figure 8-10 Change in travel time (in minutes) from Rangiora to SH1 in 2038, AM peak comparing Option A to the Do Minimum

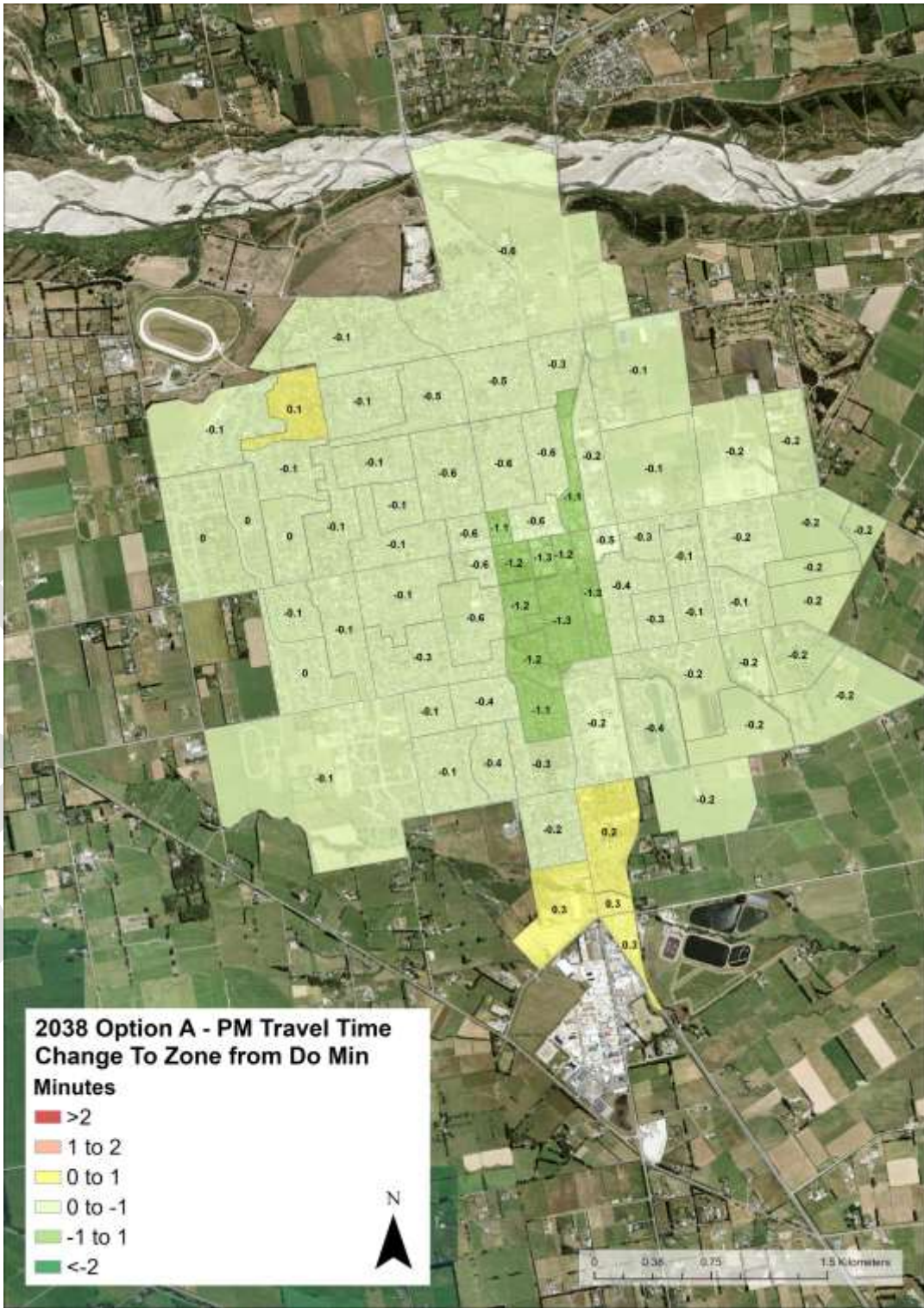


Figure 8-11 Change in travel time (in minutes) from SH1 to Rangiora in 2038, PM peak comparing Option A to the Do Minimum



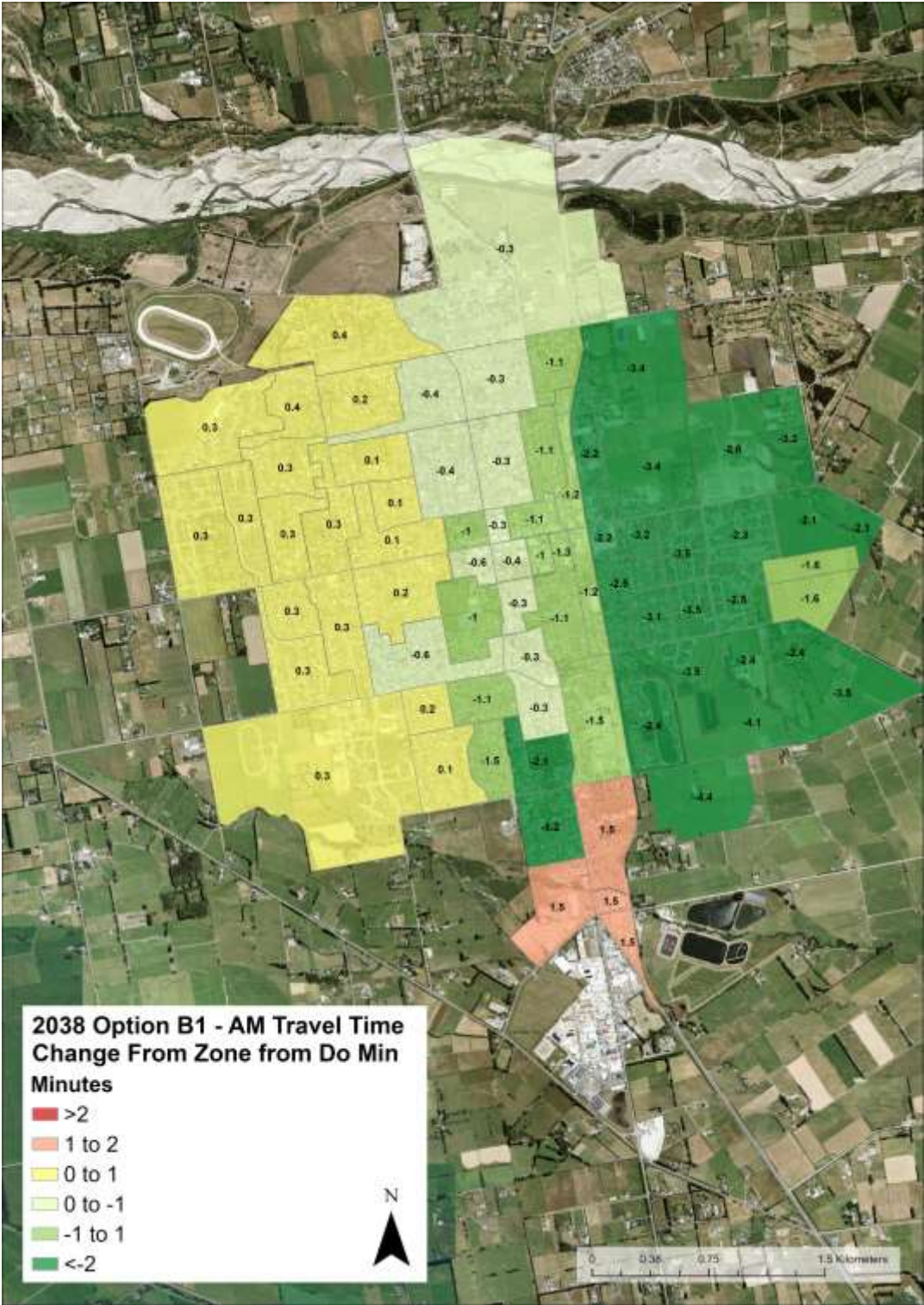


Figure 8-12 Change in travel time (in minutes) from Rangiora to SH1 in 2038, AM peak comparing Option B1a to the Do Minimum

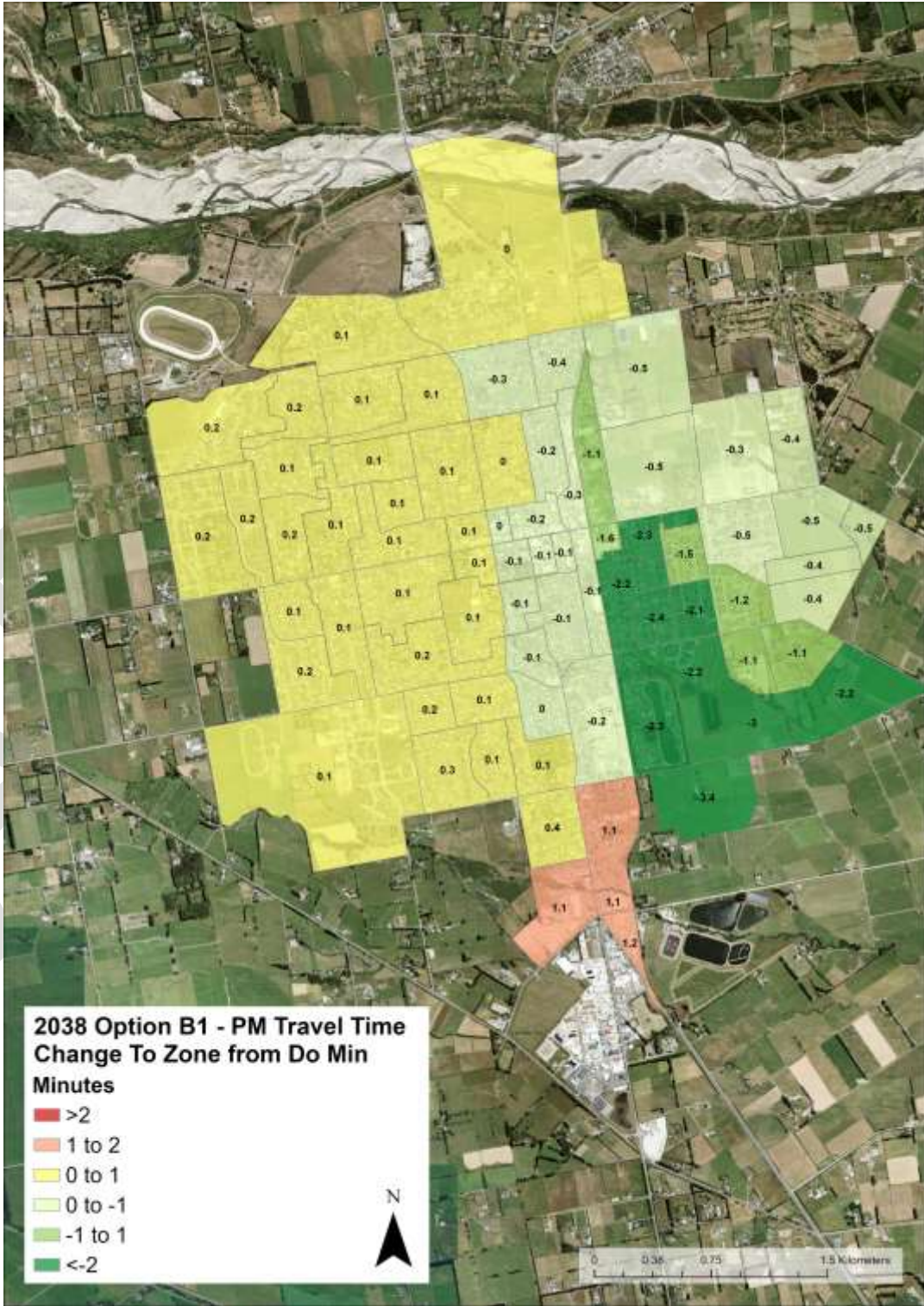


Figure 8-13 Change in travel time (in minutes) from SH1 to Rangiora in 2038, PM peak comparing Option A to the Do Minimum



8.3 Transport Effects – Intersection Performance

This section provides an overview of intersection Level of Service (LOS) for the AM and PM peak periods for the Do Minimum, Option A and Option B1. The LOS results for variants of Option B do not differentiate between options.

Table 8-5 provides a summary of the AM peak results. Delays are reported in seconds for either the weighted average (signals or roundabout) or the worst movement (priority intersections) to provide a concise summary. A full set of results are provided within **Appendix D** by approach for each option. Volumes represent the peak hour 08:00 to 09:00.

Similarly, Table 8-6 provides the corresponding PM peak results for 16:30 to 17:30.

The following trends and observations are drawn from the LOS tables:

- Delays at Coldstream Road increase with all options in the PM peak from 2038 by when the connection through to Kippenberger Avenue is established. This is caused by the right turn onto Ashley Street.
- The performance of the Ivory Street / Northbrook Road intersection improves substantially with the introduction of traffic signals in Option A. Option B also shows reduced delays at this intersection but typically has a similar LOS to the Do Minimum.
- The traffic signals on Southbrook Road operate with reduced average delay and better LOS in all options.
- Option B variants improve the LOS on minor road (priority) approaches to Percival Street
- Intersections along the Option B alignments operate at LOS B/C from 2038.
- Traffic signals at the Lineside Road intersections of Todds Road and Flaxton Road improve intersection operation from LOS F (in Do Minimum and Option B) to LOS A/B in Option A.



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Table 8-5 Intersection LOS – AM Peak Hour (08:00 to 09:00)

Intersection LOS for AM Peak	Do Minimum			2028 Option A			Option B.1a			2038 Option A			Option B.1a			2048 Option A			Option B.1a		
	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	857	11	B	972	13	B	933	11	B	1,058	13	B	1,133	15	B	1,169	11	B	1,304	24	C
Ashley Street / High Street	1,333	25	C	1,543	28	C	1,311	25	C	1,472	27	C	1,688	30	C	1,345	26	C	1,641	30	C
Ivory Street / Northbrook Road	1,309	23	C	1,528	14	B	1,158	16	C	1,566	91	F	1,686	24	C	1,392	29	D	1,601	141	F
Percival Street / Victoria Street	1,535	38	E	1,872	46	E	1,383	29	D	1,609	50	E	1,967	54	F	1,473	36	E	1,632	62	F
Percival Street / Johns Road	1,657	42	E	1,997	52	F	1,527	37	E	1,784	57	F	2,131	57	F	1,611	39	E	1,807	73	F
Percival Street / Charles Street	1,505	36	E	1,927	56	F	1,359	25	C	1,831	127	F	2,203	79	F	1,397	36	E	1,871	179	F
Southbrook Road / South Belt / Percival Street / Boys Road	2,045	46	D	2,405	22	C	1,819	29	C	2,066	56	E	2,837	44	D	2,007	30	C	1,953	24	C
Southbrook Road / Torlesse Street	1,873	7	A	2,170	5	A	1,603	6	A	1,944	31	C	2,424	6	A	1,631	6	A	1,912	27	C
Southbrook Road / Pak 'n Save supermarket	1,972	7	A	2,265	5	A	1,735	6	A	1,952	7	A	2,462	5	A	1,736	6	A	1,914	7	A
Lineside Road / Todds Road	1,866	79	F	2,118	9	A	1,540	41	E	1,828	113	F	2,282	10	A	1,499	41	E	1,810	243	F
Lineside Road / Flaxton Road	1,866	38	E	2,101	11	B	1,614	24	C	1,805	36	E	2,271	13	B	1,656	23	C	1,777	39	E
Coldstream Road / REL	366			303						583	8	A	549	8	A	762	10	A	771	10	A
Kippenberger Ave / MacPhail Ave	781	11	B	787	11	B	992	11	B	1,156	12	B	1,245	12	B	1,519	13	B	1,422	13	B
Northbrook Road / MacPhail Ave	287	6	A	219	5	A	750	10	A	954	12	B	811	10	A	1,490	12	B	1,030	12	B
REL / Boys Road	98	11	B	146	11	B	767	10	A	96	11	B	154	11	B	1,293	12	B	106	11	B
REL / Marsh Road	137			128			590	9	A	156			144			1,015	16	C	197		
Lineside Road / REL	1,391			1,545			1,636	13	B	1,367			1,615			1,941	14	B	1,413		

Table 8-6 Intersection LOS – PM Peak Hour (16:30 to 17:30)

Intersection LOS for PM Peak	Do Minimum			2028 Option A			Option B.1a			2038 Option A			Option B.1a			2048 Option A			Option B.1a		
	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	1,115	17	C	1,156	20	C	1,158	19	C	1,422	45	E	1,503	68	F	1,525	68	F	1,952	195	F
Ashley Street / High Street	1,707	29	C	2,012	36	D	1,638	28	C	2,075	36	D	2,282	46	D	2,006	33	C	2,345	51	D
Ivory Street / Northbrook Road	1,672	40	E	1,952	18	B	1,504	23	C	1,955	98	F	2,123	24	C	1,839	65	F	2,020	130	F
Percival Street / Victoria Street	1,787	73	F	2,308	98	F	1,701	73	F	1,927	107	F	2,297	108	F	1,807	84	F	1,950	127	F
Percival Street / Johns Road	1,908	64	F	2,549	73	F	1,883	53	F	2,053	83	F	2,489	94	F	1,960	61	F	2,018	97	F
Percival Street / Charles Street	1,850	74	F	2,462	90	F	1,712	61	F	1,987	139	F	2,549	123	F	1,769	84	F	2,063	156	F
Southbrook Road / South Belt / Percival Street / Boys Road	2,312	45	D	3,031	21	C	2,081	34	C	2,753	61	E	3,443	55	D	2,391	34	C	2,978	66	E
Southbrook Road / Torlesse Street	2,100	11	B	2,808	5	A	1,915	10	A	2,306	14	B	2,947	6	A	2,027	13	B	2,520	18	B
Southbrook Road / Pak 'n Save supermarket	2,280	24	C	2,934	12	B	2,061	19	B	2,361	32	C	3,002	12	B	2,100	20	B	2,437	39	D
Lineside Road / Todds Road	2,146	127	F	2,767	4	A	1,896	90	F	2,174	148	F	2,813	5	A	1,884	97	F	2,230	163	F
Lineside Road / Flaxton Road	2,107	74	F	2,722	16	B	1,985	59	F	2,125	95	F	2,728	17	B	2,013	84	F	2,173	110	F
Coldstream Road / REL	678			534			742			840	10	A	800	10	A	1,015	13	B	953	12	B
Kippenberger Ave / MacPhail Ave	1,048	11	B	983	10	A	1,178	11	B	1,712	13	B	1,641	13	B	1,874	15	B	1,824	14	B
Northbrook Road / MacPhail Ave	356	6	A	291	6	A	961	10	A	996	11	B	965	12	B	1,588	12	B	1,022	12	B
REL / Boys Road	135	11	B	177	11	B	894	10	A	213	11	B	210	11	B	1,413	11	B	230	11	B
REL / Marsh Road	168			146			762	10	A	201			200			1,070	15	B	286		
Lineside Road / REL	1,680			1,984			2,010	16	B	1,815			1,958			2,260	19	B	1,927		



8.4 Network Statistics

Network statistics for vehicle kilometres travelled and vehicle hours travelled are used for the economic analysis of options in conjunction with value of time and vehicle operating costs. The change in these metrics is presented in Figure 8-14.

- In 2028, Option A has the largest reduction in distance travelled. This is likely due to the increase in capacity on the Southbrook Road corridor combined with the central location being accessible to both the east and west sides of Rangiora.
- 2028 has less development growth in eastern Rangiora than the 2038- and 2048-year forecasts and in subsequent years the change in VKT is more comparable between options.
- In all years, Option A has higher vehicle hour travelled than Option B variants.

Option	VKT (km.veh)			Veh.Hr		
	2028	2038	2048	2028	2038	2048
Option A	-7,339	-8,819	-11,117	-121	-205	-82
Option B.1a	-1,179	-7,141	-10,077	-167	-323	-589
Option B.2.1						
Option B.2.2						

Figure 8-14 Change in network statistics between options and Do Minimum

8.5 Safety

To complete from economics memo

8.6 Resilience

While Option A improves local access by reducing congestion, there is no additional resilience provided beyond an extra lane.

Option B alignments improve local road connectivity by providing an arterial road alternative to Percival Street and Southbrook Road. When completed it also enables an additional north-south route from the Ashley River to SH71 Lineside Road. This alternative road provides route resilience.

8.7 Public Transport

Public transport routes to/from Rangiora use Lineside Road, Southbrook Road and Rangiora-Woodend Road. Bus services will be impacted by increasing congestion on these routes in future years (in the Do Minimum). Route 91 will be particularly affected by increasing delays at the Southbrook Road / South Belt signalised intersection.

The reductions in general traffic travel times on Southbrook Road and Rangiora-Woodend Road will benefit public transport on these roads, improving bus travel times. This is partially offset by the increase in travel time forecast on Lineside Road. Existing bus routes primarily serve the western side of Rangiora so with the introduction of a new arterial in Option B, and with continued residential development in the east, there is an opportunity to review public transport routes to increase access.

The residential development in eastern Rangiora will increase patronage on Route 97.



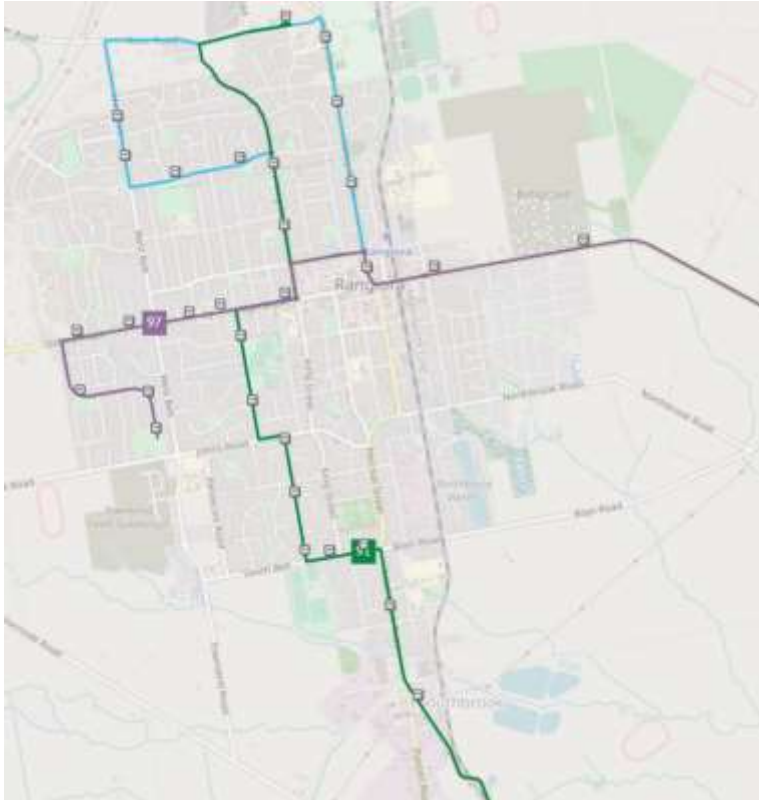


Figure 8-15 Bus routes in Rangiora at March 2025

9 Economic Analysis

To complete from economics memo

10 Summary

The optioneering and subsequent technical assessment of options, narrowed focus to the Do Minimum, four-laning of Southbrook Road and four variations of the existing REL route designation.

- The Do Minimum shows increasing traffic volumes and congestion on Southbrook Road leading traffic to take routes which are further and wider – for example, increasing traffic volumes on Rangiora-Woodend Road and Flaxton Road.
- Four laning of Southbrook Road provides additional north-south capacity and reduces travel times on this route. This leads to induced traffic, increasing severance which is compounded by the loss of parking and cycle facilities.
- Four variants of the REL alignment were assessed. While there are subtle differences in localised routing around Southbrook and the connection to Lineside Road, there is minimal difference between these options, and all appear to function at a similar level. Rephrased that, from a transportation perspective, none of the alternative REL alignments perform notable better than the designated alignment.



Appendices



Appendix A Review of CAST Model

As part of this work, we have undertaken a high-level review of the CAST model performance in current (2021) and future years. This has included checks on Southbrook Road, routes to/from SH1 and growth forecasts provides. The objective of these checks is to understand the representation of future conditions and the level of confidence when assessing options. Revalidation or rebasing the CAST model is outside the scope of this analysis.

A.1 Southbrook Road

Traffic counts recorded on Percival Street and Southbrook Road in 2022⁴ are compared against CAST v23a model volumes for 2021. This shows a reasonable level of model validation on the Southbrook north-south route, noting that Southbrook Road northbound in the AM peak is underestimated.

Table 10-1 Check of traffic volumes on Percival St & Southbrook Road (2022 count vs 2021 model)

Road	Location	Direction	AM Peak 08:00-09:00				PM Peak 16:30-17:30			
			Cnt	Mod	Diff	GEH	Cnt	Mod	Diff	GEH
PERCIVAL ST	north of South Belt	NBD	615	588	-27	1	764	848	84	3
PERCIVAL ST	north of South Belt	SBD	547	543	-4	0	497	576	80	3
SOUTHBROOK RD	south of Denchs Rd	NBD	767	615	-152	6	1,034	1,001	-32	1
SOUTHBROOK RD	south of Denchs Rd	SBD	957	922	-35	1	784	794	10	0

A similar check was applied using traffic counts from November 2024 on Southbrook Road, showing a level of similar underestimation.

Table 10-2 Check of traffic volumes on Southbrook Road (2024 count vs 2021 model)

Road	Location	Direction	AM Peak 08:00-09:00				PM Peak 16:30-17:30			
			Cnt	Mod	Diff	GEH	Cnt	Mod	Diff	GEH
SOUTHBROOK RD	south of Denchs Rd	NBD	757	615	-141	5	968	1,001	34	1
SOUTHBROOK RD	south of Denchs Rd	SBD	922	922	0	0	932	794	-138	5

Travel times in both directions on Southbrook Road between Northbrook Road and Flaxton Road are within the range of observed travel times, when comparing the 2021-year model with August 2024 observed TomTom data. The AM peak in both directions sits at the 65th percentile and PM Peak northbound around the 50th percentile. In general, the model overestimates median travel times on Southbrook Road.

⁴ As half hour time steps not available for the counts, the PM peak count (16:30-17:30) is approximated from two one-hour counts (16:00-17:00 & 17:00-18:00)



Transport Assessment of Options

Appendix A Review of CAST Model

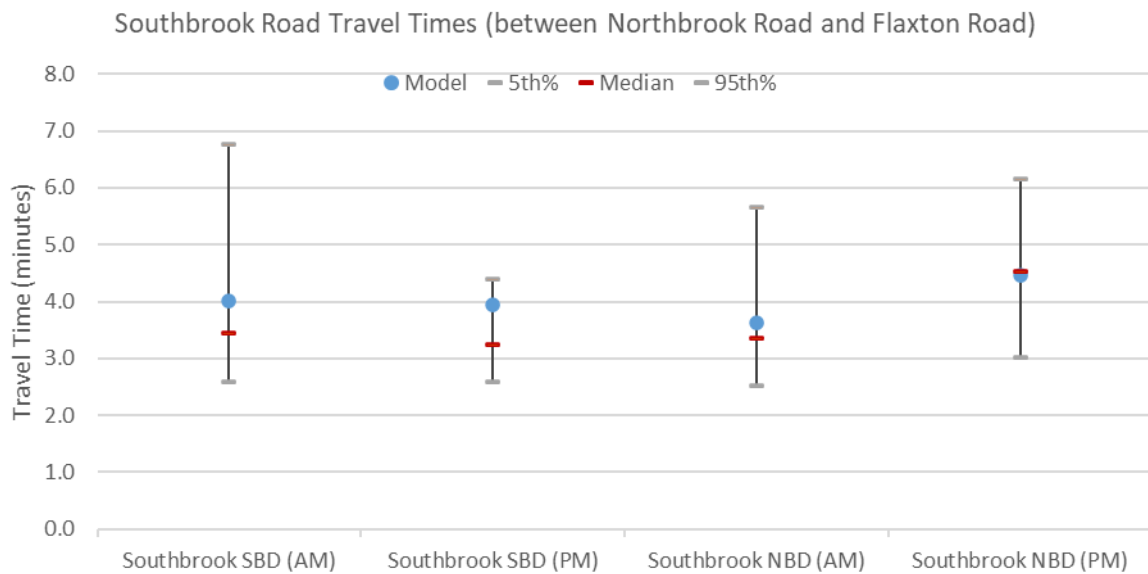


Figure 10-1 Graph of Southbrook Road observed vs modelled travel times

Table 10-3 Comparison of Southbrook Road observed vs modelled travel times

Route	TomTom Observed (August 2024)			CAST Model Year 2021		
Time Period	5th%	Median	95th%	Model	Difference to Median	
Southbrook Route – Southbound (Northbrook Road to Flaxton Road)						
AM Peak	2.6	3.4	6.8	4.0	+0.6	17%
PM Peak	2.6	3.2	4.4	4.0	+0.7	22%
Southbrook Route – Northbound (Flaxton Road to Northbrook Road)						
AM Peak	2.5	3.4	5.7	3.6	+0.3	8%
PM Peak	3.0	4.5	6.2	4.5	-0.1	-2%

Cumulative travel time along the route is presented as time against distance graphs in Figure 10-2 to Figure 10-5. These show that the traffic model represents most of the delay along the route at the Southbrook Road / Boys Road / South Belt signals.



Transport Assessment of Options
Appendix A Review of CAST Model

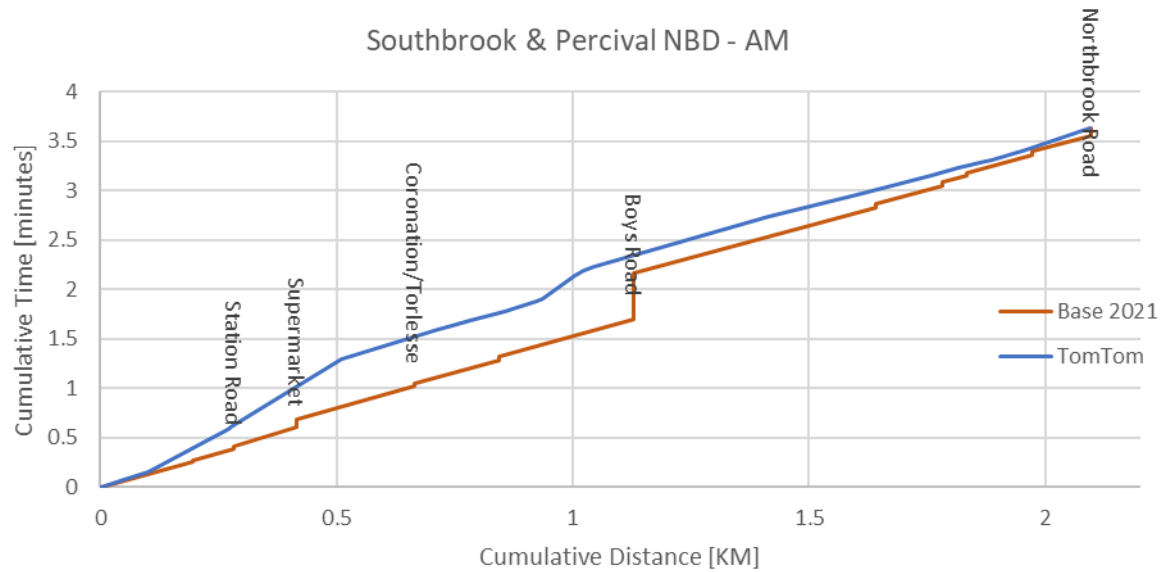


Figure 10-2 Cumulative travel time on Southbrook Road, northbound, in AM Peak (2021 model)

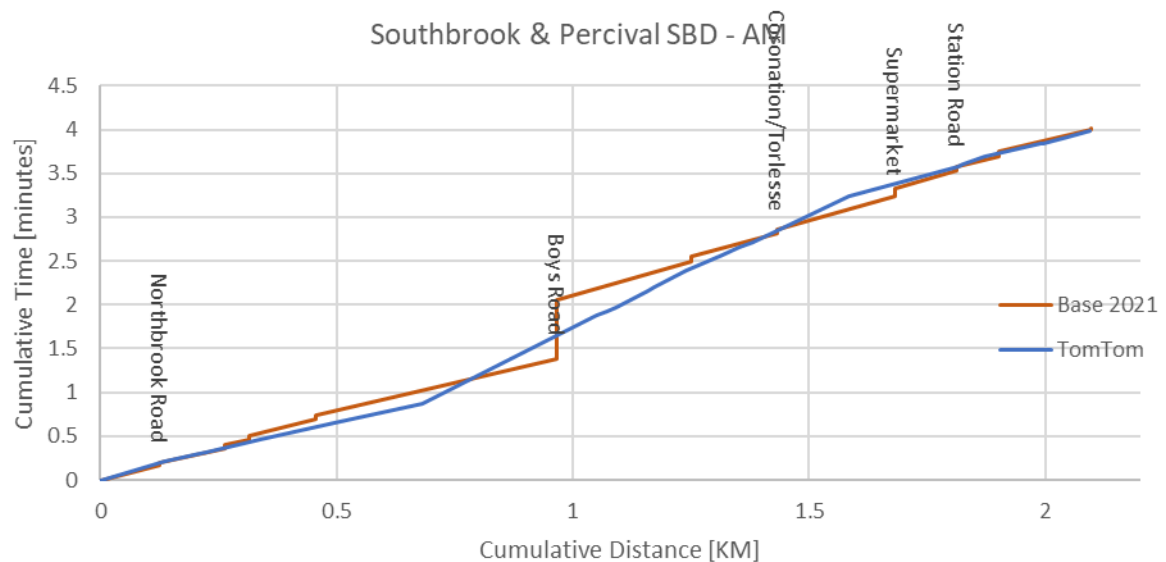


Figure 10-3 Cumulative travel time on Southbrook Road, southbound, in AM Peak (2021 model)



Transport Assessment of Options
Appendix A Review of CAST Model

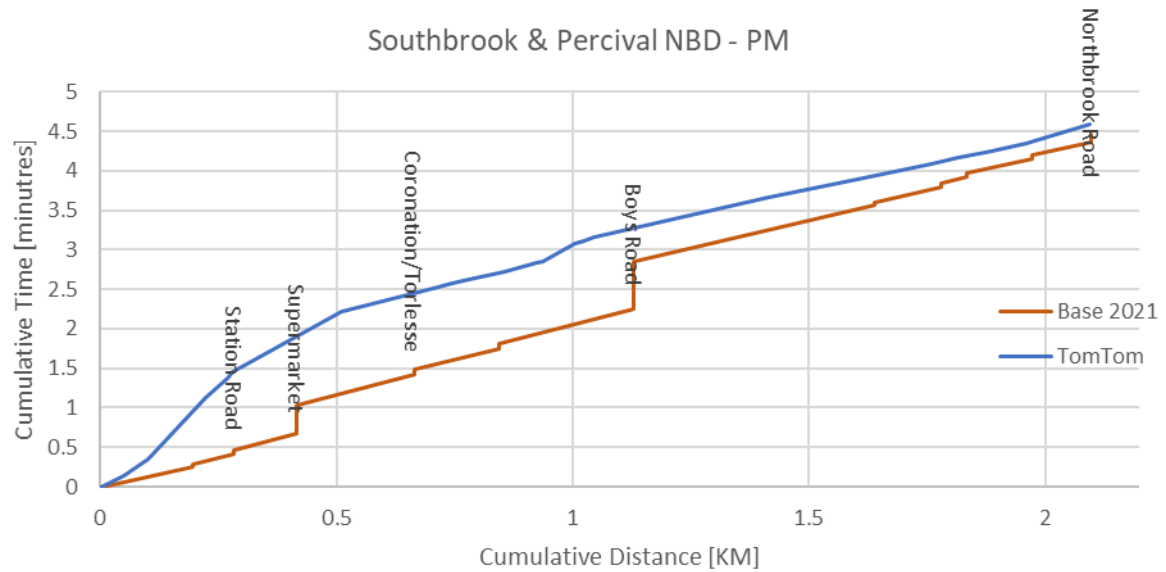


Figure 10-4 Cumulative travel time on Southbrook Road, northbound, in PM Peak (2021 model)

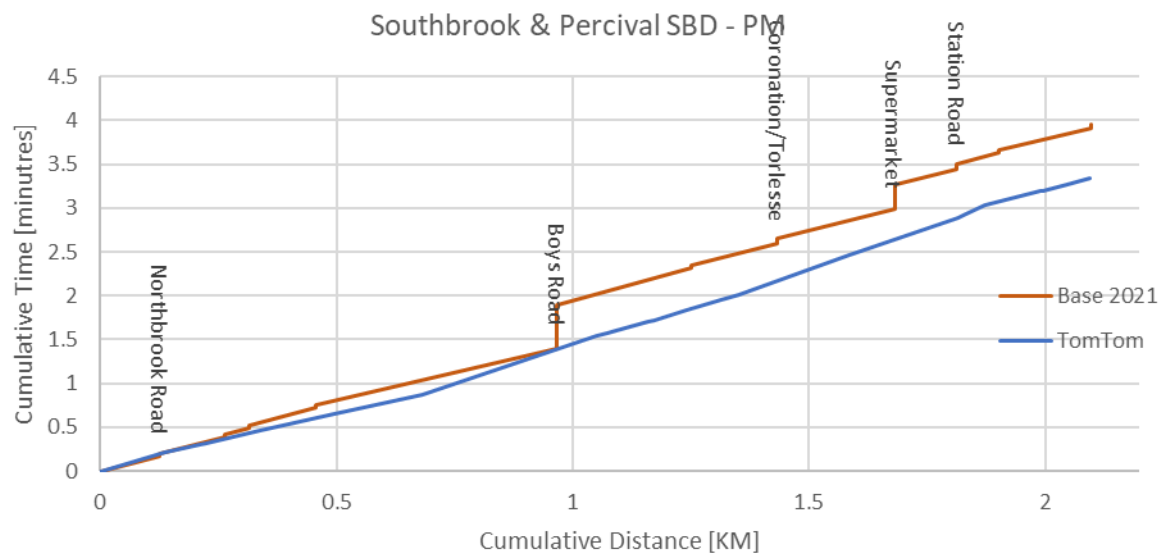


Figure 10-5 Cumulative travel time on Southbrook Road, southbound, in PM Peak (2021 model)



A.2 Routes to/from SH1

A further check reviewed traffic volumes on routes between SH1 and Rangiora as future year models suggested high traffic volumes on Greens Road.

The CAST model includes a series of validation screenlines in Figure 10-6 capturing traffic to/from Rangiora ("W5"), between Rangiora and SH1 ("W3"), and to the south ("W2"). These are understood to have achieved model validated criteria in the model update.

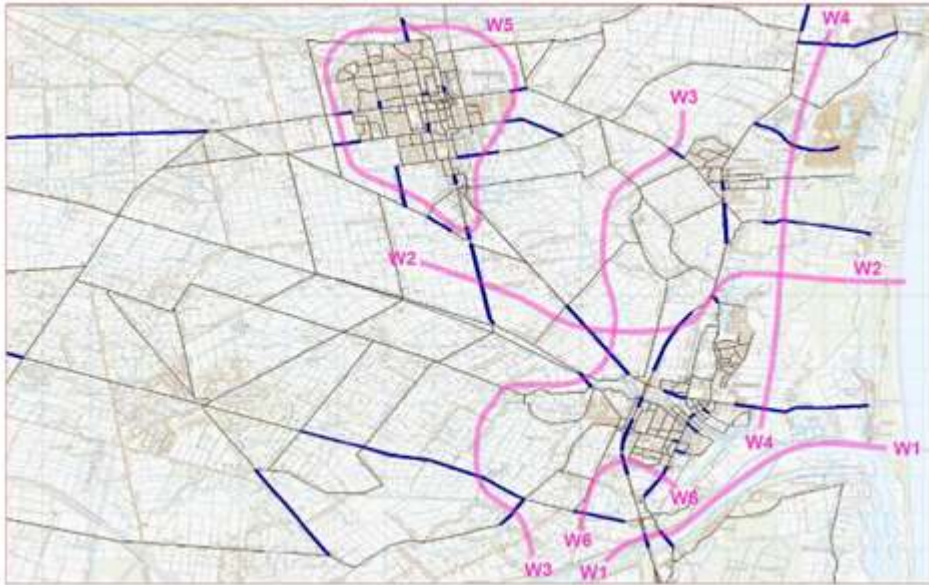


Figure 10-6 Screenlines used for CAST model validation

One notable omission from screenline "W3" is Tuahiwi Road and Greens Road meaning that there is a gap. The blue lines in the image below show where counts used for model validation are located. Revells Road is also missing from screenline "W2" capturing north/south traffic.

Council have provided traffic counts from 2021 which do not appear to have been used in the CAST model update. This completes a screenline in Figure 10-7 similar to "W3" and captures a route following Tuahiwi Road - Greens Road – Church Bush Road – Revells Road that traffic is using in the model.

Transport Assessment of Options

Appendix A Review of CAST Model

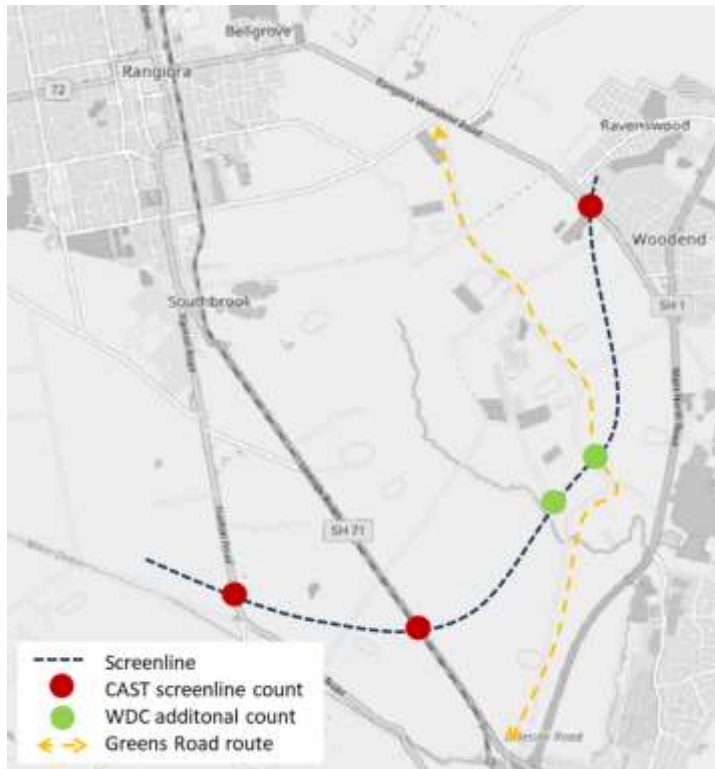


Figure 10-7 Screenline and count location

Comparing the traffic volumes across this screenline in Table 10-4 demonstrates:

- Lineside Road traffic volumes are low and Flaxton Road volumes are high, but both have acceptable GEH values
- Greens Road has significantly higher traffic volumes modelled than actual, in both peaks and both directions. Tuahiwi Road through the settlement is underutilised which account for a small part of the difference.
- Generally, more traffic is shown on these routes to & from Rangiora (except morning peak to Rangiora) which stems from the broader CAST model demands.

Table 10-4 Traffic volumes on screenline Rangiora to/from SH1 (2021 & 2022 counts vs 2021 model)

Road	Location	Direction	AM Peak 08:00-09:00				PM Peak 16:30-17:30			
			Cnt	Mod	Diff	GEH	Cnt	Mod	Diff	GEH
Flaxton Rd	South Fernside	NBD	330	373	43	2	691	827	136	5
Flaxton Rd	South Fernside	SBD	448	494	46	2	388	432	44	2
Lineside Rd	West Revells	NBD	603	530	-73	3	915	856	-59	2
Lineside Rd	West Revells	SBD	662	636	-26	1	713	694	-19	1
TUAHIWI RD	north of Cox Rd	NBD	67	26	-41	6	67	37	-30	4
TUAHIWI RD	north of Cox Rd	SBD	73	24	-49	7	33	17	-16	3
GREENS RD	north of Church Bush Rd	NBD	34	153	119	12	80	495	415	24
GREENS RD	north of Church Bush Rd	SBD	32	349	317	23	27	214	187	17
Rangiora Woodend Rd	400m N Chinnerys Rd	NBD	325	198	-127	8	339	340	1	0
Rangiora Woodend Rd	400m N Chinnerys Rd	SBD	204	271	67	4	320	341	21	1
from Rangiora / to SH1		SBD	1419	1774	355	9	1481	1698	218	5
to Rangiora / from SH1		NBD	1359	1278	-80	2	2092	2554	463	10



A.3 Growth forecasts

The transport model is built on land use forecasts prepared by Waimakariri District Council and the Greater Christchurch Partnership, overseen by the Model Management Group. The forecasts are broadly consistent with Statistics NZ (sub-national) population forecasts released in 2017 when applying the Medium-High projection to Waimakariri District.

The previous and transport assessment showed growth of about 2,500 households in eastern rangiora compared to around 5,780 additional lots currently signalled for the area. In reviewing the traffic demands from CAST v23a models, there is a notable drop in demand for zones representing the eastern growth areas from 2021 to 2028 before they increase again to 2028 and 2038. These trends are not reflective of growth from ~400 existing houses to 5000+ houses.

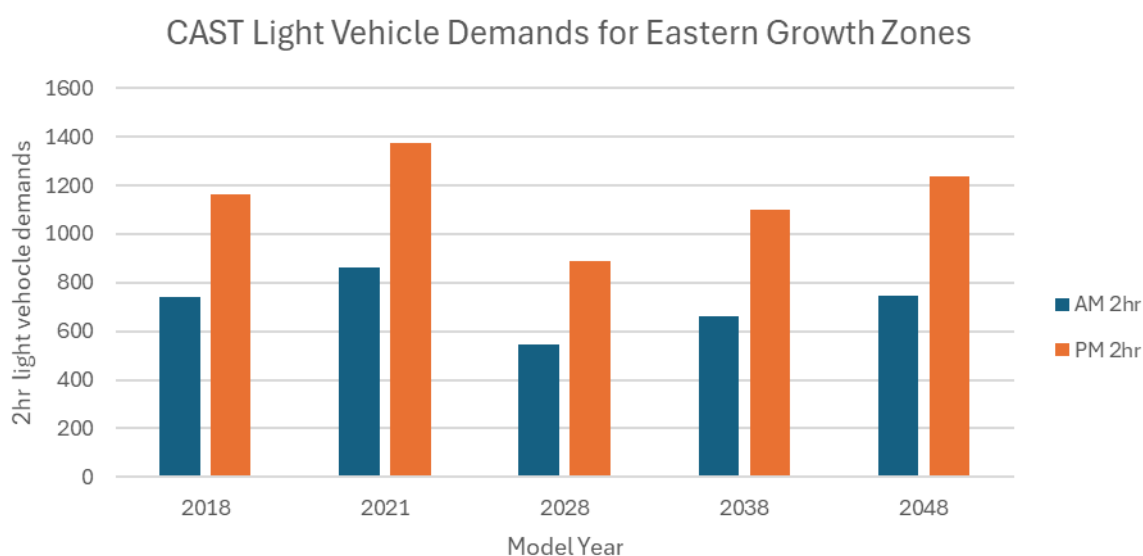


Figure 10-8 Future projections of traffic demand for eastern growth areas from CAST model v23a

Reviewing changes in population forecast in the CTM, Figure 10-9 shows the population in eastern rangiora (CTM zone 9) decreasing while growth is concentrated in the west (CTM zone 23 & 5) and centre of Rangiora (CTM zones 3, 6). There is no change in population forecast in CTM zone 8 where the Bellgrove subdivisions are underway.

To progress the modelling, the growth planned for eastern Rangiora (outlined in Table 3-1) has been applied to the CAST model demands for the forecast years. No changes are made to zones in the western growth areas given the model already represents development occurring there. This is the same approach that was used for assessing developer contributions (WSP, 2022).



Transport Assessment of Options
Appendix A Review of CAST Model

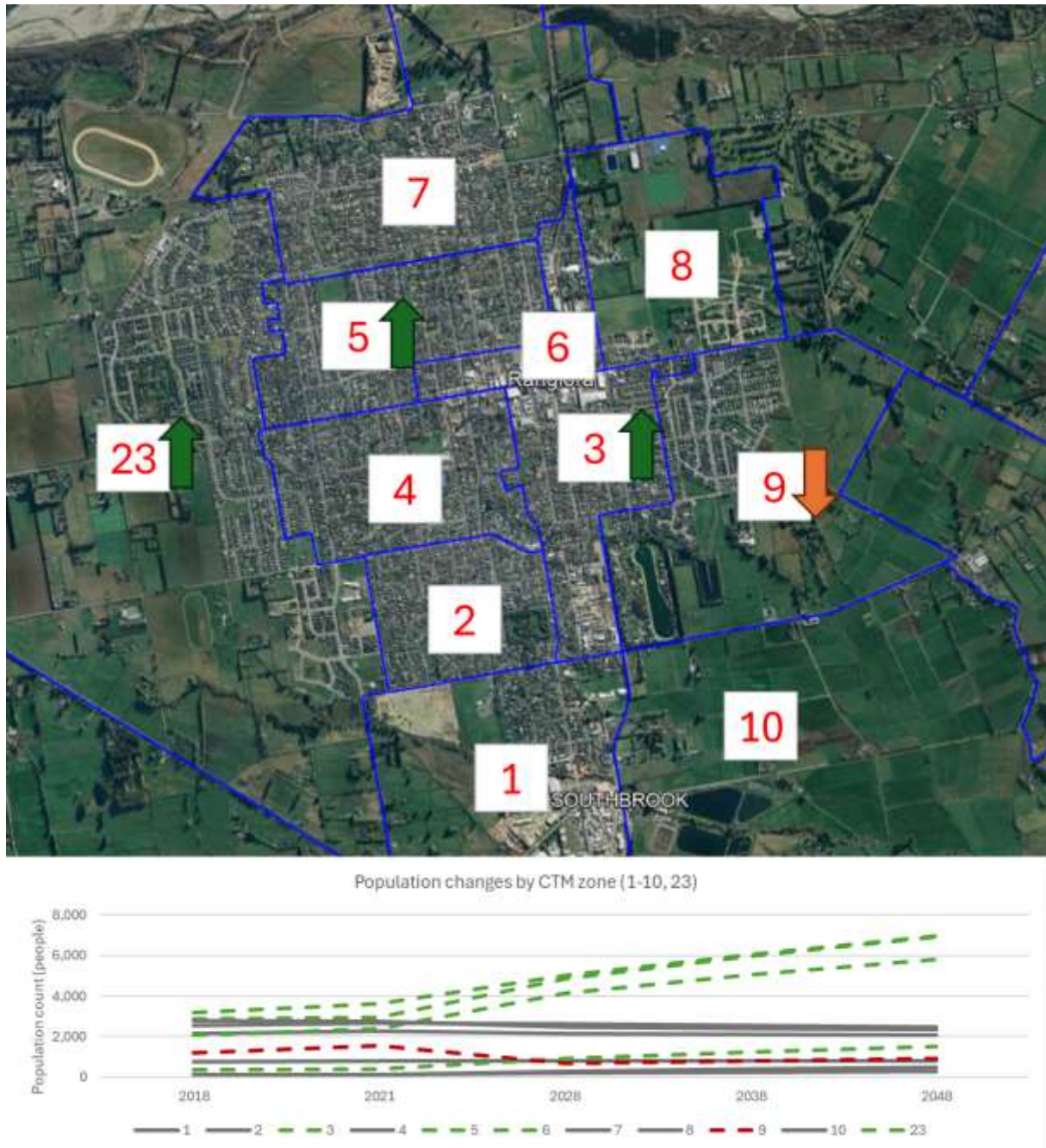


Figure 10-9 Change in population forecast in the CTM model for model zone numbers



Appendix B Model Network Assumptions

DRAFT



CTMs v21 Network Schemes

ID	Scheme Name	RCA	Opening Date	Workshop Model Yr	Modelled Year	CAST	CTM	Type	Location
301	Airport Southern Development Network	CCC	2016	2018	2018	Y	Y	Local Network	West
524	Fulton Hogan Development Network (CSW4)	CCC	2016	2018	2018	Y	Y	Local Network	South-West
2001	Intersection Improvement: Awatea /Wigram	CCC	2016	2018	2018	N	N	Signalised Intersection	South-West
162	Islington Park Drive Development	CCC	2016	2018	2018	Y	Y	Local Network	West
154	Marshland Rd Speed Reduction to 70kph (Prestons Rd to Belfast Rd)	CCC	2016	2018	2018	Y	Y	Speed Change	North-East
302	Pound Road (Resa) Deviation	CCC	2016	2018	2018	Y	Y	Deviation	West
728	Prestons Rd Signals at NW and NE Entrances to Prestons	CCC	2016	2018	2018	Y	Y	Signalised Intersection	North
184	Wigram Development Network (CSW1)	CCC	2016	2018	2018	Y	Y	Local Network	South-West
25	Wigram Magdala link (Overbridge)	CCC	2016	2018	2018	Y	Y	Network Improvements	South-West
610	Wigram Rd Speed Changes	CCC	2016	2018	2018	Y	Y	Speed Change	South-West
9999	CBD Speed Changes (AAC)	CCC	2016	2018	2018	Y	Y	Speed Change	CBD
612	Sparks Road Speed Changes	CCC	2017	2018	2018	Y	Y	Speed Change	South-West
501	Deans Ave/Riccanton Rd Signals	CCC	2018	2018	2018	Y	Y	Signalised Intersection	West
519	Frankleigh Ave/Lyttelton St/Sparks Rd Signals	CCC	2018	2018	2018	Y	Y	Signalised Intersection	South-West
719	Halswell / Augustine 4-Way Signals	CCC	2018	2018	2018	Y	Y	Signalised Intersection	South-West
520	Hoon Hay Rd/Sparks Rd Signals	CCC	2018	2018	2018	Y	Y	Signalised Intersection	South-West
709	Belfast /Main North	CCC	2019	2018	2018	Y	Y	Signalised Intersection	North
801	Pegasus Rbt	NZTA	2015	2018	2018	Y	Y	Roundabout	Waimakariri
174	Pound Road Deviation to SH1 (Close Barbers Rd)	NZTA	2017	2018	2018	Y	Y	Deviation	West
79	Western Corridor - Groynes - to Sawyers	NZTA	2017	2018	2018	Y	Y	Widening	West
305	Airport Southern Access Interchange	NZTA	2018	2018	2018	Y	Y	Network Improvements	West
304	Memorial Russley Interchange	NZTA	2018	2018	2018	Y	Y	Network Improvements	West
1111	Norwich Quay, Lyttelton Ped signals.	NZTA	2018	2018	2018	N	N	Ped signals (E Sutton Quay)	Lyttelton
298	Western Belfast Bypass	NZTA	2018	2018	2018	Y	Y	Network Improvements	North
35	Western Corridor - Sawyers to Memorial	NZTA	2018	2018	2018	Y	Y	Widening	West
408	Brougham/Collins/Simeon LLO Signals & Cycle/Ped Crossing	NZTA/CCC	2015	2018	2018	Y	Y	Signals	West
810	Agricultural Park Access (Templetons/Halswell/Augustine)	NZTA/CCC	2018	2018	2018	Y	Y	Network Improvements	South-West
201	Rolleston Development Network (Dynes Rd and Rolleston Drive-SH1	SDC	2016	2018	2018	Y	Y	Local Network	Selwyn
480	Tennyson/Kidman Roundabout	SDC	2016	2018	2018	Y	Y	Roundabout	Selwyn
482	Traffic Signals at Masefield Dr/Rolleston Dr	SDC	2018	2018	2018	Y	Y	Signalised Intersections	Selwyn
1111	Traffic Signals Hoskyns/Jones Rd Intersection Upgrade	SDC/NZTA	2016	2018	2018	Y	Y	Signalised Intersection	Selwyn
4002	Traffic Signals at Hoskyns/Jones Rd	SDC/NZTA	2018	2018	2018	Y	Y	Signalised Intersection	Selwyn
450	Ashley/High/Ivory Intersection (Red Lion corner)	WDC	2015	2018	2018	Y	Y	Signalised Intersection	Waimakariri
3001	Flaxton / Lineside Intersection Realignment	WDC	2015	2018	2018	Y	Y	Deviation	Waimakariri
450	High Street / Ashley Street Reconfiguration	WDC	2015	2018	2018	Y	Y	Signalised Intersection	Waimakariri
451	High Street/Eastbelt Roundabout	WDC	2015	2018	2018	Y	Y	Roundabout	Waimakariri
515	Ohoka Rd/Island Rd (W Ohoka offramp)	WDC	2015	2018	2018	Y	Y	Network Improvement	Waimakariri
3002	Southbrook Road Traffic Signals (pak'n save)	WDC	2016	2018	2018	Y	N	Signalised Intersection	Waimakariri
452	Southbrook Road/South Belt Intersection Upgrade	WDC	2016	2018	2018	Y	Y	Signalised Intersection	Waimakariri
3003	Bayliss Drive Extension to Lees Rd	WDC	2018	2018	2018	Y	N	New Link	Waimakariri
3004	Beach / Smith / Williams Rbt	WDC	2018	2018	2018	Y	Y	Roundabout	Waimakariri
3003	Rangiora NW Bypass (Silverstream)	WDC	2018	2018	2018	Y	Y	New Link	Waimakariri
3333	Replacement of Ashley River Bridge	WDC/NZTA	2015	2018	2018	N	N	Bridge Upgrade	Waimakariri
2004	Disused Christchurch Red Zone Roads		2016	2018	2018	Y	Y	Road Stopping	East
2002	CBD 30kph Speed Limit Extension	CCC	2019	2021	2021	Y	Y	Speed Change	CBD
715	Sparks / Hendersons Signalised 4-Way	CCC	2019	2021	2021	Y	Y	Signalised Intersection	South-West
525	Prestons Development Network	CCC	2020	2021	2021	Y	Y	Local Network	North-East
169	Belfast Industrial Development Network (CB1)	CCC	2021	2028	2021	Y	Y	Local Network	North
210	Cranford St 4 Laning - NAE to Innes	CCC	2021	2028	2021	Y	Y	Widening	North
999	Hereford St (Manchester-Cambridge)	CCC	2021	2028	2021	Y	Y	AAC Improvements	CBD
410	Intersection Safety: Barrington/ Lincoln/ Whiteleigh	CCC	2021	2028	2021	Y	Y	Signalised Intersection	South-West
999	Victoria St	CCC	2021	2028	2021	Y	Y	AAC Improvements	CBD
1001	Perimeter Rd / Ron Guthrey Rd Signals	CIAL	2019	2028	2021	Y	Y	Signalised Intersection	West
1111	Pineacres Intersection Upgrade	NZTA	2019	2028	2021	N	N	Safety Improvement	Waimakariri
739	Broughs Rd Extension	NZTA	2019	2028	2021	Y	Y	Deviation	West
94	Christchurch Southern Motorway (CSM1 and CSM2)	NZTA	2019	2028	2021	Y	Y	Network Improvements	South-West
95	Main South Rd Four-Laning (MSRFL) inc Weedons Ross Interchange	NZTA	2019	2028	2021	Y	Y	Network Improvements	South-West
527	Marshes Rd/Shands Rd Signals	NZTA	2019	2028	2021	Y	Y	Signalised Intersection	South-West
611	Halswell Road Speed Changes	NZTA	2021	2028	2021	Y	Y	Speed Change	South-West
8	Northern Arterial Belfast South Facing Ramps	NZTA	2021	2028	2021	Y	Y	Network Improvements	North
7	QE II 4 Laning - Main North Rd to Innes Rd	NZTA	2021	2028	2021	Y	Y	Widening	North
403	Waimak Bridge 3N 2S + HOV	NZTA	2021	2028	2021	Y	Y	Widening	Waimakariri
1002	Woodend Corridor Improvements (Ped Safety)	NZTA	2021	2028	2021	Y	Y	Network Improvements	Waimakariri
6	Northern Arterial with Extension (QEII Dr to Cranford St)	NZTA/CCC	2021	2028	2021	Y	Y	Network Improvements	North
6	Northern Arterial with Extension (QEII Dr to Cranford St)	NZTA/CCC	2021	2028	2021	Y	Y	Network Improvements	North
483	Traffic Signals Lowes/Dunns/Goulds/Spring Rolleston	SDC	2019	2028	2021	Y	Y	Close Goulds Road & Signalise Int	Selwyn
490	Shands/Blakes Rd Roundabout	SDC	2021	2028	2021	Y	Y	Roundabout	Selwyn
484	Traffic Signals at Rolleston Dr/Tennyson St	SDC	2021	2028	2021	Y	Y	Signalised Intersections	Selwyn
4005	Markham Way Traffic Calming	SDC	2022	2028	2021	Y	N	Traffic Calming	Selwyn
492	Springs/Marshs Rd Roundabout	SDC	2021	2028	2021	Y	Y	Roundabout	Selwyn
603	Weedons (Ross) / Jones and Levi intersections upgrades	SDC	2021	2021	2021	Y	Y	Intersection	Selwyn
SDC_N-6	Traffic signals at Rolleston/Dryden	SDC	2028	2028	2021	Y	N	Signals	Selwyn
her SH1 PBC	her SH1 PBC Park'n Ride	SDC / WK / Ecan	2026	2021	2021	N	Y	Park'n Ride	Selwyn
602	SH1/Tennyson St/Brookside Rd Intersection Modifications	SDC/NZTA	2019	2028	2021	Y	Y	Intersections (Left in, Left Out)	Selwyn

CTMs v21 Network Schemes

ID	Scheme Name	RCA	Opening Date	Workshop Model Yr	Modelled Year	CAST	CTM	Type	Location
602	SH1/Tennyson St/Brookside Rd Intersection Upgrade	SDC/NZTA	2022	2028	2021	Y	Y	Intersections (Left in, Left Out)	Selwyn
3005	Townsend Rd - West Belt Link Road	WDC	2020	2021	2021	Y	Y	New Link	Waimakariri
WDC_N-C	SH1 & Woodend School (Ped Traffic Signal)	WDC	2021	2021	2021	Y	N	Traffic Signal	Waimakariri
WDC_N-D	Main Nth Rd & Tram Rd (Traffic Signal)	WDC	2021	2021	2021	Y	Y	Traffic Signal	Waimakariri
WDC_N-E	Flaxton Rd (upgraded collector)	WDC	2021	2021	2021	Y	N	Capacity improvement?	Waimakariri
WDC_N-H	Ivory Street, High to Buckham (Upgraded collector)	WDC	2020	2021	2021	Y	N	Capacity improvement?	Waimakariri
WDC_N-J	Flaxton Rd (upgraded collector)	WDC	2021	2021	2021	N	N		Waimakariri
46	Belfast Village Development Network (CN1 Applefields)	CCC	2019	2028	2028	Y	Y	Local Network	North
2222	Colombo Street (Bealey-Kilmore)	CCC	2020	2028	2028	Y	Y	AAC Improvements	CBD
725	HJR Extension	CCC	2023	2028	2028	Y	Y	Deviation	South-West
402	Intersection Improvement: Cashmere/ Hoon Hay/Worsleys	CCC	2022	2028	2028	Y	Y	Signalised Intersection	South
503	Marshland Rd/Hawkins Rd/Lower Styx Rd Signals	CCC	2023	2028	2028	Y	Y	Signalised Intersection	North-East
731	Orchard / Wairakei Priority Converted to Rbt	CCC	2028	2028	2028	Y	Y	Roundabout	West
999	High Street (Hereford-Manchester)	CCC	2022	2028	2028	Y	Y	AAC Improvements	CBD
999	High Street (Manchester-St Asaph)	CCC	2025	2028	2028	Y	Y	AAC Improvements	CBD
712	Main North/Marshland/Spencerville	CCC	2022	2028	2028	N	N	Signalised Intersection	North-East
2003	Route Improvement: Stanleys Road	CCC	2022	2028	2028	Y	N	Intersection Improvement	North-West
531	Grimseys Rd/Prestons Rd Signals	CCC	2026	2028	2028	Y	Y	Signalised Intersection	North
999	Lichfield Stg2	CCC	2023	2028	2028	Y	Y	AAC Improvements	CBD
26	Lincoln Road 4 Laning - Curletts Rd to Wrights Rd	CCC	2023	2028	2028	Y	Y	Widening	South-West
1111-E	New Brighton Improvements	CCC	2023	2028	2028	Y	N	Network Improvements	East
999	Tuam stg2	CCC	2023	2028	2028	Y	Y	AAC Improvements	CBD
51	Northwood Blvd/Johns/Groynes Intersection	CCC	2024	2028	2028	Y	Y	Signalised Intersection	North
526	Harewood Cycle Project - Nunweek Blvd to Highstead Rd	CCC	2026	2028	2028	Y	Y	Network Improvements	West
720	PC68 Local Road Network Changes	CCC	2024	2028	2028	Y	Y	Local Network	South-West
732	Pound / Ryans Priority Converted to Rbt	CCC	2024	2028	2028	Y	Y	Roundabout	West
4	Greers/Northcote/Sawyers Arms Signals	CCC	2027	2028	2028	Y	Y	Signalised Intersection	North
733	Hawkins / Prestons Signals	CCC	2028	2028	2028	Y	Y	Signalised Intersection	North
3	Northcote Road 4 Laning - Sawyers Arms Rd to Main North Rd	CCC	2031	2028	2028	Y	Y	Widening	North
530	Amyes/Springs Intersection	CCC	2027	2028	2028	Y	Y	Signalised Intersection	South-West
517	Awatea Rd/Springs Rd Signals	CCC	2027	2028	2028	Y	Y	Signalised Intersection	South-West
529	Burwood Rd/Mairehau Rd Signals	CCC	2024	2028	2028	Y	Y	Signalised Intersection	North
722	CB7 Spine Rd Option 5	CCC	2028	2028	2028	Y	Y	Local Network	South-West
741	Collector Rd Through CSW6 (Southerlands / Cashmere Rd area)	CCC	2028	2028	2028	Y	Y	Local Network	South-West
721	Milns / Sparks / Sutherlands Signalised Ts	CCC	2028	2028	2028	Y	Y	Signalised Intersection	South-West
187	Symes Rd Closure	CCC	2028	2028	2028	N	N	Road Stopping	South-West
186	Symes Rd Extension to Havard Ave	CCC	2028	2028	2028	N	N	Local Network	South-West
710	Highstead/ Sawyers Arms	CCC	2030	2028	2028	N	N	Signalised Intersection	North
723	CB7 Spine Rd Option 6 (incremental to Opt 5)	CCC	2028	2028	2028	Y	Y	Local Network	South-West
738	Collector Road Through CSW7	CCC	2024	2028	2028	Y	Y	Local Network	South-West
523	Highfield Park Development Network (CN5 & CN6)	CCC	2028	2028	2028	Y	Y	Local Network	North
407	New Links : Candys to Quaifes	CCC	2028	2028	2028	Y	Y	Deviation	South-West
734	Revised Belfast Area Plan Spine Rd (CB1)	CCC	2031	2028	2028	Y	Y	Local Network	North
716	Sparks / CAP Extension Signalised T	CCC	2031	2028	2028	Y	Y	Signalised Intersection	South-West
CCC_N-2	Prestons/Main North Improvement	CCC	2026	2028	2028	Y	Y	Priority Intersection	North
CCC_N-9	Lincoln Road PT priority - Whiteleigh to Wrights (also RLTP)	CCC	2025	2028	2028	Y	Y	Bus Lanes	West-Inner
CCC_N-15	Sockburn Roundabout & Lowther Intersection Improvement	CCC	2026	2028	2028	Y	Y	Signalise Lowther	West
CCC_N-16	Annex, Birmingham & Wrights Corridor Improvement	CCC	2023	2028	2028	N	N	Corridor Improvement	West
CCC_N-34	Clyde, Riccarton & Wharenui Intersection Improvements	CCC	2027	2028	2028	Y	Y	Signalised Intersection	West Inner
CCC_N-35	Dickeys & Main North Rd Intersection Improvement	CCC	2028	2028	2028	Y	Y	Signalised Intersection	North
CCC_N-37	Disraeli, Harman & Selwyn Intersection Improvement	CCC	2028	2028	2028	Y	Y	Roundabout	South-Central
CCC_N-39	Moorhouse/Stewart Signals	CCC	2025	2028	2028	Y	N	Signalised Intersection	South-Central
CCC_N-40	Main North QEII & Pak'N Save Signals	CCC	2028	2028	2028	Y	Y	Signalised Intersection	North
523*	Highfield Commercial	CCC	2028	2028	2028	Y	Y	Local Network	North
CCC_N-41	Area behind Ara (St Asaph 1way) 30kph Fitz to Madras.	CCC	2028	2028	2028	Y	Y	Speed Change	Central
CCC_N-42	Riccarton/Illam/Wharenui Intersection Improvement.	CCC	2022	2028	2028	Y	Y	Signalised Intersection	West Inner
CCC_N-43	Eastgate PT hub staged ped crossing and bus gate	CCC	2028	2028	2028	Y	N	Ped Signals	East
CCC_S-1	Safety - Harewood Road & Greers Road	CCC	2024		2028	Y	N	Signals safety change	North-West
CCC_S-2	Safety - Shirley Rd & Marshland Rd	CCC	2024		2028	Y	N	Signals safety change	North-East
CCC_S-3	Safety - Ferry Road & Aldwins Road	CCC	2024		2028	Y	N	Signals safety change	South-East
CCC_S-4	Safety - Moorhouse Avenue & Blenheim Road	CCC	2024		2028	Y	N	Signals safety change	Central
CCC_S-5	Safety - Selwyn Street & Moorhouse Avenue	CCC	2024		2028	Y	N	Signals safety change	Central
CCC_S-6	Safety - Moorhouse Avenue & Durham Street South	CCC	2024		2028	Y	N	Signals safety change	Central
CCC_S-7	Safety - Moorhouse Avenue & Manchester Street	CCC	2024		2028	Y	N	Signals safety change	Central
CCC_S-8	Safety - Gasson Street & Wordsworth Street	CCC	2024		2028	N	N	Signals safety change	South
CCC_S-9	Safety - Aldwins Rd - Ferry Rd to 100m N of Newcastle St	CCC	2024		2028	Y	Y	Speed reduction	East
CCC_S-10	Safety - Blenheim Rd Deans Ave to Main South Rd	CCC	2024		2028	Y	Y	Speed reduction	West
CCC_S-11	Safety - Bridge Street - SH74 to 310m E of SH74	CCC	2024		2028	Y	Y	Speed reduction	East
CCC_S-12	Safety - Buckleys Rd - Rhona St to McGregors Rd	CCC	2024		2028	Y	Y	Speed reduction	East
CCC_S-13	Safety - Ensors Rd - Opawa Rd to MacKenzie Ave	CCC	2024		2028	Y	Y	Speed reduction	East
CCC_S-14	Safety - Linwood Ave Jollie St to SH74	CCC	2024		2028	Y	Y	Speed reduction	East
CCC_S-15	Safety - Mills Rd Prestons Rd SNP	CCC	2024		2028	Y	Y	Speed reduction	North-East
CCC_S-16	Safety - Mt Pleasant Rd Summit Rd - UpperMajorHornbrook Rd	CCC	2024		2028	Y	Y	Speed reduction	South-East
CCC_S-17	Safety - Pound Rd Ryans Rd - Yaldhurst Rd SNP	CCC	2024		2028	Y	Y	Speed reduction	West

CTMs v21 Network Schemes

ID	Scheme Name	RCA	Opening Date	Workshop Model Yr	Modelled Year	CAST	CTM	Type	Location
CCC_S-18	Safety - Wigram Road - Platinum to Hayton	CCC	2024		2028	Y	Y	Speed reduction	South-West
CCC_N-38	Programme - Intersection Upgrade (Brougham & Moorhouse Area)	CCC/WK	2028	2028	2028	N	Y	?	South-Central
WK_N-1	NZUP - SH75 Halswell Rd Buslanes (Dunbars to Curletts)	NZTA	2025	2028	2028	Y	Y	Bus Lanes	South-West
WK_N-2	NZUP - SH76 Brougham Street Improvements	NZTA	2025	2028	2028	N	N	?	South-Central
4003	Wordsworth St Extension	SDC	2021	2028	2028	Y	N	Network Improvements	Selwyn
4001	Rolleston LURP Business NE Zone Network	SDC	2019	2028	2028	Y	Y	Network Improvements	Selwyn
4004	Markham Way Extension	SDC	2020	2028	2028	Y	N	Network Improvements	Selwyn
4006	Moore St Extension	SDC	2026	2028	2028	Y	N	Network Improvements	Selwyn
4007	Moore/Markham/Norman Kirk Intersection	SDC	2026	2028	2028	Y	N	Realignment	Selwyn
4008	Tennyson/Moore Roundabout	SDC	2026	2028	2028	Y	N	Roundabout	Selwyn
488	Shands/Hamptons Rd Roundabout	SDC	2022	2028	2028	Y	Y	Roundabout	Selwyn
487	Springs/Hamptons Rd Roundabout	SDC	2022	2028	2028	Y	Y	Roundabout	Selwyn
489	Shands/Trents Rd Roundabout	SDC	2022	2028	2028	Y	Y	Roundabout	Selwyn
4009	Traffic Signals Gerald St/West Belt	SDC	2027	2028	2028	Y	N	Signalised Intersection	Selwyn
4444	Gerald Street Upgrade (Eastern End)	SDC	2027	2028	2028	N	N	?	Selwyn
481	Lowes/Levi/Masefield Roundabout Upgrade	SDC	2024	2028	2028	Y	Y	Roundabout	Selwyn
493	Ellesmere Road Upgrade (Trices-Sabeys)	SDC	2025	2028	2028	Y	Y	Network Improvements	Selwyn
4010	Gerald Street/Vernon Drive Signals	SDC	2029	2028	2028	Y	N	Signalised Intersection	Selwyn
4444	Gerald Street Upgrade (Transitional Zone)	SDC	2029	2028	2028	N	N	?	Selwyn
4444	Gerald Street Upgrade (Western End)	SDC	2031	2028	2028	N	N	?	Selwyn
SDC_N-1	Springs/Tosswill	SDC	2026	2028	2028	Y	Y	Signals	Selwyn
SDC_N-2	Selwyn/Weedons Road	SDC	2027	2028	2028	Y	Y	Priority Intersection	Selwyn
SDC_N-3	Goulds/East Maddisons Road	SDC	2029	2028	2028	Y	Y	Roundabout	Selwyn
SDC_N-14	Springs Road Speed Reduction	SDC	2021	2028	2028	Y	Y	Speed Change	Selwyn
601	SH1 Flyover Rolleston Dr to Hoskyns Rd (remove signals)	SDC/NZTA	2023	2028	2028	Y	Y	Network Improvements	Selwyn
1004	SH1 Hoskyns Rd Slip Lane Izone Access	SDC/NZTA	2023	2028	2028	Y	Y	Slip Lane	Selwyn
1006	SH1/Rolleston Dr South Roundabout	SDC/NZTA	2038	2038	2028	Y	Y	Roundabout	Selwyn
1006	SH1/Rolleston Dr South Right Turn Prevention	SDC/NZTA	2041	2038	2028	Y	Y	Intersections (Left in, Left Out)	Selwyn
SDC_N-4	Burnham School/Dunns Crossing Road traffic signals	SDC/WK	2031	2028	2028	Y	N	Signals	Selwyn
SDC_N-5	Lowes/Dunns Crossing Road roundabout	SDC/WK	2031	2028	2028	Y	Y	Roundabout	Selwyn
SDC_N-7	Walkers/Two Chain Roundabout	SDC/WK	2028		2028	Y	N	Roundabout	Selwyn
SDC_N-8	Brookside/Burnham School Rd Roundabout	SDC/WK	?		2028	Y	N	Roundabout	Selwyn
SDC_N-9	Rolleston Dr/Brookside Roundabout	SDC/WK	2025		2028	Y	N	Roundabout	Selwyn
SDC_N-10	Rolleston Dr Sth/SH1 2L Roundabout	SDC/WK	?		2028	Y	Y	Roundabout	Selwyn
SDC_N-11	Dunns Crossing/Walkers/SH1 2L Roundabout	SDC/WK	?		2028	Y	Y	Roundabout	Selwyn
SDC_N-12	SH1/Burnham/Aylesbury 2L Roundabout	SDC/WK	?		2028	Y	Y	Roundabout	Selwyn
SDC_N-13	Weedons IC metering	SDC/WK	2028	2028	2028	N	N	Signalise Roundabout approach	Selwyn
3012	Spark Lane (Kippenberger to Northbrook) and Connections	WDC	2019	2028	2028	Y	N	New Link	Waimakariri
3006	Silverstream Blvd Extension to Adderley Terrace	WDC	2022	2028	2028	Y	Y	New Link	Waimakariri
3333	Skew Bridge alignment/replacement	WDC	2025	2028	2028	N	N	Bridge Upgrade	Waimakariri
3014	Connecting road between River and Lehman's Roads	WDC	2026	2028	2028	Y	N	New Link	Waimakariri
3333	Northern motorway congestion – park 'n' ride infrastructure (Rangiora, Kaiapoi)	WDC	2027	2028	2028	N	Y	PT	Waimakariri
3007	Boys / Harris / Rangiora Woodend / Tuahiwi Upgrade	WDC	2028	2028	2028	Y	Y	Roundabout	Waimakariri
3008	Boys / Gressons / Northbrook Roads Speed Reduction	WDC	2028	2028	2028	Y	Y	Speed Change	Waimakariri
3009	Rangiora Woodend Road Speed Reduction	WDC	2028	2028	2028	Y	Y	Speed Change	Waimakariri
454	Ravenswood Spine Road	WDC	2021	2028	2028	Y	Y	New Link	Waimakariri
3010	Smith St Signals East of Tunas Street	WDC	2028	2028	2028	Y	N	Signalised Intersection	Waimakariri
3011	Pegasus Road connecting to Gladstone Road	WDC	2031	2028	2028	Y	Y	New Link	Waimakariri
3013	Tuahiwi Rd Speed Reduction	WDC	2028	2028	2028	Y	Y	Speed Change	Waimakariri
3333k	Bradleys / McHugh's / Tram	WDC	2025	2028	2028	N	N	New roundabout	Waimakariri
WDC_N-A	Fernside Rd & Flaxton Rd (Roundabout)	WDC	2021	2021	2028	Y	Y	Roundabout	Waimakariri
WDC_N-1	Rangiora-Woodend Rd & SH1 (NZTA)	WDC	2023	2028	2028	Y	Y	Left in/left out only	Waimakariri
WDC_N-3	Southbrook Rd & Torlesse St & Coronation St	WDC	2023	2028	2028	Y	N	New traffic signal	Waimakariri
WDC_N-4	Fernside Rd Level Crossing	WDC	2026	2028	2028	N	N	Railway crossing closure	Waimakariri
WDC_N-5	Mulcocks Rd Level Crossing	WDC	2026	2028	2028	N	N	Railway crossing closure	Waimakariri
WDC_N-10	Kippenberger Ave & MacPhail Ave	WDC	2025	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-11	SH1 & Williams St (NZTA) (Pineacres Int Upgrade)	WDC	2023	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-12	SH1 & Woodend Beach Rd (NZTA)	WDC	2023	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-13	SH1 & Woodend Rd (NZTA)	WDC	2023	2028	2028	Y	Y	New traffic signal	Waimakariri
WDC_N-14	Oxford Rd & Lehman's Rd	WDC	2027	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-16	Ohoka Rd & Island Rd	WDC	2023	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-17	Oxford Rd & Charles Upham Dr	WDC	2025	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-18	Todds Rd & Fernside Rd	WDC	2024	2028	2028	Y	N	New right turn bay	Waimakariri
WDC_N-19	Charles Upham Dr, Valour Dr to Huntingdon	WDC	2022	2028	2028	Y	N	New collector	Waimakariri
WDC_N-24	Fernside Rd & Townsend Rd	WDC	2028	2028	2028	Y	Y	New roundabout	Waimakariri
WDC_N-26	Lehman's Rd & Fernside Rd	WDC	2029	2028	2028	Y	N	Intersection realignment	Waimakariri
WDC_N-29	Tram Road Interchange Western Signals	WDC	2021	2028	2028	Y	Y	new traffic signals	Waimakariri
485	Traffic Signals Springs/Gerald/Ellesmere Junction Rd	SDC	2031	2031	2031	Y	Y	Signalised Intersection	Selwyn
504	Belfast Rd/Marshland Rd Signals	CCC	2031	2038	2038	Y	Y	Signalised Intersection	North-East
999	Salisbury Street and Kilmore Street	CCC	2031	2038	2038	Y	Y	AAC Improvements	CBD
999	Gloucester Street (Madras-Manchester)	CCC	2030	2038	2038	Y	Y	AAC Improvements	CBD
406	NWRA Area 2 Collector Road	CCC	2031	2038	2038	Y	Y	Network Improvements	West
22	Ferry Rd 4 Laning - Aldwins Rd to Fitzgerald Ave	CCC	2038	2038	2038	Y	Y	Widening	East
726	Shands Rd 4-laning CSM2 - HJR	CCC	2031	2038	2038	N	N	Network Improvements	West

CTMs v21 Network Schemes

ID	Scheme Name	RCA	Opening Date	Workshop Model Yr	Modelled Year	CAST	CTM	Type	Location
704	Wairakei/Woolridge	CCC	2036	2038	2038	N	N	Signalised Intersection	West
516	Cashmere Rd/Centaurus Ave/Colombo St/Dyers Pass Signals	CCC	2039	2038	2038	N	N	Signalised Intersection	South
CCC_N-3	Cathedral Square Improvements	CCC	2031	2038	2038	Y	N	Network Improvements	Central
CCC_N-23	Cranford Street Intersection Improvement	CCC	2026	2038	2038	N	N	?	North
CCC_N-26	Cranford Street New Signalised Intersection	CCC	2029	2038	2038	N	N	?	North
CCC_N-30	Hawkins & Radcliffe Intersection Improvement	CCC	2031	2038	2038	Y	N	Signalised Intersection	North
CCC_N-31	Main North Road Corridor Improvement	CCC	2031	2038	2038	N	N	?	North
486	Gerald/James/Edward St Roundabout	SDC	2031	2031	2038	Y	Y	Roundabout	Selwyn
3012	New eastern arterial in Rangiora	WDC	2036	2038	2038	Y	Y	New Link	Waimakariri
WDC_N-2	NE Rangiora N-S Collector (MacgPhail / Kippenberger to Coldstream)	WDC	2035	2038	2038	Y	Y	New collector	Waimakariri
WDC_N-8	Blackett St-Keir St Collector	WDC	2031	2038	2038	Y	N	New collector	Waimakariri
WDC_N-9	Blackett St & Ashley St	WDC	2032	2038	2038	Y	Y	Traffic Signal	Waimakariri
WDC_N-25	Lehmans Rd & Johns Rd	WDC	2030	2038	2038	Y	N	New roundabout	Waimakariri
WDC_N-27	Fernside Rd & Easterbrook Rd	WDC	2032	2038	2038	Y	N	New right turn bay	Waimakariri
WDC_N-28	Tram Rd & Whites Rd	WDC	2031	2038	2038	N	N	New left turn bays	Waimakariri
453	Woodend Bypass	WK	2041	2048	2048	Y	Y	Network Improvement	Waimakariri

Appendix C Option Evaluation

C.1 Early Assessment Sifting Tool

C.2 Long List Multi-Criteria Assessment

DRAFT



	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
2	Early Assessment Sifting Tool - Rangiora Eastern Link																					
3	Early Assessment Sifting Tool: Excel template The Early Assessment Sifting Tool (EAST) supports an initial coarse screening of alternatives and options. The EAST is designed to quickly and robustly rule out alternatives and options, allowing for a more manageable subsequent multi-criteria analysis exercise.																					
4	Project overview																					
5	Date:		19/12/2024			Business case		Single stage business case			Do-minimum:		Current scope of Long Term Plan projects									
6	Project name:		Rangiora Eastern Link			Problem/opportunity		Enabling free movement of goods and people in South and East Rangiora														
7																						
8	Investment objective:		Reduce congestion along Southbrook Road and improve travel time reliability																			
9	Investment objective:		Provide transport connections to enable development of 5,000 lots in East Rangiora																			
10	Investment objective:		Improve safety of network to IRR rating of medium or better																			
11	Note: Please copy the row above to add an additional investment objective.																					
12																						
13	Alternative or option details			Investment objective			Practical feasibility			Scheduling/ programming	Cost	Key risks and uncertainties	Impacts on te ao Māori	Environmental and social responsibility		Fatal flaws	Other impacts	Summary of decision made				
	Intervention types sourced from the intervention hierarchy	Unique identifier	Name of alternative/option	Congestion & Travel Time	Enabling Growth	Safety	Technical	Safety and design	Consentability					Identify	Mitigation Can these be avoided, remedied or mitigated?			Summary of decision made				
14																						
15	Integrated planning	1	Change development pattern to align with existing network	1. Low	3	1. Low	5. Red (difficult/complex)	1. Green	5. Red (difficult/complex)	5+ years	\$5-\$50 million	Partially achieved. Ten years to next PDP	Note Greater ChCh partnership agreements	Urban form forced by existing network		User to describe...		Decisions already made. Mostly supports existing corridors now		User to describe...	Discontinue	
16	Manage demand	2	Time of Use Charging	3	1. Low	2	5. Red (difficult/complex)	2.Amber/green	3.Amber	5+ years	\$5-\$50 million	Social licence and implementation	unknown	Impact on low income travellers		Alternative: longer route		New technology in s small town appears inappropriate		User to describe...	Progress	
17	Manage demand	3	Congestion Charging	3	1. Low	2	5. Red (difficult/complex)	2.Amber/green	4.Red/amber	5+ years	\$5-\$50 million	Social licence and implementation	unknown	Impact on low income travellers		Alternative: longer route		New technology in s small town appears inappropriate		User to describe...	Discontinue	
18	Best use of the existing system	4	Tidal laning (2+1)	3	3	1. Low	3.Amber	4.Red/amber	3.Amber	2-5 years	\$5-\$50 million	Social licence and implementation	unknown	Nil material						User to describe...	Progress	
19	Best use of the existing system	5	Four lane Southbrook Rd within existing road reserve	5. High	3	2	1. Green	4.Red/amber	2.Amber/green	2-5 years	\$5-\$50 million	Community adverse response	unknown	Nil material						User to describe...	Progress	
20	Best use of the existing system	6	Increase PT frequency	2	2	1. Low	1. Green	1. Green	1. Green	5+ years	\$1-\$5 million	Funding	unknown	Nil material				Unlikely to be effective in changing patterns		User to describe...	Discontinue	
21	Best use of the existing system	7	Upgrade western route	1. Low	1. Low	1. Low	1. Green	2.Amber/green	1. Green	2-5 years	\$5-\$50 million	Limited risk	unknown	Nil material				Does not meet objective for East Rangiora growth		User to describe...	Discontinue	
22	New infrastructure	8	Construct REL Sbk to Northbrook (West of WWTP)	5. High	5. High	4	2.Amber/green	1. Green	2.Amber/green	2-5 years	\$5-\$50 million	Normal risk profile. Land acquisition	High value water resources	Waterways		Good design and restoration				User to describe...	Progress	
23	New infrastructure	9	Construct REL Sbk to Northbrook (East of WWTP)	5. High	5. High	4	2.Amber/green	1. Green	2.Amber/green	2-5 years	\$5-\$50 million	Normal risk profile. Land acquisition	High value water resources	Waterways		Good design and restoration				User to describe...	Progress	
24	New infrastructure	10	Construct REL Lineside to Northbrook	5. High	5. High	4	2.Amber/green	1. Green	2.Amber/green	2-5 years	\$5-\$50 million	Normal risk profile. Land acquisition	High value water resources	Waterways		Good design and restoration				User to describe...	Progress	
25	New infrastructure	11	Park and Ride upgrade	1. Low	1. Low	1. Low	2.Amber/green	1. Green	2.Amber/green	2-5 years	\$1-\$5 million	Effectiveness	Unknown	Nil material				Unlikely to be effective in changing patterns		User to describe...	Discontinue	
26	New infrastructure	12	Mass rapid transit	2	2	1. Low	5. Red (difficult/complex)	4.Red/amber	3.Amber	5+ years	\$50+ million	Funding and delivery	Unknown	Unknown				Unlikely to be effective in changing patterns sufficiently		User to describe...	Discontinue	
27	New infrastructure	13	New western bypass	2	1. Low	1. Low	1. Green	2.Amber/green	2.Amber/green	5+ years	\$50+ million	Landowner and funding	High value water resources	Waterways		Good design and restoration		Does not meet objective for East Rangiora growth		User to describe...	Discontinue	
28	New infrastructure	14	New eastern bypass - Fernside to Coldstream Rd	4	5. High	4	1. Green	1. Green	2.Amber/green	5+ years	\$5-\$50 million	Landowner and funding	High value water resources	Waterways		Good design and restoration				User to describe...	Progress	
29	New infrastructure	15	Widen and four lane Southbrook Rd	5. High	5. High	4	1. Green	4.Red/amber	3.Amber	5+ years	\$5-\$50 million	Community adverse response	unknown	Private impact		Purpose of built and improved private land				User to describe...	Progress	

Criteria		Likely Investment Objectives						Critical success factors							Opportunities and Impacts						
Options		Unlocks land for housing		Reduces travel times		Improves safety		Affordability		Risk to delivery		Value for money		Resilience		Environment and Cultural		Social and Landscape		People & Property	
DM	Do Minimum	0						0													
Southbrook Road																					
A.1	Southbrook Four laning – within existing road reserve	1	no additional routes but provides additional capacity	1	additional capacity will assist travel time improvements but also likely to induce traffic	-3	additional traffic volumes and removal of parking and cycle facilities. Southbrook road options put more traffic across level crossings	-1	\$21.5 M	-2	community and stakeholder engagement a risk to programme	1	Lower cost but limited benefits	1	provides additional road width	0		-2	Impact on schools and accesibility of social destinations	-3	Impact from widening - loss of parking
A.2	Southbrook Four laning – within wider road reserve	1		1		-1	Additional traffic volumes. Southbrook road options put more traffic across level crossings	-2	\$38.9 M	-3	community and stakeholder engagement and property acquisition a risk to programme	1	Lower cost but limited benefits	1	provides additional road width	0		-2		-3	Impact from widening - land take
A.3	Southbrook three laning – tidal flow 2+1 within existing road reserve	1		1		-3	additional traffic volumes and removal of parking and cycle facilities. Southbrook road options put more traffic across level crossings. Would require removal of many right turn bays. 30% additional crashes forecast	-1	Not calculated but very expensive due to installation of gantrys and other warning/information systems plus movable median barrier	-3	community and stakeholder engagement a risk to programme. Technically difficult to implement with number of intersections	1	Lower cost but limited benefits	1	provides additional road width	0		-2		-2	less impact than 4 laning
A.4	Congestion charging / Time of Use	0		1	reduction in vehicle volumes will improve travel times	-1	assumes same cross section as existing. Southbrook road options put more traffic across level crossings	-2	high implementation costs and ongoing operational cost	-3	Untested and not done previously in a town of similar size	-3	unlikely to sustain operational costs	0		0		-3	Social impact of costs	-1	infrastructure needed to support
Eastern Alignments																					
B.1	Eastern Link - west route	3	bisects future development area	3	provides an additional route	3	SUP and arterial. New rail crossing at Lineside Road	-2	\$34.9M	3	alignment is on designation	3	short routes and closest to both existing residential and future growth	3	additional route provided	-2	Springs and waterways in area. Mana whenua concern on impacts	0	Limited impact (minor impact so not positive score)	-1	Some noise issues at Northbrook Rd
B.2.1	Eastern Link – east route to WWTP roundabout	3	bisects future development area	3	provides an additional route	3		-2	\$35.7M	2	largely on designation	3		3	-2	0		Overlap east of WWTP with silent file area SF011 at Tuahiwi	-1	similar to existing designation	
B.2.2	Eastern Link – east route to Lineside Rd	3	bisects future development area	3	provides an additional route	1	SUP and arterial but with existing rail crossing at Lineside Road	-2	\$32.9M	-1	largely on designation	2	doesn't get upgraded level crossing (safety) and cycle connection	3		-2		0	Overlap east of WWTP with silent file area SF011 at Tuahiwi. Diverts traffic further from local social and employment destinations leading to degraded community connection	-2	more property impact than designation
B.2.3	Eastern Link – east route to Fernside/Youngs	3	bisects future development area	2	additional route but longer distance travelling to south end of Rangiora	3	SUP and arterial but with existing rail crossing at Lineside Road. New level crossing at Fernside	-2	\$40.9M	-2	route at southern end is untested (engagement, technical feasibility)	1	longer route than similar variants	3		-3	more greenfield area than alternates	-3		-2	more property impact than designation
C	Eastern Bypass	2	on edge of infrastructure boundary	2	additional route but longer distance travelling to south end of Rangiora. Query on traffic volumes using road	2	SUP and arterial but with existing rail crossing at Lineside Road. New level crossing at Fernside. Query on traffic volumes using road	-2	\$44.6M	-3	untested route (engagement, technical feasibility)	-1	longest route and furthest to both existing residential and future growth. WDC likely to own more of Lineside Road in this option	3		-3	additional impact on Cam River	-3		-3	significant property impact and away from designation

Appendix D Economic Analysis

DRAFT



To:	Waimakariri District Council	From:	Steven Jiang and Dhimantha Ranatunga
			Stantec NZ
Project/File:	310206347	Date:	07 March 2025

Reference: Rangiora Eastern Link - Economics Memorandum

Purpose

The purpose of this memo is to summarise the economic analysis undertaken for the Rangiora Eastern Link (REL) assessment, aligning with the guidelines and procedures outlined in the Monetised Benefits and Cost Manual (MBCM, November 2024) and the Crash Estimation Compendium (CEC).

This memo should be read in conjunction with the Rangiora Eastern Link Transportation Assessment of Options¹ (Transport Assessment).

It is important to note that this is only an initial evaluation, and the final BCR would be subject to change based on more detailed and robust inputs for each option (e.g., scheme level designs and detailed cost estimates).

Do-Minimum

The Do-Minimum is comprised of projects that are already committed and known development areas. The Do-Minimum road network and land use assumptions and model outputs are detailed in Section 5 of the Transport Assessment.

Options

A initial transport assessment for REL was conducted in 2021² for the route designation which identified the benefits of the REL project being increased capacity, reduced travel times and improved consistency of travel times.

Further long list options assessment undertaken as part of the 2025 Transport Assessment, refer Figure 1 below, has led to the following short-listed options for economic analysis:

- Option A1: Southbrook 4-laning
- Option B1a: REL – West Alignment
- Option B2.1: REL – East Alignment
- Option B2.2: REL – Connection to Lineside Road

¹ Rangiora Eastern Link Transportation Assessment of Options (Stantec, 2025)

² Rangiora Eastern Road Connection: Technical Assessment – Transportation (WSP, 2021)

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

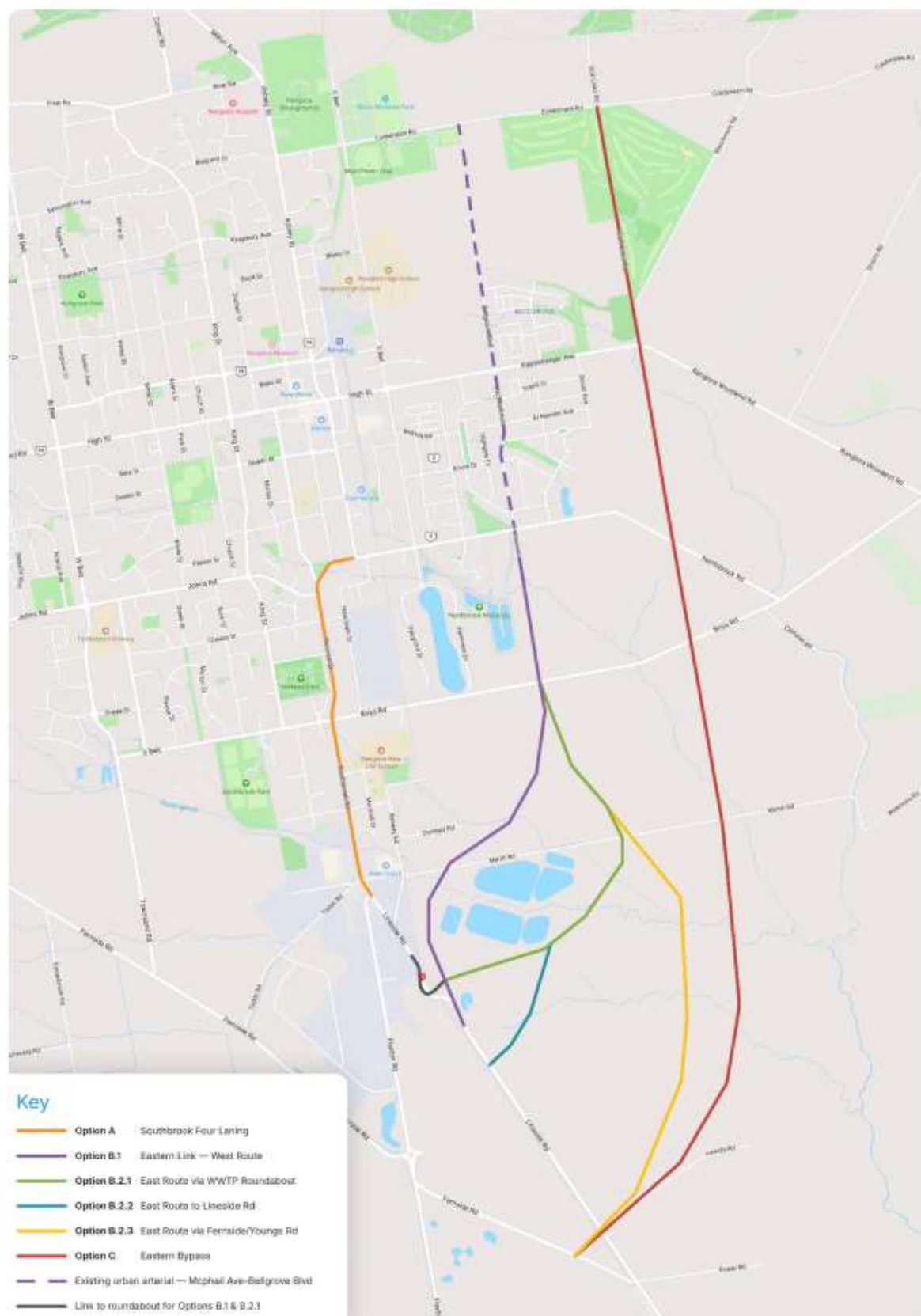


Figure 1. Infrastructure long list options for Rangiora Eastern Link

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

Inputs and Assumptions

The key inputs assumptions are summarised in **Error! Reference source not found..**

Table 1. Summary of Inputs and Assumptions

Summary of Assumptions	
Element	Assumption
Analysis Period and Discount Rates	<ul style="list-style-type: none"> 60-year analysis period with a variable 2% discount rate for the first 30 years and 1.5% discount rate from year 31 onwards. Sensitivity testing has also been undertaken for a shorter 40-year analysis period and different discount rates.
Timing	<ul style="list-style-type: none"> Pre-implementation phases has been estimated to be spread over 24 months – this includes the property phase from 2026-2027 Construction duration has been estimated at 24 months from 2028 to 2029. Benefits realisation is expected to occur from 2030 onwards.
Traffic and Modelling Inputs	<ul style="list-style-type: none"> The traffic volumes and forecasts have been sourced from the CAST model for year 2028, 2038 and 2048. All benefits have been capped / flat-lined post the 2048 future year. Annualisation factors have been based on CAST values, with 245 weekdays and 120 weekends/holidays.
Travel Time Costs (TTC) and Vehicle Operating Costs (VOC)	<ul style="list-style-type: none"> TTC and VOC costs have been calculated based on CAST network statistics on vehicle kilometres travelled (VKT) and vehicle hours travelled (VHT). Travel time costs have been adopted for Urban Arterial values of time for the AM, IP, PM and weekend. Congested value of time has been applied to the modelled vehicle delayed hours for the AM and PM peaks at 50% of the maximum CRV. Vehicle operating costs adopted the Urban Arterial base running costs based on the modelled VKT and network average speed, by peak period.
Safety	<ul style="list-style-type: none"> Based on CAST model outputs, slight reductions in network VKT are expected for most options. As road safety is a function of exposure – the less VKT, the lower the expected crashes and improved safety outcomes. A neutral safety benefit has been adopted as the impacts are spread widely across the Rangiora network. A detailed network safety model could be developed as part of the next phase.
Active Modes	<ul style="list-style-type: none"> SP11 has been used to estimate the active mode benefits. WDC estimates from the Passchendaele cycle route nearby have been used to inform the REL expected uplift. The SP11 new and existing cyclist estimates have been heavily reduced due to existing count information and expected uplift. A cycling growth rate of 1.3% per annum has been adopted based on forecast population growth from the CTM model
Other Benefits	<ul style="list-style-type: none"> Resilience benefits have not been assessed, however due to the abundance of local roads within the vicinity, resilience benefits are likely to be minimal as alternate route distances are low. Amenity benefits have not been assessed and could be explored in the next phases of investigation (e.g. amenity benefits from lower traffic volumes through sections of Rangiora) Emissions benefits have not been assessed and could be explored in the next phases of investigation (e.g. emissions benefits from VKT reduction).
Costs – Do Minimum	<ul style="list-style-type: none"> No costs associated with the Do-Minimum

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

Summary of Assumptions	
Element	Assumption
Costs – Option A1	<ul style="list-style-type: none"> Rough Order Cost (ROC) estimates have been provided by WDC for the base, expected and 95th tile. The expected estimates are as follows: Capital Costs <ul style="list-style-type: none"> Property purchase in Year 1 with costs of \$0 as works are within the existing Southbrook Road corridor Pre-implementation in Year 1 and Year 2 with costs of \$1.9M spread evenly over both years Construction costs occur over a 24-month period from Year 3-4 with costs of \$19.5M spread evenly across both years. Assumed developer contributions of 25% Maintenance Costs <ul style="list-style-type: none"> Annual maintenance costs, covering both periodic and on-going maintenance, has been estimated as 0.5% of the total capital costs, this equates to \$0.1M p.a.
Costs – Option B1a	<ul style="list-style-type: none"> Rough Order Cost (ROC) estimates have been provided by WDC for the base, expected and 95th tile. The expected estimates are as follows: Capital Costs <ul style="list-style-type: none"> Property purchase in Year 1 with costs of \$4.6M Pre-implementation in Year 1 and Year 2 with costs of \$2.8M spread evenly over both years Construction costs occur over a 24-month period from Year 3-4 with costs of \$27.6M spread evenly across both years. Assumed developer contributions of 50% Maintenance Costs <ul style="list-style-type: none"> Annual maintenance costs, covering both periodic and on-going maintenance, has been estimated as 0.5% of the total capital costs, this equates to \$0.2M
Costs – Option B2.1	<ul style="list-style-type: none"> Rough Order Cost (ROC) estimates have been provided by WDC for the base, expected and 95th tile. The expected estimates are as follows: Capital Costs <ul style="list-style-type: none"> Property purchase in Year 1 with costs of \$4.5M Pre-implementation in Year 1 and Year 2 with costs of \$2.8M spread evenly over both years Construction costs occur over a 24-month period from Year 3-4 with costs of \$28.4M spread evenly across both years. Assumed developer contributions of 50% Maintenance Costs <ul style="list-style-type: none"> Annual maintenance costs, covering both periodic and on-going maintenance, has been estimated as 0.5% of the total capital costs, this equates to \$0.2M
Costs – Option B2.2	<ul style="list-style-type: none"> Rough Order Cost (ROC) estimates have been provided by WDC for the base, expected and 95th tile. The expected estimates are as follows: Capital Costs <ul style="list-style-type: none"> Property purchase in Year 1 with costs of \$4.0M Pre-implementation in Year 1 and Year 2 with costs of \$2.6M spread evenly over both years Construction costs occur over a 24-month period from Year 3-4 with costs of \$26.3M spread evenly across both years. Assumed developer contributions of 50% Maintenance Costs <ul style="list-style-type: none"> Annual maintenance costs, covering both periodic and on-going maintenance, has been estimated as 0.5% of the total capital costs, this equates to \$0.2M

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

Benefit Cost Ratio

A breakdown of the 60-year present value (PV) benefits and overall benefit cost ratio is provided in Table 2, with further discussion provided in the sections below. **Note that Option B2.1 and Option B2.2 modelling results are under review and will be included in the next revision of this memo.**

Table 2. Breakdown of Costs and Benefits

Component	Option A (4-laning)	Option B1a (REL West)	Option B2.1 (REL East)	Option B2.2 (Lineside Rd)
TT Savings	\$26.5	\$227.7		
VOC Savings	\$39.9	\$50.7		
Active Modes	\$3.8	\$3.7		
Safety	-	-		
Total PV Benefits	\$70.2	\$282.0		
Total PV Costs	\$35.6	\$58.2		
Developer Contribution	\$7.5	\$24.7		
BCR (National)	2.0	4.8		
BCR (Government)	2.2	7.7		
First Year Rate of Return (FYRR)	6%	5%		

The results show:

- The TTC benefits vary significantly between Option A and the remaining options:
 - As Option A includes 4-laning an existing road corridor, the travel time benefits are significantly lower at \$27M compared to over \$200M benefits of the remaining options. This is because the Option A fails to provide sufficient capacity in the 2048 model year, leading to travel time disbenefits.
 - Option B1a provides the highest TTC benefits at \$228M as this option provides additional connectivity between Lineside Road and the eastern side of Rangiora.
- The VOC benefits demonstrate a small level of variability between all options, with Option A providing the lowest benefit due to capacity issues in the long term.
- The active modes benefit between all options assessed were relatively similar, at approximately \$4M, due to there being a limited expected uptake of new cyclists within the network and similarities between options with respect to cycling provision.
- A safety benefit analysis was undertaken which demonstrated disbenefits within the network. The extent of the network used for safety benefits was too small to consider the wide range of traffic reassignment benefits from shifting travel from rural roads to new, safer urban roads. Based on CAST model outputs, slight reductions in network VKT are expected for most options which would reduce crash risk. Therefore a neutral safety benefit has been adopted as the impacts are expected to be low.
- Option B1a has the highest National BCR (BCR_n) at 4.8 while Option A has a BCR of 2.0, reflecting the higher travel time and vehicle operating benefits of Option B1a.
- An incremental analysis was undertaken and demonstrated that the incremental benefits of Option B1a offset the higher costs when compared to Option A, with an incremental BCR of 15.

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

- Considering developer contributions, the Government BCRs (BCR_g) increase, with Option B1a increasing to 7.7. Option A sees the smallest increase in BCR as the developer contributions are only 25% compared to the 50% applied to Option B1a.
- All options demonstrated a similar level of First Year Rate of Return (FYRR) with Option B1a showing the lowest at 5%. As discussed previously, Option B1a performs better in the longer term, resulting in a higher BCR but lower FYRR.

Sensitivity Testing

The following sensitivity tests have been applied to Option B1a and subsequent BCRs are summarised in Table 3 and Table 4 below.

Table 3: Sensitivity Testing Scenarios

Summary of Sensitivity Testing Scenarios			
Sensitivity	Low	Base	High
Analysis Period	40 year	60 year	-
Discount Rate	8%	2% / 1.5%	1.5%
Cost Estimate (Risk Adjustment) ³	1.5x WDC P95	1.5x WDC P50	1.5x WDC Base
Rough Order Cost (WDC)	WDC P95	WDC P50	WDC Base
Maintenance (% Capital Costs)	0.25%	0.5%	0.75%
SP11 Uptake (Active Modes)	5% SP11	10% SP11	15% SP11
Cyclist Hazardous Benefit	-	Exclude	Include
Congested Time (CRV)	0% CRV	25% CRV AM and PM Peak, 10% CRV IP	100% CRV

Table 4. Sensitivity Testing BCRs

Summary of Sensitivity Testing BCRs - Option B1a				
Sensitivity	Cost Estimate	Low	Base	High
Analysis Period	Risk Adjusted Cost Estimate	3.3	4.8	-
Discount Rate		1.3		5.0
Cost Estimate (Risk Adjustment)		4.0		6.3
Maintenance (% Capital Costs)		4.5		5.2
SP11 Uptake (Active Modes)		4.8		4.9
Cyclist Hazardous Benefit		-		4.9
Congested Time (CRV)		4.3		6.0
Rough Order Cost (WDC)		6.1	7.3	9.4

³ The risk adjusted cost estimates allow a further 50% contingency over the WDC Rough Order Costs to account for the preliminary phase of investigation.

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

The sensitivity testing has showed:

- The BCR is most sensitive to the analysis period, discount rate, cost estimates and congested time values and ranges from 1.3 (8% discount rate) to 9.4 (WDC ROC Base Estimate).
- The sensitivity testing shows that the BCR remains above 1.0 under a range of scenarios demonstrating the project provides value for money.
- Particularly for Option B1a, a significant portion of TTC and VOC benefits occur beyond the 2048 model year, indicating the increased effectiveness of the option in the longer term. This is reflected in the sensitivity testing as the BCR increased from 3.3 to 4.8 with a 40-year to 60-year analysis period comparison.
- The NZTA guidance recommends applying an 8% discount rate as a sensitivity test, which the results have shown a significant decrease in the BCR from 4.8 to 1.3. Testing against a 1.5% discount rate has shown minor differences in the BCR. This demonstrates that the BCR is highly dependent on the strategic-level inputs from NZTA.
- Rough Order Cost (ROC) estimates have been provided by WDC. It is acknowledged that there are typically significant uncertainties regarding cost estimates particularly during the planning and investigation phases of projects. Applying the WDC ROC estimates, the BCR ranges from 6.1 – 9.4. A conservative risk adjustment of 1.5 times the WDC estimates have been applied, which results in a lower BCR range of 4.0 (P95) – 6.3 (Base). Whilst this adjustment increases the costs, the BCRs are still well above 1.0.
- The CAST model has provided vehicle hour network travel times, including the proportion of travel times which are comprised of delayed time. It is difficult to determine what proportion of this delayed time is associated with congestion, for which this sensitivity test has been undertaken. The BCRs range from 4.3 – 6.0 and demonstrate that depending on the assumed level of congestion, there are significant changes to the BCR, especially since the TTC benefits comprise most of the observed benefits.

Summary

This memo provides a summary of the economic analysis undertaken for the REL assessment, aligning with the guidelines and procedures outlined in the MBCM and the CEC. Table 5 provides a summary of the benefits streams, BCR (National), BCR (Government) and FYRR for each of the options assessed.

Table 5. Options BCR summary

Component	Option A (4-laning)	Option B1a (REL West)	Option B2.1 (REL East)	Option B2.2 (Lineside Rd)
TT Savings	\$26.5	\$227.7		
VOC Savings	\$39.9	\$50.7		
Active Modes	\$3.8	\$3.7		
Safety	-	-		
Total PV Benefits	\$70.2	\$282.0		
Total PV Costs	\$35.6	\$58.2		
Developer Contribution PV Costs	\$7.5	\$24.7		
BCR (National)	2.0	4.8		
BCR (Government)	2.2	7.7		
FYRR	6%	5%		

Reference: Rangiora Eastern Link (REL) - Economics Memorandum

Key findings include:

- Travel time benefits for the options are significant and account for 40-80% of the total benefits, followed by vehicle operating costs. Active mode benefits are minor and account for less than 5% of the total benefits.
- As Option A includes 4-laning an existing road corridor, the travel time benefits are significantly lower at \$27M compared to over \$200M benefits for Option B1a. This is because the Option A fails to provide sufficient capacity in the 2048 model year, leading to travel time disbenefits.
- Option B1a has the highest National BCR (BCR_n) at 4.8 while Option A has a BCR of 2.0, reflecting the higher travel time and vehicle operating benefits of Option B1a.
- Incremental analysis demonstrates that the incremental benefits of Option B1a offset the higher costs of this option when compared to Option A, with an incremental BCR of 15.
- Considering developer contributions, the Government BCRs (BCR_g) increase, with Option B1a increasing to 7.7. Option A sees the smallest increase in BCR as the developer contributions are only 25% compared to the 50% applied to Option B1a.

The sensitivity testing shows that the BCR remains above 1.0 under a range of scenarios demonstrating the project provides value for money. The BCR is most sensitive to the analysis period, discount rate, cost estimates and congested time values and ranges from 1.3 (8% discount rate) to 9.4 (WDC ROC Base Estimate).

Appendix E Additional Model Outputs

DRAFT



AM Peak LOS Intersection	Approach	2028 Do Minimum			2028 Option A			2028 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	460	2	A	572	2	A	537	2	A
	South	225	7	A	278	8	A	239	7	A
	East	171	11	B	122	13	B	158	11	B
	Intersection	857	11	B	972	13	B	933	11	B
Ashley Street / High Street	North	573	25	C	659	29	C	559	24	C
	South	382	23	C	474	27	C	378	23	C
	East	221	31	C	241	31	C	221	30	C
	West	157	23	C	169	24	C	153	23	C
	Intersection	1,333	25	C	1,543	28	C	1,311	25	C
Ivory Street / Northbrook Road	North	476	2	A	608	11	B	428	2	A
	East	259	23	C	281	33	C	215	16	C
	West	574	10	A	640	9	A	514	8	A
	Intersection	1,309	23	C	1,528	14	B	1,158	16	C
Percival Street / Victoria Street	North	31	38	E	57	46	E	46	29	D
	South	822	3	A	912	1	A	750	2	A
	East	681	11	B	903	12	B	586	10	A
	Intersection	1,535	38	E	1,872	46	E	1,383	29	D
Percival Street / Johns Road	North	708	13	B	956	15	B	627	12	B
	South	780	2	A	909	1	A	698	2	A
	West	170	42	E	132	52	F	201	37	E
	Intersection	1,657	42	E	1,997	52	F	1,527	37	E
Percival Street / Charles Street	North	676	12	B	963	13	B	625	10	A
	South	663	9	A	805	17	C	582	8	A
	East	91	36	E	76	56	F	77	25	C
	West	75	27	D	82	35	D	74	23	C
	Intersection	1,505	36	E	1,927	56	F	1,359	25	C
Southbrook Road / South Belt / Percival Street / Boys Road	North	552	66	E	863	25	C	511	38	D
	South	719	44	D	820	16	B	679	28	C
	East	258	46	D	226	33	C	151	33	C
	West	517	27	C	496	20	B	478	19	B
	Intersection	2,045	46	D	2,405	22	C	1,819	29	C
Southbrook Road / Torlesse Street	North	1,098	6	A	1,297	5	A	903	5	A
	South	704	4	A	828	2	A	663	4	A
	East	38	55	D	16	53	D	11	53	D
	West	33	40	D	29	39	D	27	39	D
	Intersection	1,873	7	A	2,170	5	A	1,603	6	A
Southbrook Road / Pak 'n Save supermarket	North	1,133	5	A	1,295	4	A	926	4	A
	South	754	6	A	885	3	A	724	6	A
	East	33	42	D	33	42	D	33	42	D
	West	52	23	C	52	22	C	52	21	C
	Intersection	1,972	7	A	2,265	5	A	1,735	6	A
Lineside Road / Todds Road	North	1,061	11	B	1,181	11	B	801	10	A
	South	771	23	C	894	5	A	717	13	B
	West	34	79	F	43	42	D	23	41	E
	Intersection	1,866	79	F	2,118	9	A	1,540	41	E
Lineside Road / Flaxton Road	North	1,051	10	A	1,168	7	A	800	9	A
	South	545	2	A	661	6	A	537	2	A
	West	270	38	E	271	44	D	276	24	C
	Intersection	1,866	38	E	2,101	11	B	1,614	24	C
Coldstream Road / REL	South	0	0	-	0	0	-	0	0	-
	East	188	0	A	136	0	A	176	0	A
	West	177	0	A	167	0	A	252	0	A
	Intersection	366	0	A	303	0	A	428	0	A
Kippenberger Ave / MacPhail Ave	North	143	12	B	140	12	B	202	12	B
	South	70	12	B	63	12	B	87	12	B
	East	307	10	A	316	10	A	421	10	A
	West	261	10	A	268	10	A	282	10	A
	Intersection	781	11	B	787	11	B	992	11	B
Northbrook Road / MacPhail Ave / REL	North	91	6	A	85	5	A	284	11	B
	South	0	0	-	0	0	-	201	8	A
	East	58	5	A	35	5	A	46	11	B
	West	138	1	A	99	1	A	219	11	B
	Intersection	287	6	A	219	5	A	750	10	A
REL / Boys Road	North	0	11	-	0	11	-	404	11	B
	South	0	0	-	0	0	-	115	10	A
	East	38	11	B	63	11	B	78	10	A
	West	60	11	B	83	11	B	169	10	A
	Intersection	98	11	B	146	11	B	767	10	A
REL / Marsh Road	North	0	0	-	0	0	-	404	5	A
	South	0	0	-	0	0	-	135	6	A
	East	84	0	A	73	0	A	38	8	A
	West	53	0	A	55	0	A	12	9	A
	Intersection	137	0	A	128	0	A	590	9	A
Lineside Road / REL	North	0	0	-	0	0	-	422	12	B
	South	533	0	A	619	0	A	582	12	B
	West	858	0	A	926	0	A	632	15	B
	Intersection	1,391	0	A	1,545	0	A	1,636	13	B

AM Peak LOS Intersection	Approach	2038 Do Minimum			2038 Option A			2038 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	538	2	A	628	2	A	662	2	A
	South	275	8	A	286	9	A	256	9	A
	East	244	13	B	220	15	B	251	11	B
	Intersection	1,058	13	B	1,133	15	B	1,169	11	B
Ashley Street / High Street	North	483	25	C	574	31	C	446	26	C
	South	473	23	C	546	30	C	420	22	C
	East	343	35	C	345	35	C	309	33	C
	West	172	24	C	223	25	C	170	24	C
	Intersection	1,472	27	C	1,688	30	C	1,345	26	C
Ivory Street / Northbrook Road	North	624	2	A	671	20	B	429	2	A
	East	273	91	F	268	57	E	356	29	D
	West	669	15	B	748	17	B	607	9	A
	Intersection	1,566	91	F	1,686	24	C	1,392	29	D
Percival Street / Victoria Street	North	42	50	E	60	54	F	49	36	E
	South	907	3	A	1,041	1	A	831	3	A
	East	661	13	B	866	14	B	593	11	B
	Intersection	1,609	50	E	1,967	54	F	1,473	36	E
Percival Street / Johns Road	North	691	14	B	913	16	C	621	13	B
	South	845	3	A	970	1	A	753	2	A
	West	248	57	F	248	57	F	237	39	E
	Intersection	1,784	57	F	2,131	57	F	1,611	39	E
Percival Street / Charles Street	North	668	13	B	888	12	B	574	10	A
	South	650	8	A	856	15	B	591	8	A
	East	384	127	F	390	79	F	129	36	E
	West	130	41	E	69	41	E	103	24	C
	Intersection	1,831	127	F	2,203	79	F	1,397	36	E
Southbrook Road / South Belt / Percival Street / Boys Road	North	586	0	A	997	30	C	475	36	D
	South	735	48	D	823	16	B	708	27	C
	East	266	250	F	406	164	F	278	42	D
	West	479	28	C	611	26	C	546	20	B
	Intersection	2,066	56	E	2,837	44	D	2,007	30	C
Southbrook Road / Torlesse Street	North	1,105	5	A	1,532	6	A	917	5	A
	South	706	5	A	811	2	A	676	4	A
	East	53	56	E	55	56	E	14	52	D
	West	79	621	F	26	39	D	23	39	D
	Intersection	1,944	31	C	2,424	6	A	1,631	6	A
Southbrook Road / Pak 'n Save supermarket	North	1,106	5	A	1,528	4	A	936	4	A
	South	757	7	A	846	3	A	713	6	A
	East	36	42	D	36	42	D	36	42	D
	West	52	23	C	52	21	C	52	20	B
	Intersection	1,952	7	A	2,462	5	A	1,736	6	A
Lineside Road / Todds Road	North	995	11	B	1,377	12	B	770	10	A
	South	762	20	C	847	5	A	705	13	B
	West	71	113	F	58	44	D	24	41	E
	Intersection	1,828	113	F	2,282	10	A	1,499	41	E
Lineside Road / Flaxton Road	North	1,000	9	A	1,375	9	A	768	11	B
	South	524	2	A	613	6	A	595	2	A
	West	281	36	E	282	45	D	294	23	C
	Intersection	1,805	36	E	2,271	13	B	1,656	23	C
Coldstream Road / REL	South	62	8	A	59	8	A	86	10	A
	East	199	2	A	178	2	A	186	2	A
	West	322	5	A	312	5	A	490	5	A
	Intersection	583	8	A	549	8	A	762	10	A
Kippenberger Ave / MacPhail Ave	North	339	13	B	344	14	B	474	14	B
	South	119	15	B	102	14	B	187	13	B
	East	458	12	B	417	12	B	455	14	B
	West	240	10	A	382	10	A	404	11	B
	Intersection	1,156	12	B	1,245	12	B	1,519	13	B
Northbrook Road / MacPhail Ave / REL	North	84	12	B	97	10	A	372	13	B
	South	0	0	-	0	0	-	409	9	A
	East	376	7	A	404	6	A	260	14	B
	West	495	2	A	311	2	A	449	12	B
	Intersection	954	12	B	811	10	A	1,490	12	B
REL / Boys Road	North	0	11	-	0	11	-	749	13	B
	South	0	0	-	0	0	-	209	10	A
	East	28	11	B	43	11	B	83	14	B
	West	68	11	B	112	11	B	252	10	A
	Intersection	96	11	B	154	11	B	1,293	12	B
REL / Marsh Road	North	0	0	-	0	0	-	794	5	A
	South	0	0	-	0	0	-	169	10	A
	East	97	0	A	88	0	A	39	16	C
	West	59	0	A	57	0	A	13	16	C
	Intersection	156	0	A	144	0	A	1,015	16	C
Lineside Road / REL	North	0	0	-	0	0	-	810	13	B
	South	501	0	A	566	0	A	583	13	B
	West	866	0	A	1,049	0	A	548	15	B
	Intersection	1,367	0	A	1,615	0	A	1,941	14	B

AM Peak LOS Intersection	Approach	2048 Do Minimum			2048 Option A			2048 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	668	2	A	700	2	A	695	2	A
	South	326	9	A	374	10	A	283	10	A
	East	310	24	C	250	25	C	325	19	C
	Intersection	1,304	24	C	1,324	25	C	1,302	19	C
Ashley Street / High Street	North	510	25	C	564	32	C	519	27	C
	South	483	25	C	588	32	C	449	25	C
	East	426	42	D	404	42	D	396	37	D
	West	221	25	C	296	27	C	203	24	C
	Intersection	1,641	30	C	1,852	33	C	1,568	29	C
Ivory Street / Northbrook Road	North	697	2	A	738	27	C	575	2	A
	East	239	141	F	282	98	F	286	47	E
	West	665	19	C	797	17	B	693	12	B
	Intersection	1,601	141	F	1,816	34	C	1,554	47	E
Percival Street / Victoria Street	North	44	62	F	84	68	F	107	42	E
	South	879	3	A	1,076	1	A	841	3	A
	East	709	13	B	949	15	B	601	12	B
	Intersection	1,632	62	F	2,109	68	F	1,549	42	E
Percival Street / Johns Road	North	744	13	B	990	17	C	629	13	B
	South	773	2	A	999	1	A	773	2	A
	West	290	73	F	260	74	F	235	42	E
	Intersection	1,807	73	F	2,248	74	F	1,637	42	E
Percival Street / Charles Street	North	745	15	B	970	13	B	582	11	B
	South	625	8	A	904	18	C	622	8	A
	East	393	179	F	439	115	F	160	45	E
	West	108	59	F	61	57	F	95	27	D
	Intersection	1,871	179	F	2,375	115	F	1,459	45	E
Southbrook Road / South Belt / Percival Street / Boys Road	North	619	0	A	1,140	51	D	501	46	D
	South	720	58	E	881	17	B	700	29	C
	East	280	2	A	407	155	F	318	51	D
	West	334	10	A	579	26	C	563	20	B
	Intersection	1,953	24	C	3,008	50	D	2,082	34	C
Southbrook Road / Torlesse Street	North	1,019	5	A	1,672	6	A	936	5	A
	South	691	5	A	861	2	A	668	4	A
	East	59	58	E	64	60	E	27	52	D
	West	143	274	F	59	38	D	22	39	D
	Intersection	1,912	27	C	2,656	7	A	1,653	6	A
Southbrook Road / Pak 'n Save supermarket	North	1,064	5	A	1,664	4	A	955	4	A
	South	760	7	A	895	3	A	702	6	A
	East	39	43	D	39	42	D	39	42	D
	West	51	24	C	51	22	C	51	21	C
	Intersection	1,914	7	A	2,649	5	A	1,747	6	A
Lineside Road / Todds Road	North	951	11	B	1,505	13	B	780	10	A
	South	772	19	C	892	5	A	698	13	B
	West	88	243	F	95	50	D	29	45	E
	Intersection	1,810	243	F	2,492	11	B	1,508	45	E
Lineside Road / Flaxton Road	North	953	9	A	1,443	12	B	783	11	B
	South	527	2	A	649	6	A	574	2	A
	West	297	39	E	297	47	D	310	25	C
	Intersection	1,777	39	E	2,389	15	B	1,667	25	C
Coldstream Road / REL	South	88	10	A	74	9	A	99	11	B
	East	277	2	A	216	2	A	271	2	A
	West	406	6	A	379	5	A	481	6	A
	Intersection	771	10	A	669	9	A	851	11	B
Kippenberger Ave / MacPhail Ave	North	344	13	B	366	13	B	484	15	B
	South	248	16	B	151	14	B	233	14	B
	East	479	13	B	460	13	B	461	18	B
	West	351	11	B	302	11	B	450	12	B
	Intersection	1,422	13	B	1,278	12	B	1,627	15	B
Northbrook Road / MacPhail Ave / REL	North	155	12	B	233	13	B	454	17	B
	South	0	0	-	0	0	-	405	9	A
	East	396	7	A	388	6	A	193	16	B
	West	480	2	A	426	2	A	594	13	B
	Intersection	1,030	12	B	1,047	13	B	1,646	14	B
REL / Boys Road	North	0	11	-	0	11	-	750	13	B
	South	0	0	-	0	0	-	212	10	A
	East	36	11	B	40	11	B	94	14	B
	West	70	11	B	98	11	B	270	10	A
	Intersection	106	11	B	138	11	B	1,327	12	B
REL / Marsh Road	North	0	0	-	0	0	-	839	5	A
	South	0	0	-	0	0	-	196	11	B
	East	109	0	A	97	0	A	37	18	C
	West	87	0	A	111	0	A	13	19	C
	Intersection	197	0	A	208	0	A	1,085	19	C
Lineside Road / REL	North	0	0	-	0	0	-	852	13	B
	South	491	0	A	602	0	A	578	13	B
	West	922	0	A	1,113	0	A	570	15	B
	Intersection	1,413	0	A	1,716	0	A	2,000	14	B

PM Peak LOS Intersection	Approach	2028 Do Minimum			2028 Option A			2028 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	340	1	A	365	2	A	364	2	A
	South	354	6	A	434	6	A	343	6	A
	East	421	17	C	358	20	C	450	19	C
	Intersection	1,115	17	C	1,156	20	C	1,158	19	C
Ashley Street / High Street	North	521	27	C	553	30	C	504	27	C
	South	720	30	C	815	42	D	691	29	C
	East	251	28	C	255	31	C	248	28	C
	West	215	27	C	388	35	C	195	26	C
	Intersection	1,707	29	C	2,012	36	D	1,638	28	C
Ivory Street / Northbrook Road	North	724	2	A	766	16	B	628	2	A
	East	183	40	E	254	36	D	256	23	C
	West	765	22	C	933	14	B	619	11	B
	Intersection	1,672	40	E	1,952	18	B	1,504	23	C
Percival Street / Victoria Street	North	34	73	F	75	98	F	85	73	F
	South	989	3	A	1,298	1	A	900	3	A
	East	765	15	B	934	21	C	715	12	B
	Intersection	1,787	73	F	2,308	98	F	1,701	73	F
Percival Street / Johns Road	North	783	19	C	988	25	C	782	17	C
	South	976	3	A	1,415	1	A	930	3	A
	West	149	64	F	147	73	F	171	53	F
	Intersection	1,908	64	F	2,549	73	F	1,883	53	F
Percival Street / Charles Street	North	706	17	C	953	22	C	689	16	C
	South	899	8	A	1,336	17	C	838	8	A
	East	178	74	F	99	90	F	103	61	F
	West	67	49	E	74	56	F	83	38	E
	Intersection	1,850	74	F	2,462	90	F	1,712	61	F
Southbrook Road / South Belt / Percival Street / Boys Road	North	598	36	D	764	19	B	531	28	C
	South	1,076	60	E	1,675	20	B	1,084	39	D
	East	211	39	D	220	40	D	157	39	D
	West	426	21	C	372	21	C	308	20	B
	Intersection	2,312	45	D	3,031	21	C	2,081	34	C
Southbrook Road / Torlesse Street	North	881	9	A	1,068	4	A	772	7	A
	South	1,133	10	A	1,638	3	A	1,061	10	A
	East	60	39	D	77	39	D	58	38	D
	West	25	34	C	25	34	C	24	34	C
	Intersection	2,100	11	B	2,808	5	A	1,915	10	A
Southbrook Road / Pak 'n Save supermarket	North	920	17	B	1,096	14	B	806	14	B
	South	1,038	28	C	1,515	7	A	933	19	B
	East	133	34	C	133	34	C	133	34	C
	West	189	28	C	189	26	C	189	24	C
	Intersection	2,280	24	C	2,934	12	B	2,061	19	B
Lineside Road / Todds Road	North	1,015	22	C	1,153	3	A	865	16	C
	South	1,110	19	C	1,553	4	A	1,000	12	B
	West	21	127	F	61	46	D	32	90	F
	Intersection	2,146	127	F	2,767	4	A	1,896	90	F
Lineside Road / Flaxton Road	North	954	25	C	1,141	8	A	864	14	B
	South	853	2	A	1,050	17	B	679	2	A
	West	300	74	F	532	32	C	441	59	F
	Intersection	2,107	74	F	2,722	16	B	1,985	59	F
Coldstream Road / REL	South	0	0	-	0	0	-	0	0	-
	East	422	0	A	306	0	A	466	0	A
	West	256	0	A	227	0	A	276	0	A
	Intersection	678	0	A	534	0	A	742	0	A
Kippenberger Ave / MacPhail Ave	North	51	13	B	27	12	B	40	12	B
	South	111	13	B	76	12	B	220	13	B
	East	407	10	A	398	10	A	436	10	A
	West	479	11	B	482	11	B	481	11	B
	Intersection	1,048	11	B	983	10	A	1,178	11	B
Northbrook Road / MacPhail Ave / REL	North	51	6	A	54	6	A	198	11	B
	South	0	0	-	0	0	-	439	9	A
	East	100	5	A	74	5	A	81	10	A
	West	204	2	A	163	1	A	243	11	B
	Intersection	356	6	A	291	6	A	961	10	A
REL / Boys Road	North	0	11	-	0	11	-	224	10	A
	South	0	0	-	0	0	-	431	11	B
	East	82	11	B	101	11	B	100	10	A
	West	53	11	B	76	11	B	139	11	B
	Intersection	135	11	B	177	11	B	894	10	A
REL / Marsh Road	North	0	0	-	0	0	-	224	6	A
	South	0	0	-	0	0	-	467	5	A
	East	47	0	A	42	0	A	22	10	A
	West	122	0	A	104	0	A	50	10	A
	Intersection	168	0	A	146	0	A	762	10	A
Lineside Road / REL	North	0	0	-	0	0	-	254	12	B
	South	897	0	A	1,101	0	A	1,047	17	B
	West	783	0	A	883	0	A	709	15	B
	Intersection	1,680	0	A	1,984	0	A	2,010	16	B

PM Peak LOS Intersection	Approach	2038 Do Minimum			2038 Option A			2038 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	431	2	A	455	2	A	475	2	A
	South	493	7	A	571	7	A	456	7	A
	East	499	45	E	478	68	F	594	68	F
	Intersection	1,422	45	E	1,503	68	F	1,525	68	F
Ashley Street / High Street	North	567	30	C	601	37	D	563	29	C
	South	730	35	C	850	53	D	721	33	C
	East	331	35	C	337	35	C	365	36	D
	West	448	43	D	493	53	D	357	34	C
	Intersection	2,075	36	D	2,282	46	D	2,006	33	C
Ivory Street / Northbrook Road	North	836	3	A	815	19	B	799	2	A
	East	184	98	F	275	51	D	256	65	F
	West	934	39	E	1,034	21	C	784	22	C
	Intersection	1,955	98	F	2,123	24	C	1,839	65	F
Percival Street / Victoria Street	North	60	107	F	90	108	F	104	84	F
	South	1,099	4	A	1,353	1	A	979	3	A
	East	768	20	C	854	25	C	724	15	B
	Intersection	1,927	107	F	2,297	108	F	1,807	84	F
Percival Street / Johns Road	North	782	21	C	900	28	D	760	18	C
	South	1,037	4	A	1,388	1	A	962	3	A
	West	234	83	F	201	94	F	238	61	F
	Intersection	2,053	83	F	2,489	94	F	1,960	61	F
Percival Street / Charles Street	North	716	18	C	822	24	C	681	16	C
	South	954	8	A	1,442	15	B	862	8	A
	East	258	139	F	238	123	F	145	84	F
	West	59	68	F	47	69	F	82	47	E
	Intersection	1,987	139	F	2,549	123	F	1,769	84	F
Southbrook Road / South Belt / Percival Street / Boys Road	North	582	34	C	778	20	B	485	26	C
	South	1,137	89	F	1,674	82	F	1,182	38	D
	East	351	86	F	394	64	E	304	49	D
	West	683	24	C	597	23	C	419	21	C
	Intersection	2,753	61	E	3,443	55	D	2,391	34	C
Southbrook Road / Torlesse Street	North	879	9	A	1,089	5	A	760	7	A
	South	1,237	13	B	1,675	4	A	1,127	14	B
	East	168	43	D	162	42	D	120	42	D
	West	21	36	D	21	36	D	20	34	C
	Intersection	2,306	14	B	2,947	6	A	2,027	13	B
Southbrook Road / Pak 'n Save supermarket	North	921	18	B	1,117	13	B	781	14	B
	South	1,084	44	D	1,530	7	A	964	22	C
	East	153	34	C	153	34	C	153	34	C
	West	202	28	C	202	26	C	202	26	C
	Intersection	2,361	32	C	3,002	12	B	2,100	20	B
Lineside Road / Todds Road	North	986	27	D	1,179	4	A	833	19	C
	South	1,166	18	C	1,574	4	A	1,022	12	B
	West	22	148	F	59	46	D	29	97	F
	Intersection	2,174	148	F	2,813	5	A	1,884	97	F
Lineside Road / Flaxton Road	North	923	53	F	1,125	8	A	816	16	C
	South	994	2	A	1,062	18	B	729	2	A
	West	209	95	F	541	33	C	467	84	F
	Intersection	2,125	95	F	2,728	17	B	2,013	84	F
Coldstream Road / REL	South	122	10	A	119	10	A	124	13	B
	East	399	3	A	376	3	A	495	3	A
	West	319	6	A	305	6	A	397	7	A
	Intersection	840	10	A	800	10	A	1,015	13	B
Kippenberger Ave / MacPhail Ave	North	251	16	B	242	16	B	292	19	B
	South	258	14	B	205	12	B	306	15	B
	East	492	12	B	459	12	B	515	13	B
	West	712	13	B	736	13	B	761	16	B
	Intersection	1,712	13	B	1,641	13	B	1,874	15	B
Northbrook Road / MacPhail Ave / REL	North	115	11	B	139	12	B	330	13	B
	South	0	0	-	0	0	-	546	11	B
	East	350	7	A	368	6	A	209	13	B
	West	530	2	A	458	2	A	502	13	B
	Intersection	996	11	B	965	12	B	1,588	12	B
REL / Boys Road	North	0	11	-	0	11	-	418	11	B
	South	0	0	-	0	0	-	570	12	B
	East	91	11	B	98	11	B	137	11	B
	West	122	11	B	112	11	B	287	12	B
	Intersection	213	11	B	210	11	B	1,413	11	B
REL / Marsh Road	North	0	0	-	0	0	-	341	7	A
	South	0	0	-	0	0	-	632	6	A
	East	89	0	A	78	0	A	43	14	B
	West	112	0	A	122	0	A	53	15	B
	Intersection	201	0	A	200	0	A	1,070	15	B
Lineside Road / REL	North	0	0	-	0	0	-	391	12	B
	South	1,040	0	A	1,105	0	A	1,175	23	C
	West	775	0	A	852	0	A	695	15	B
	Intersection	1,815	0	A	1,958	0	A	2,260	19	B

PM Peak LOS Intersection	Approach	2048 Do Minimum			2048 Option A			2048 Option B.1a		
		Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	North	612	2	A	632	2	A	635	2	A
	South	819	8	A	849	8	A	850	9	A
	East	522	195	F	505	254	F	570	210	F
	Intersection	1,952	195	F	1,986	254	F	2,056	210	F
Ashley Street / High Street	North	573	32	C	581	41	D	595	31	C
	South	805	59	E	894	84	F	771	52	D
	East	430	43	D	458	47	D	448	44	D
	West	537	65	E	553	100	F	496	55	D
	Intersection	2,345	51	D	2,487	71	E	2,310	46	D
Ivory Street / Northbrook Road	North	837	3	A	818	21	C	790	2	A
	East	140	130	F	258	61	E	184	92	F
	West	1,043	34	D	1,080	24	C	911	19	C
	Intersection	2,020	130	F	2,155	27	C	1,885	92	F
Percival Street / Victoria Street	North	65	127	F	105	118	F	98	92	F
	South	1,177	5	A	1,431	1	A	1,062	4	A
	East	707	28	D	814	28	D	646	20	C
	Intersection	1,950	127	F	2,350	118	F	1,806	92	F
Percival Street / Johns Road	North	720	27	D	859	31	D	669	20	C
	South	1,102	4	A	1,452	1	A	1,025	4	A
	West	196	97	F	195	91	F	243	67	F
	Intersection	2,018	97	F	2,506	91	F	1,937	67	F
Percival Street / Charles Street	North	663	21	C	790	26	D	621	18	C
	South	994	8	A	1,571	16	C	910	7	A
	East	319	156	F	294	128	F	194	97	F
	West	87	80	F	46	74	F	83	52	F
	Intersection	2,063	156	F	2,701	128	F	1,809	97	F
Southbrook Road / South Belt / Percival Street / Boys Road	North	613	36	D	814	20	B	453	25	C
	South	1,175	101	F	1,779	29	C	1,171	50	D
	East	340	94	F	411	63	E	351	60	E
	West	851	28	C	715	25	C	536	22	C
	Intersection	2,978	66	E	3,719	30	C	2,511	41	D
Southbrook Road / Torlesse Street	North	920	12	B	1,177	5	A	755	7	A
	South	1,258	14	B	1,772	4	A	1,141	15	B
	East	322	55	D	285	50	D	131	42	D
	West	20	40	D	20	39	D	19	34	C
	Intersection	2,520	18	B	3,254	8	A	2,045	14	B
Southbrook Road / Pak 'n Save supermarket	North	983	20	B	1,213	13	B	778	14	B
	South	1,089	59	E	1,615	7	A	980	25	C
	East	164	35	C	164	35	C	164	35	C
	West	200	28	C	200	27	C	200	27	C
	Intersection	2,437	39	D	3,193	12	B	2,123	22	C
Lineside Road / Todds Road	North	1,041	32	D	1,273	5	A	842	22	C
	South	1,167	21	C	1,650	4	A	1,068	11	B
	West	22	163	F	82	51	D	28	110	F
	Intersection	2,230	163	F	3,006	6	A	1,939	110	F
Lineside Road / Flaxton Road	North	966	74	F	1,225	10	A	821	26	D
	South	1,011	3	A	1,115	19	B	820	2	A
	West	196	110	F	575	38	D	427	127	F
	Intersection	2,173	110	F	2,915	19	B	2,068	127	F
Coldstream Road / REL	South	116	12	B	111	11	B	119	14	B
	East	438	3	A	409	3	A	482	3	A
	West	398	7	A	375	6	A	468	7	A
	Intersection	953	12	B	895	11	B	1,069	14	B
Kippenberger Ave / MacPhail Ave	North	459	16	B	449	16	B	447	25	C
	South	271	15	B	233	14	B	324	17	B
	East	510	13	B	500	13	B	593	16	B
	West	584	12	B	577	12	B	703	15	B
	Intersection	1,824	14	B	1,759	13	B	2,067	18	B
Northbrook Road / MacPhail Ave / REL	North	128	12	B	152	12	B	344	14	B
	South	0	0	-	0	0	-	521	10	A
	East	354	7	A	384	7	A	192	15	B
	West	541	2	A	514	2	A	560	14	B
	Intersection	1,022	12	B	1,050	12	B	1,617	13	B
REL / Boys Road	North	0	11	-	0	11	-	528	12	B
	South	0	0	-	0	0	-	631	12	B
	East	81	11	B	94	11	B	120	12	B
	West	149	11	B	151	11	B	334	12	B
	Intersection	230	11	B	245	11	B	1,613	12	B
REL / Marsh Road	North	0	0	-	0	0	-	440	8	A
	South	0	0	-	0	0	-	669	7	A
	East	177	0	A	186	0	A	147	21	C
	West	110	0	A	121	0	A	53	20	C
	Intersection	286	0	A	307	0	A	1,308	21	C
Lineside Road / REL	North	0	0	-	0	0	-	545	13	B
	South	1,095	0	A	1,150	0	A	1,239	34	C
	West	832	0	A	902	0	A	696	15	B
	Intersection	1,927	0	A	2,052	0	A	2,480	24	C



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RANGIORA EASTERN LINK

Single Stage Business Case

March 2025

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Adopted by	Council		

Rangiora Eastern Link Business Case

Executive Summary

Project Overview

The Rangiora Eastern Link (REL) is a proposed 2.88 km arterial road designed to relieve traffic congestion on Southbrook Road, enhance transport efficiency, and unlock new residential areas in East Rangiora and commercial development in Southbrook. With the town being a Priority Development Area in Greater Christchurch, this investment is essential to accommodate the region's rapid growth.

Strategic Need & Objectives

Rangiora's population is expected to grow significantly, with over 5,000 new homes planned in East Rangiora alone. Currently, Southbrook Road carries over 23,000 vehicles per day, leading to severe congestion, safety concerns, and inefficient freight movement. The REL will:

- Reduce travel time and congestion in peak periods.
- Improve access to residential and industrial zones.
- Enhance road safety, particularly for pedestrians and cyclists.
- Support economic growth by ensuring reliable transport links.

Alignment with Policy & Growth Plans

The REL aligns with key national, regional, and local strategies, including:

- New Zealand Government Policy Statement (GPS) on Land Transport 2024-34 – Prioritising economic growth, safety, and resilience.
- Canterbury Regional Land Transport Plan (CRLTP) 2024-34 – Addressing congestion, sustainability, and freight efficiency.

- Greater Christchurch Spatial Plan – Supporting intensification and urban expansion.
- Waimakariri District Transport Strategy – Ensuring connectivity for future development.

Preferred Option & Economic Case

Following a detailed multi-criteria analysis (MCA), the preferred option is to increase the capacity of the network through a new arterial route that runs west of the Wastewater Treatment Plant and connects with Northbrook Road, as it provides the best balance of cost-effectiveness, land-use benefits, and project feasibility. The project is expected to:

- Reduce vehicle travel time by 3-4 minutes per trip for those in East Rangiora.
- Decrease vehicle kilometers traveled (VKT) by 7,000 km/day, lowering emissions and fuel costs; and
- Improve intersection performance and freight movement efficiency.
- Deliver an excellent Benefit Cost Ratio of 4.8, with a Net Present Value of over \$220 million and a government BCR of 7.7.

More with other three cases.....

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Rangiora Eastern Link Business Case

Introduction

The proposed investment

This business case explores the opportunity to relieve traffic congestion and unlock land for residential development through delivery of a major new collector road in East Rangiora.

Rangiora is a Key Activity Area¹ in Greater Christchurch and the fastest growing town in one of the faster growing districts in New Zealand². The important regional role the town provides Greater Christchurch is reflected by being a Priority Development Area in the Greater Christchurch Spatial Plan (2023)³. This status is to facilitate coordinated regional investment and effort that is focused on accelerating and supporting significant growth in the township.

Southbrook is a key industrial and big box retail area on the southern edge of Rangiora which is accessed via Southbrook Road: the key arterial route to Rangiora. Southbrook Road carries in excess of 23,000 vehicle per day, and the mix of through and accessing traffic causes high levels of congestion during peak hours.

These high traffic volumes also sever the local community, with a number of schools and other social destinations, meaning many vulnerable users are forced to cross the busy road at peak times.

This growth has been enabled through significant investment by the Council and Waka Kotahi NZTA over the last number of decades, with further growth being enabled through the various planning instruments including the (Proposed) District Plan. This plan identifies a further 390ha of new residential land on the east side of Rangiora with capacity for over 5,000 homes as well as further commercial and industrial growth in Southbrook.

This growth provides the opportunity to reduce traffic volumes along Southbrook Road, and the district has been planning for this for some time, and the proposed investment was first identified in 2001 as part of the Rangiora Transport Study (Beca 2001). This study forecasted pressure on the transport network as the population grows, as well as identified the opportunity to unlock residential land as part of the solution to improving transport capacity.

The proposed investment is called the Rangiora Eastern Link and will divert traffic via a new 2.88 km long arterial road from the southern end of Rangiora (Lineside Road) to connect with recently constructed urban arterial road through new residential developments that will eventually link to Coldstream Road in the north. Coldstream Road connects to the northern route into/out of the town. On the way the proposed eastern link intersects with the major collector roads to enable traffic to move quickly and efficiently around the town. (Add Map showing route)

Approximately 35% of a new urban arterial road has already been constructed as part of the residential development process and funded through rates, development contributions and the Infrastructure

¹ Canterbury Regional Policy Statement

² <https://enterprisenorthcanterbury.co.nz/invest/waimakariri-demographics/>

³ <https://www.greaterchristchurch.org.nz/urbangrowthprogramme/greater-christchurch-spatial-plan/draft-greater-christchurch-spatial-plan>

Rangiora Eastern Link Business Case

Acceleration Fund, with a further 15% to be constructed through development. The remaining section (50%) is remaining to be funded and proposed to be delivered through a combination of development contributions and public funding.

This business case sets out the case for investment and the preferred transport solution, along with how the project is proposed to be funded, procured and delivered to enable material reductions in travel time and unlock significant quantities of greenfield residential land and enable commercial growth.



Figure 1: Context Plan

Rangiora Eastern Link Business Case

The stakeholders in this proposal

The key partners in this proposed investment are:

- Waimakariri District Council – the sponsor and driver of this investment proposal as the road controlling authority;
- Waka Kotahi / NZTA – as co-funder with the Council of the business case and concept design and potential delivery funding partner;
- Waka Kotahi / NZTA – as owner and manager of the State Highway network, and specifically State Highway 71 (Lineside Road) and feeds into the southern end of Rangiora
- Te Ngāi Tūāhuriri Rūnanga – as mana whenua of the takiwa in which Rangiora is located
- Belgrove and Sparks – Land developers – as the major land developers in East Rangiora
- Kiwirail, as operator of the Main North Truck Railway;
- Southbrook Transport reference group – as a local community group established by the Council providing advice and input to management of traffic on Southbrook Road (being the main corridor into Rangiora from the south;
- Major freight movers, and Southbrook Industrial Park developer
- The Rangiora Ashley Community Board, representing the community of Rangiora, including residents and businesses; and
- Waimakariri District Council – as regulator under the Resource Management Act and as three waters infrastructure operator and manager of the adjacent Rangiora Wastewater Treatment Plant.

⁴ as at 1 July 2023

The sponsor organisation

The Waimakariri District lies to the north of the Waimakariri River in North Canterbury. The district covers around 225,000 hectares of land and extends from Pegasus Bay in the east to the Pukatea Range in the west and is bounded to the north by the Hurunui District.



Figure 2: Greater Christchurch

The Council is the road controlling authority for the district, with the role of managing the districts transport network. Our goal is to provide a transport network which is affordable, integrated, safe, responsive and sustainable, and which contributes to the attainment of high quality natural, living and productive environments within the District and assists development of a strong sense of community.

To deliver upon this goal, Council manages⁴

- 1,562 km of roads (979km sealed and 568km unsealed)
- 157 bridges and 132 large culverts
- 385km of footpaths and 25km of shared paths
- 5,648 Street lights
- 32 bus shelters

The Strategic Case

The Strategic Alignment

This section summarises the alignment of this investment with national, regional and local priorities. A more detailed exploration is included as appendix xx

Introduction

The Rangiora Eastern Link (REL) is a proposed arterial road aimed at addressing severe congestion on Southbrook Road, unlocking land for residential and economic growth, and enhancing transport efficiency in Greater Christchurch. This project aligns with national, regional, and local strategic objectives by improving transport connectivity, reducing congestion, and facilitating sustainable urban development.

Alignment with National Policies

New Zealand Government Policy Statement (GPS) on Land Transport 2024-34

The project supports the GPS priorities:

- **Economic Growth and Productivity:** REL enhances the efficiency of people and freight movement, reduces travel times, and unlocks housing development.
- **Safety:** Addresses congestion-related safety issues, particularly for vulnerable road users crossing Southbrook Road.
- **Resilience:** Provides an alternative transport route, enhancing network reliability.
- **Value for Money:** Utilizes existing infrastructure and development contributions for cost-effective delivery.

National Infrastructure Strategy

The project contributes to:

- **Net-zero carbon emissions:** Reducing congestion and improving travel efficiency lowers vehicle emissions.
- **Regional economic growth:** Facilitates development and employment in Rangiora.
- **Resilient infrastructure:** Provides an additional transport lifeline for the township.

Regional and Local Strategic Fit

Greater Christchurch Spatial Plan

- Recognises Rangiora as a Priority Development Area, supporting intensification and development while ensuring infrastructure is in place to handle projected growth.
- Improves transport connectivity by reducing reliance on Southbrook Road and enhancing public transport efficiency.

Canterbury Regional Land Transport Plan (CRLTP) 2024-34

- Identifies REL as a regionally significant project, addressing congestion, access issues, and unlocking greenfield land.
- Supports sustainable transport modes, resilience, and economic growth.

Rangiora Eastern Link Business Case

Greater Christchurch Public Transport Futures

- Improves public transport journey times and reliability.
- Supports increased PT (public transport) usage by reducing congestion.

Waimakariri District Growth and Planning

Waimakariri District Transport Programme

- Enables over 5,000 new residential lots in East Rangiora.
- REL integrates with other planned arterial enhances, ensuring efficient freight movement and reliable access to Christchurch.
- Enhances walking and cycling connectivity to support sustainable travel.

Integrated Transport Strategy 2035+

- Ensures the growth does not hinder freight movement.
- Provides safe and efficient transport links for new residential areas.
- Supports multi-modal transport options, including improved pedestrian and cyclist infrastructure.

Proposed District Plan

- The Proposed Waimakariri District Plan plays a crucial role in enabling the Rangiora Eastern Link by setting the framework for extensive residential and commercial development in East Rangiora.
- The plan proposes to rezone over 615 hectares of greenfield land for residential expansion, including enabling more than

5,000 new homes in East Rangiora. Additionally, the district plan provides for the integration of transport infrastructure with urban development, providing essential connectivity through codifying Outline Development Plans.

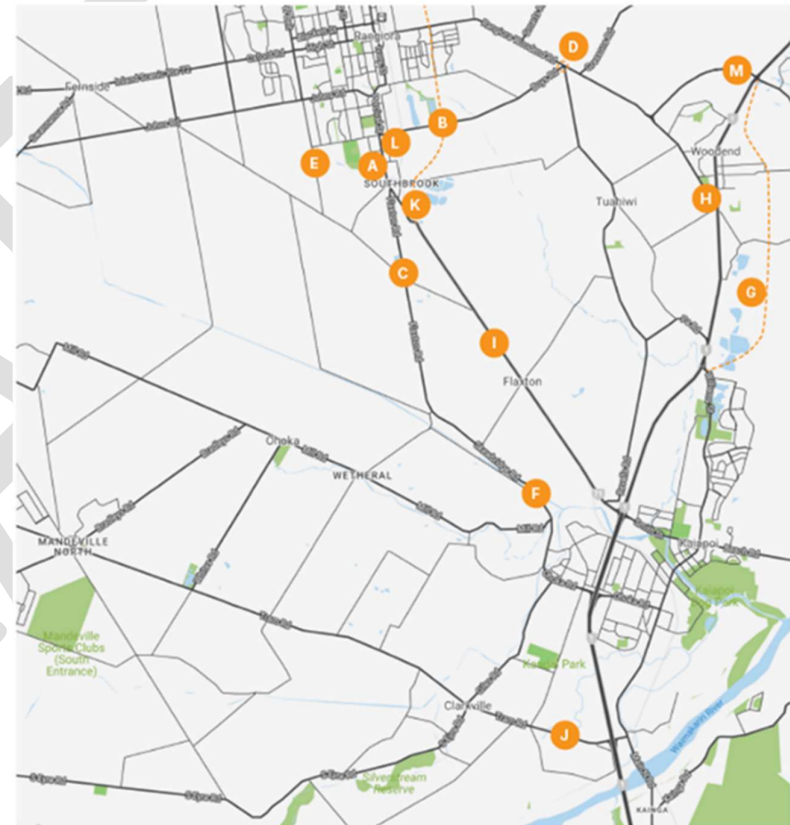


Figure 3: Map of major planned roading projects in the east of the District

Rangiora Eastern Link Business Case

The Council has been planning to address congestion and enable growth for over two decades

- The concept of an eastern link was first identified in 2001, and planning for growth has been long standing through various iterations of structure plans, district plans and outline development plans.
- During intervening years there has been continued to be substantial growth which is exacerbating congestion along Southbrook Road.
- The 2001 Rangiora Transport Study (Beca) identified a range of existing and future deficiencies in the transport network. The greatest issue identified was the increasing congestion on the Rangiora North-South strategic route. Also noted was the impact of housing growth, safety at the railway level crossings and the rural/urban fringe and the need for more direct bus routes.
- This study identified an eastern link road from Southbrook to the east of town as the second highest priority project after interim traffic signal improvements on the north-south route. In 2005, Opus (now WSP) completed a Scheme Assessment of a new road, called the Rangiora Eastern Link.
- In 2021, further technical work was undertaken to support a Notice of Requirement to include the route of the road as a designation in the Proposed District Plan. This designation became operative in xxx 2025.

- The proposed Eastern Link was included in the Canterbury Land Transport Plan (2024-2034) and co-funding for this business case work was included in the National land Transport Plan (2024-2034).
- Council has leveraged the land development on the east side of town to progressively advance development of the eastern link between Northbrook Road and Coldstream Road.
- Through major developments such as Belgrove, 35% of the road has already been constructed, with a further 15% to be completed in future subdivision processes, with contributions levied towards the section south of Northbrook Road.

A potted history of the Rangiora Eastern Link



Rangiora Eastern Link Business Case

The Investment Environment

This section considers the strategic environment that this investment is being considered, and what may influence the outcomes sought

Major risks and uncertainties

Main Risks	Conseq'ce (H/M/L)	Likelih'd (H/M/L)	Comments and Risk Management Strategies
Land development and growth does not occur as expected	L	L	<p>The District Plan had established the land use pattern and areas of future development for the next period, and this it is unlikely that this will change materially. Regardless, the benefits of the investment would accrue either slightly faster or slower depending on the pace of growth.</p> <p>Investment in development (planning and associated services) are being made in all the major land holdings in east Rangiora.</p>
Mass Rapid Transport is funded and delivered in the near term	L	M	<p>Mass Rapid Transport is being planned for greater Christchurch, with the likely form of link to Rangiora via high frequency buses and park and ride systems. This is already largely in place and the investment would minimise travel time for public transport in Rangiora.</p>

Main Risks	Conseq'ce (H/M/L)	Likelih'd (H/M/L)	Comments and Risk Management Strategies
Technological change away from private car use	M	L	Should an unknown technology that changes the type and volume of traffic, then this will result in a longer lifespan of the proposed investment.
Insufficient funding with the NLTP to support this investment	H	H	WDC has 75% of the funding in place for the proposed investment, however if it is not able to raise the balance of the funding then the current Long Term Plan, then the investment would not proceed. This was decided on the basis of community feedback as part of the Long Term Plan process.
The [Proposed] District Plan is made operative and not challenged to the Environment Court, affecting the designation for the land.	L	L	The time required to conclude the RMA proceedings are shorter than the development timeframe for this project. There is no objection in place to the designation.
Pressure on rates leads to deferral or removal of funding	H	L	Although the Waimakariri District is subject to pressure on rates as most local authorities in New Zealand, The Council have committed to this project through its LTP provided that NLTP funding is also secured.

Rangiora Eastern Link Business Case

Key Assumptions

Main Assumptions	Consequence if incorrect (H/M/L)	Likelihood of incorrect (H/M/L)	Comments and Management Strategies	Issue
			Traffic forecasts are correct	M
				L
				The thresholds for action have already been reached (poor level of service and rezoning of residential land, and hence variation in forecasted traffic volume is unlikely to make a material change to the benefits

Rangiora Eastern Link Business Case

The Case for Change

What are the problems

Growing traffic volumes have caused severe congestion, leading to increased travel time and unreliability along Southbrook Road.

New growth areas on the eastern and south edges of Rangiora have insufficient capacity transport links, which will constrain housing growth and economic activity.

Higher volumes across all travel modes are **increasing conflicts and severance**, leading to an increased risk of death or serious injury.

Rangiora Eastern Link Business Case

Evidence for these problems

The population has grown fast and will continue to grow growth

Waimakariri District is a member of the Greater Christchurch partnership, a high growth area under National Policy Statement direction. The approved Future Development Strategy, (FDS), for Greater Christchurch anticipates steady District growth from the current population of 67,900 to around 82,000 by 2033, and in the order of 102,000 by 2052. Up to 15,000 additional homes are expected to be required to accommodate population change over the next 30 years

As of 2023, Rangiora's population is estimated at around 21,400 and is projected to grow to approximately 26,200 by 2048 and is a local service centre for about 60% of the district's population. By 2031, it is expected to provide goods and services for around 50,000 people.

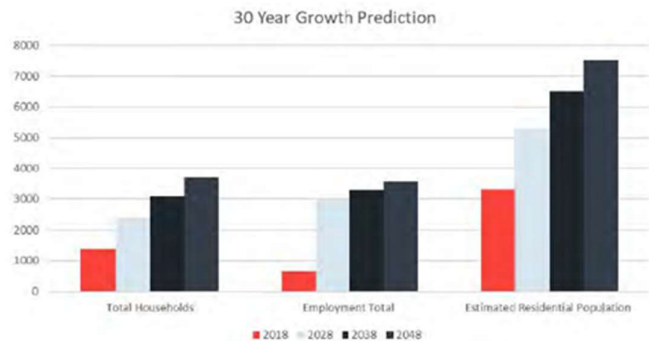


Figure 4 30 year growth forecasts

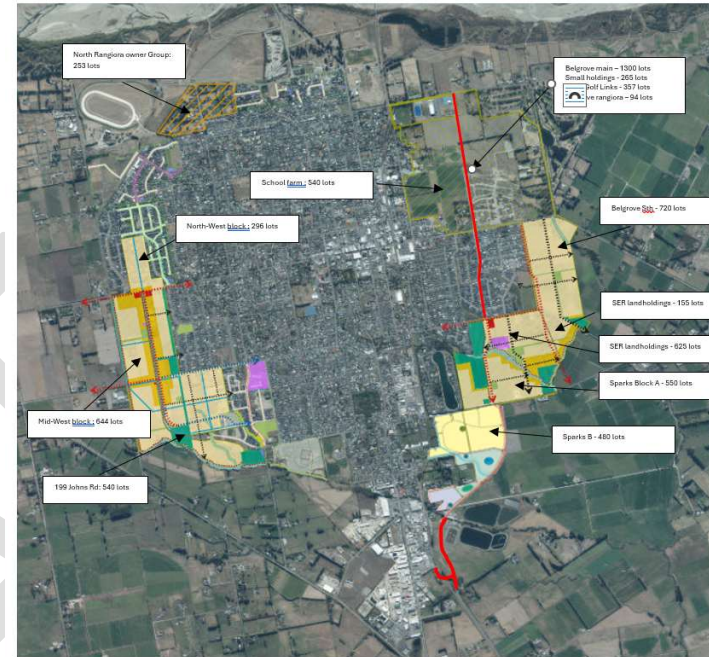


Figure 5: Rangiora Growth areas

The proposed District Plan identifies land for up to 5,086 new residential lots in East Rangiora and a further 1,733 lots in West Rangiora.

The map below shows the areas identified in the [proposed] District Plan for greenfield residential development. This encompasses 415ha to the east of Rangiora, of which approximately 25ha has already been developed, with a potential upper bound yield of 5,086 lots.

A further 200ha of land in West Rangiora is re-zoned with a potential yield of 1,733 lots.

Rangiora Eastern Link Business Case

Growing traffic volumes has already caused congestion and slowed travel times

A Transport Assessment⁸ has been completed to understand the impact of the growing traffic volumes with and without intervention. Figure xx shows that traffic volumes on Southbrook Road, Lineside Road and Flaxton Road plateau because Southbrook Road is at or near capacity. This is reinforced by the travel times presented in Figure xx and the delays at intersections in figure xx

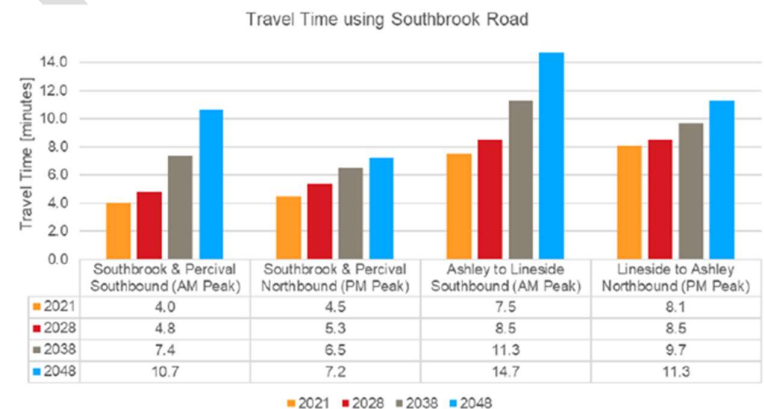
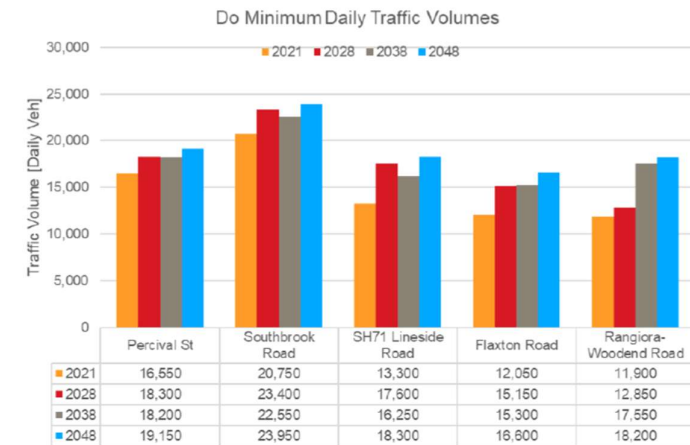
As development progresses in the eastern growth areas, this also leads to an increase in traffic on the Rangiora-Woodend Road as drivers take alternative routes.

The modelling shows that the intersections along Percival Street and Southbrook Road show increasing levels of delay, meaning it is more difficult to access the north-south corridor. with minor approaches consistently at LOS E/F.

Intersection LOS for AM Peak	2028			2038			2048		
	Veh	Do Minimum Delay	LOS	Veh	Do Minimum Delay	LOS	Veh	Do Minimum Delay	LOS
Ashley Street / Coldstream Road	857	11	B	1,058	13	B	1,304	24	C
Ashley Street / High Street	1,333	25	C	1,472	27	C	1,641	30	C
Ivory Street / Northbrook Road	1,309	23	C	1,566	91	F	1,601	141	F
Percival Street / Victoria Street	1,535	38	E	1,609	50	E	1,632	62	F
Percival Street / Johns Road	1,657	42	E	1,784	57	F	1,807	73	F
Percival Street / Charles Street	1,505	36	E	1,831	127	F	1,871	179	F
Southbrook Road / South Belt / Percival Street / Boys Road	2,045	46	D	2,066	56	E	1,953	24	C
Southbrook Road / Torlesse Street	1,873	7	A	1,944	31	C	1,912	27	C
Southbrook Road / Pak 'n Save supermarket	1,972	7	A	1,952	7	A	1,914	7	A
Lineside Road / Todds Road	1,866	79	F	1,828	113	F	1,810	243	F
Lineside Road / Flaxton Road	1,866	38	E	1,805	36	E	1,777	39	E
Kippenberger Ave / MacPhail Ave	781	11	B	1,156	12	B	1,422	13	B
Northbrook Road / MacPhail Ave	287	6	A	954	12	B	1,030	12	B

The intersection of Ivory Street and Northbrook Road is the southernmost access to the eastern development areas (without an eastern link in place). Here the LOS is forecast to degrade with the uptake of residential development.

⁸ Rangiora Eastern Link: Transportation Assessment of options. Stantec, 2024



Rangiora Eastern Link Business Case

East Rangiora development has been planned around a new arterial connection to enable development

The Outline Development Plans for East Rangiora show a north-south arterial road providing a core transport link

Outline Development Plans (ODP) in the **proposed** District Plan have been developed through multi-disciplinary processes included transport expertise to prepare viable and robust urban development strategies. This is supported by expertise evidence given at various hearings. An example is referenced¹¹.

As shown in the ODP to the right, a key element of the ODP is the provision of a new collector road through the development areas and to the south.

A Transport Assessment (Rangiora Eastern Connection – Technical Assessment - Transportation, WSP 2021) used the CAST¹² traffic model to assess the impact of the likely best project and compared with the do-minimum option of retaining Southbrook Road as the only north-side transport corridor.

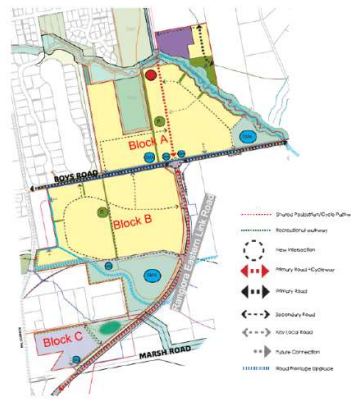


Figure 6 South east Rangiora DSraft Outline Development Plan

Comparing the travel times to/from four destinations in Rangiora show the 41-64% reduction in travel time as a result of the REL. This is in the context of the poorly performing (Level of Service F) intersections along Southbrook Road. The key diagrams from this study are reproduced below.

Without an alternative transport link, these development areas will have poor connection with the town and to Christchurch and travel times will be materially higher and even more unreliable than at present.

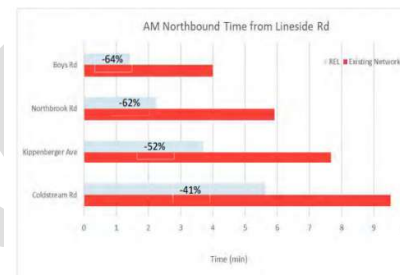
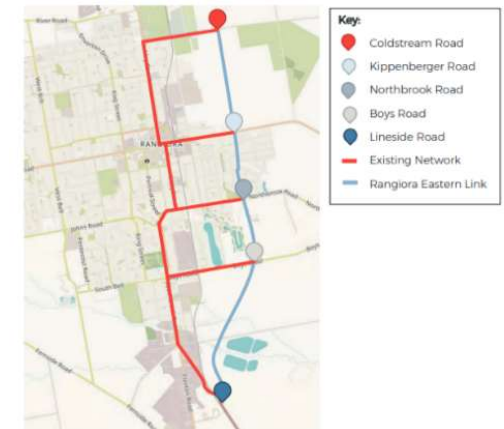


Figure 4-2. AM northbound travel time from Lineside Road.



¹¹ https://www.waimakariri.govt.nz/_data/assets/pdf_file/0019/160732/Lisa-Williams-Transport.pdf

¹² This model is the strategic level traffic model used across Greater Christchurch

Rangiora Eastern Link Business Case

Railway Crossing safety

Daily traffic volumes travelling east-west across the level crossings are forecast to increase as a result of growth without intervention. The exception is the railway crossing on Lineside Road where the upstream effects of Southbrook Road limit the daily traffic increase past 2028.

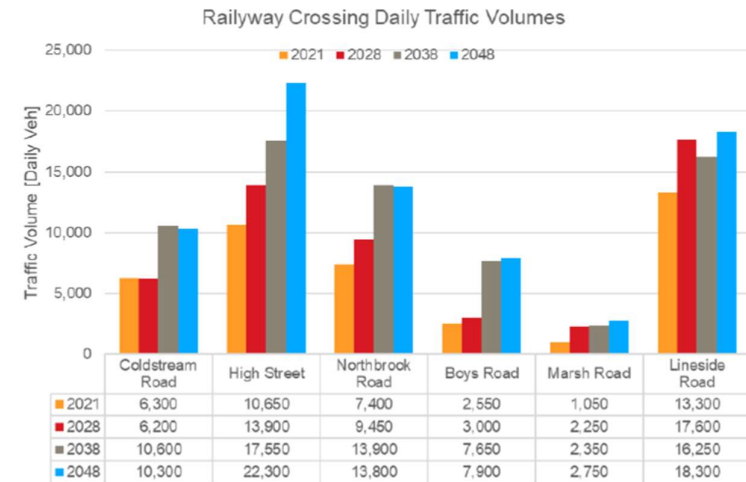
A Level Crossing Safety Impact Assessment (LCSIA) has been completed on the Lineside Road and Marsh Road level crossings. The Level Crossing Safety Score (LCSS) has been assessed as follows:

Lineside Road Level Crossing¹³

- LCSS = 40
 - increasing to 42 with growth
- Medium High Risk Band
- Fatal Return period 732 years
 - reducing to 630 years with growth

Marsh Road level Crossing¹⁴

- LCSS = 44
- Medium High Risk Band
- Fatal Return period 770 years



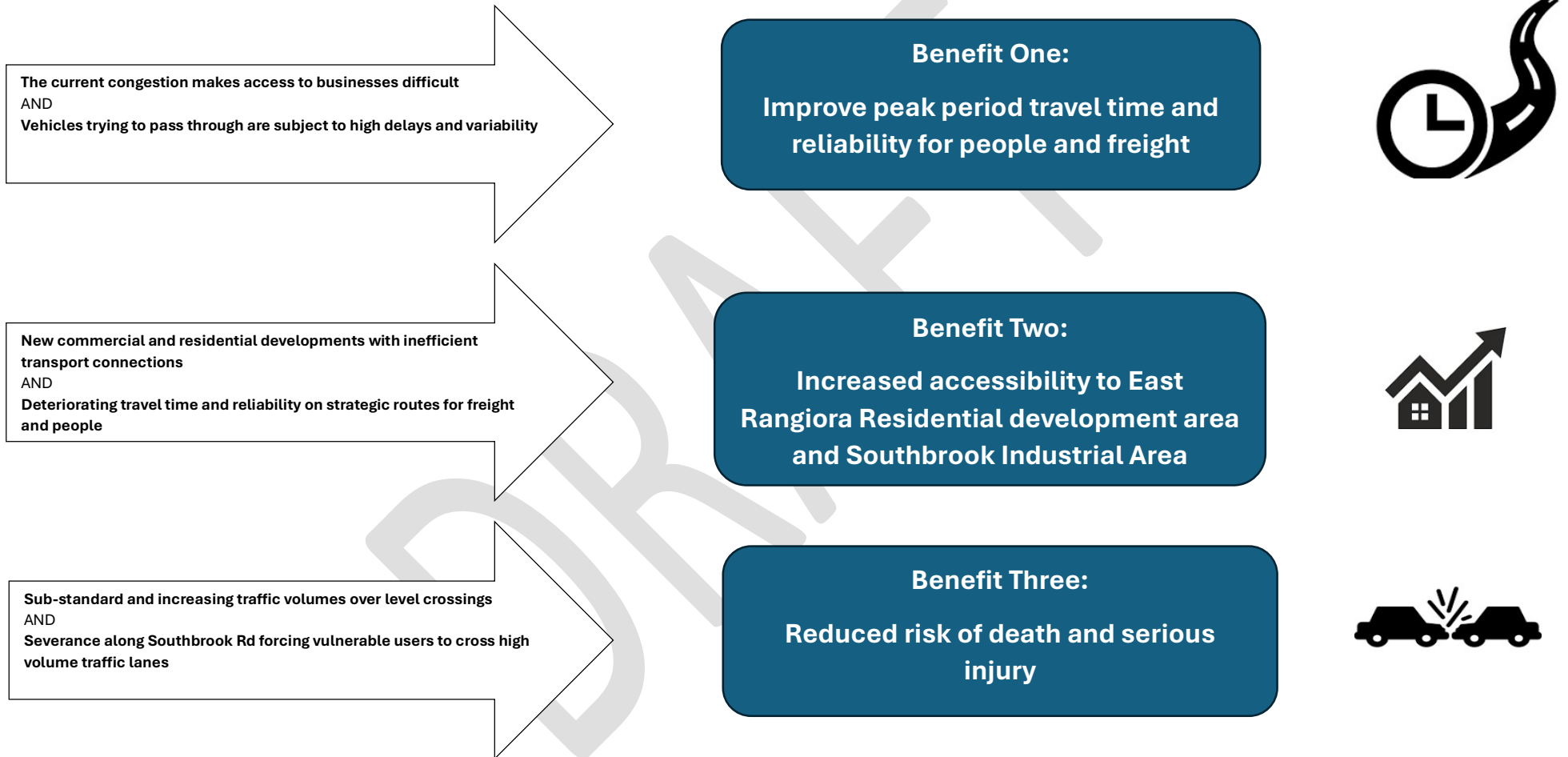
¹³ Lineside Rd LCSIA, Stantec 2025

¹⁴ Marsh Rd and Dunlops Road LCSIA, Stantec 2023

Rangiora Eastern Link Business Case

What are the potential benefits

The key benefits and causal links are



Rangiora Eastern Link Business Case

The Waka Kotahi NZTA Land Transport Benefits Framework is a consistent set of benefits and measures that makes it possible to consider, measure and report on all impacts of New Zealand's investment in land transport. They provide a consistent way of measuring benefits across all projects and across time.

The following table sets out which benefits from the framework are expected to accrue from this investment. Refer to Attachment B for the Benefits Map

Benefit cluster	Benefit	Measure
Healthy and safe people 1. Changes in user safety	1.1 Impact on social cost of deaths and serious injuries	1.1.2 Crashes by severity [#]
	1.2 Impact on a safe system	1.2.1 Road assessment rating

Rangiora Eastern Link Business Case

Benefit cluster	Benefit	Measure
Economic prosperity 5. Changes in transport costs	5.1 Impact on system reliability	5.1.2 Travel time reliability – motor vehicles [#]
		5.1.3 Travel time delay [#]
	6.2 Impact on network productivity	6.2.6 Access to key economic destinations
Inclusive access 10 Changes in access to social and economic opportunities	10.1 Impact on user experience	10.3.1 Access to key social destinations

Rangiora Eastern Link Business Case

The Investment Objectives

Objective One: *Reduce pm peak travel time between Lineside and Northbrook Road by 20% by 2038*

Objective Two: *Improve accessibility from East Rangiora development area to SH1 by 3 minutes by 2038*

Objective Three: *Improve the Infrastructure Risk Rating on strategic roads in South Rangiora to Medium or better by 2038*

Summarising the Case for Change

The fast growing town of Rangiora is an important component of the South Island's largest urban conglomeration, and is a Priority Development Area for greater Christchurch.

This fast growth over the last decades have led to the high levels of congestion currently seen along the major north-south strategic road, but on top of the high growth already experienced, the town is set to grow considerably further with over 6,700 greenfield residential lots enabled under the [proposed] District Plan.

New transport links are required to unlock these development areas and ensure that people and freight can move quickly. But this growth is hindered by the north south strategic corridor that connects business, freight and people to Christchurch that is already severely congested. The desired growth will make this congestion materially worse and cause significant travel time unreliability and delay.

The increasing traffic volumes also highlight existing weaknesses in the network that might otherwise be tolerable, and particularly the level railway crossings and severance created by Southbrook Road.

There is evidence for these problems through modelling, traffic survey and expert evidence as well as lived anecdotal experience of travel delays in peak times reported by residents and businesses.

Without intervention, traffic delay and reliability will continue to deteriorate, access to business and residential areas will worsen and severance and safety issues will increase due to increased volumes of conflict. With national priorities for land transport focused on economic growth and unlocking land for housing, there is a strong case for intervention to address these issues.

The Economic Case – Exploring the Preferred Way Forward

The purpose of the Economic Case is to identify the investment option that optimises value for money. Having determined the Strategic Context for the investment proposal and established a robust case for change, this part of the Economic Case assesses the best solution to address the objectives.

What are we trying to achieve?

The following critical success factors have been developed:

		Critical Success Factors	Broad Description
1. What are we trying to achieve?	<ul style="list-style-type: none"> Critical Success Factors 	Value for money	<ul style="list-style-type: none"> optimises value for money i.e., the optimal mix of potential benefits, costs and risks balances the cost of delivery and management with the financial and non-financial benefits
2. What are choices?	<ul style="list-style-type: none"> Strategic interventions and response Long List and shortlist 	Affordable	<ul style="list-style-type: none"> can be met from likely available funding matches other funding constraints avoids displacing other Island priorities
3. How do they stack up?	<ul style="list-style-type: none"> Economic Assessment Detailed Assessment of Shortlist 	Achievable	<ul style="list-style-type: none"> in the proposed timeframe with the current resources and support within the programme's control and influence with continuity of operation maintained during the construction period
4. The preferred way forward	<ul style="list-style-type: none"> The proposed solution 		
5. What the solution will deliver	<ul style="list-style-type: none"> Key outcomes and benefits of the preferred solution 		

Rangiora Eastern Link Business Case

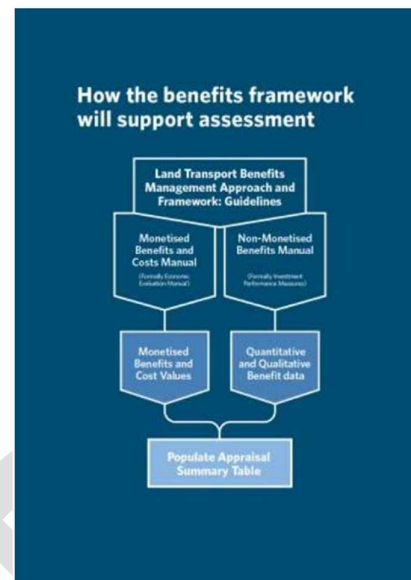
What are the choices?

Approach to option development

This business case takes a multistage approach to developing, sifting and assessing the options.

The initial optioneering developed the preferred strategic response, following the methodology in Victoria's Department of Treasury and Finance Investment Management Standard.

This process confirmed the need for new infrastructure, and so the next stage was to explore the long and short list of physical options (primarily routes) for the new infrastructure. This used the Early Assessment Sifting Tool (EAST) and then MCA analysis to develop the shortlist, and then detailed MCA assessment incorporating the monetised and non-monetised benefits and costs.



Step	Name	Key question
1	Strategic Interventions	What are the available strategic interventions that might be taken to address the problems identified?
2	Strategic response	What is the preferred strategic response, being a combination of interventions that best delivers the benefits
3	Very Long List of new infrastructure options	What are all the new infrastructure options available (very long list)
4	Early Assessment Sifting Tool (EAST) to determine Long List	What is the reasonable list of long list options to assess
5	Assessment of Long List to determine Short List	How does each options stack up against benefits, critical success criteria and impacts
6	Detailed Assessment of Short List	Which option provides the best value for money
7	Determination of the preferred way forward	Decision on the preferred route

Rangiora Eastern Link Business Case

The Do minimum

The do minimum is established as the existing range of projects in the Council's Long Term Plan, with the exception of the Rangiora Eastern Link. These include:

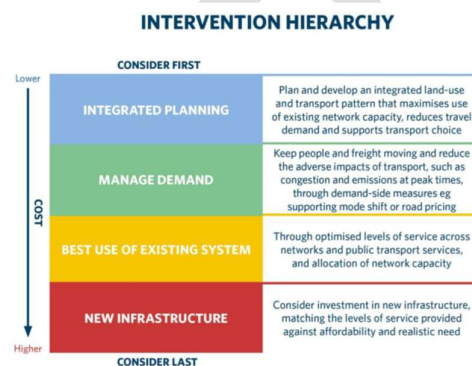
- Western route improvements
- Flaxton/Skew Corridor improvements
- Belfast to Pegasus SH1 Woodend bypass
- Five crossroads improvements
- Other minor works

Of note, it also includes the forecast growth outlined in the Strategic Case.

The Long List of options

Strategic Interventions

To enable value for money and prioritise more space efficient modes of moving people and goods, the NZTA Intervention Hierarchy recommends an approach that considers land use first and investment in new infrastructure last.



In this process, land use has been considered in detail through the district plan and related structure planning processes which are prior to and outside this business case. The optioneering in this Business

Case seeks to enable this land use and achieve the best outcome against the objectives.

The table below sets out the schedule of strategic interventions and clusters these against a range of different strategic responses, ranging from Do Nothing, through to changing emphases on economic, safety and demand management. An additional strategy that considers a more radical change to land use and transport in Rangiora is also assessed.

The Preferred Strategic Response

The analysis concludes that an emphasis on 'Driving economic productivity' is the preferred strategy to best deliver the benefits identified in the Strategic Case. This strategy involves:

- Matching pace of growth with availability of transport connections
- Improving safety at intersections and cycle facilities
- Increasing capacity of transport network in Rangiora
- Increasing capacity of connections to service new growth areas

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The alternative approaches such as managing demand or focusing solely on safety improvements, is unlikely to address the key problems around congestion or unlocking land for housing and industry.

A more radical approach to adjust land use and employment patterns is considered inappropriate and not a realistic strategy.

It is noted that demand management and safety improvements are part of the Business as usual activities of the Council under the Transport Activity Management Plan and the Greater Christchurch PT Futures Business case and so subject to separate planning and funding processes.

ENABLING SAFE AND EFFICIENT MOVEMENT AROUND SOUTHBROOK AND EAST RANGIORA Driving economic growth					
Department: Roadway Investor: Joanne McBride Facilitator: Rob Kerr Initial Workshop: <dd/mm/yyyy> Version No.: <a.g. 0.1, 1.0 etc.> Last Modified by: Rob Kerr 05/03/25					
	Option 1 Business as usual / Do nothing	Option 2 Increasing capacity	Response options Option 3 Reducing demand	Option 4 Improving safety	Option 5 Changing the way we live
Interventions					
Integrated Planning					
Integrated Land Use					
Improve driver skills and capability to enable safer journeys	100%			20%	
Change development pattern in Rangiora to align with existing transport network					50%
Encourage and incentivise brownfield intensification in Rangiora					30%
Managing demand					
Reduce demand for travelling during peak times			60%		
Increase safety by reducing traffic speeds in Rangiora				30%	
Reduce traffic volumes on the road by increasing public transport use			20%		
Best use of existing assets					
Match lane use to traffic patterns using total lining (2+1) along Southbrook Road					10%
Upgrade level crossings and intersections to enhance safety		20%		50%	
Upgrade the capacity of existing western route to divert traffic away from Southbrook Rd		10%			
New infrastructure					
Increase capacity of network		70%			
Increase capacity of PT network with new mass rapid transit system					10%
Upgrade Park and Ride Infrastructure in order to increase bus passengers			20%		
Total	100%	100%	100%	100%	100%
Benefits					
	Option 1 Business as usual / Do nothing	Option 2 Increasing capacity	Response options Option 3 Reducing demand	Option 4 Improving safety	Option 5 Changing the way we live
Percentage of full benefit to be delivered	10.0%	64.3%	16.0%	15.0%	17.5%
Benefit 1 - Reduced Travel Time	30%	0.0%	22.5%	12.0%	9.5%
Benefit 2 - Increased economic activity	35%	0.0%	29.8%	0.0%	7.0%
Benefit 3 - Reduce risk DSI	20%	10.0%	12.0%	4.0%	1.0%
Risk and uncertainty					
Risk 1	High - Community expectations not met	Med - Insufficient funding available through NLTP	High - Support for constraint on type of growth	Med - Insufficient funding available through NLTP	H - Process to change district plan unlikely to be successful or timely
Risk 2	Med - Not delivering GPS outcomes	L - Design solutions do not deliver outcomes	H - Take up of mode shift uncertain	L - Design solutions do not deliver outcomes	H - Public acceptance of any form of direct charging
Risk 3			H - Public acceptance of any form of direct charging	M - Effectiveness of education campaigns unknown	M - Effectiveness of change to working and industry unlikely to be effective
Dis-benefits					
Dis-benefit 1	High - Increasing risk of DSI	Low - Increased emissions	Med - Reduction in economic activity and or residents leaving	Med - Reduction in economic activity and or residents leaving	M - Loss of existing planning support
Dis-benefit 2	Med - Increased disruption/delay to travel				H - Loss of existing industries
Interdependencies					
Interdependency 1	M - Growth forecasts and development contributions	L - Proposed District Plan	L - Ecan bus operators	L - Ecan bus operators	H - Government Policy statements
Interdependency 2		M - Long Term Plan funding process	L - Proposed District Plan		H - Proposed District Plan
Is a real options analysis workshop required? Yes/No/Maybe	No	No	No	No	No
Cost					
Capital total estimated investment (TE) (range)	no extra	\$35 M	\$10 M	\$10 M	\$10 M
Time					
(Range)	0	5 years	2 years	5 years	10 years
Ranking					
1-6	4	1	3	2	5
Overall Assessment:					
A strategic focus on economic productivity and growth is considered the best approach to delivering the benefits. It is more achievable and delivers more benefits and does not require significant change in the					
Recommendation:					
Adopt a focus on economic growth and productivity as the preferred way forward					

Rangiora Eastern Link Business Case

Sifting the Very Long List of new infrastructure options

The above preferred strategic response includes increasing the capacity of the transport network in Rangiora and to serve new growth areas. It also includes improving safety for cyclists and matching the pace of development.

Analysis of these options identified a very long list of options and these are shown in the table below. with key columns from the Early Assessment Sifting Tool (refer attachment **XX** for full EAST)

Intervention types	"Name of alternative/option"	Cost	Fatal flaws	Summary of decision made
Integrated planning	Change development pattern to align with existing network	\$5-\$50 million	Decisions already made. Mostly supports existing corridors now	Discontinue
Manage demand	Time of Use Charging	\$5-\$50 million	New technology in small town appears inappropriate but progress to test further	Progress
Manage demand	Congestion Charging	\$5-\$50 million	New technology in small town appears inappropriate	Discontinue
Best use of the existing system	Tidal laning (2+1)	\$5-\$50 million		Progress
Best use of the existing system	Four lane Southbrook Rd within existing road reserve	\$5-\$50 million		Progress
Best use of the existing system	Increase PT frequency	\$1-\$5 million	Unlikely to be effective in changing patterns	Discontinue
Best use of the existing system	Upgrade western route	\$5-\$50 million	Does not meet objective for East Rangiora growth	Discontinue
New infrastructure	Construct REL Sbk to Northbrook (West of WWTP)	\$5-\$50 million		Progress
New infrastructure	Construct REL Sbk to Northbrook (East of WWTP)	\$5-\$50 million		Progress

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Intervention types	"Name of alternative/option"	Cost	Fatal flaws	Summary of decision made
New infrastructure	Construct REL Lineside to Northbrook	\$5-\$50 million		Progress
New infrastructure	Park and Ride upgrade	\$1-\$5 million	Unlikely to be effective in changing patterns	Discontinue
New infrastructure	Mass rapid transit	\$50+ million	Unlikely to be effective in changing patterns sufficiently	Discontinue
New infrastructure	New western bypass	\$50+ million	Does not meet objective for East Rangiora growth	Discontinue
New infrastructure	New eastern bypass - Fernside to Coldstream Rd	\$5-50 million		Progress
New infrastructure	Widen and four lane Southbrook Rd			Progress

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Assessment of Long List to determine Short List

Taking the long list from the previous section (Sifting), a Multi Criteria Assessment (MCA) was undertaken with rough order cost estimates with routes developed for each option. The map of each route is figure xx.

The full MCA is included as attachment XX, and the table below summarises the key findings.

The options were assessed against the

- Three investment objectives,
- Critical success factors, and
- Opportunities and Impacts

Observation from the assessment include:

- The cost of land acquisition and building demolition in order to widen Southbrook Road to 24m is both very high, very disruptive and will require significant use of compulsory acquisition powers in order to achieve which will be challenged and may be denied as there are viable alternatives.
- Time of Use Charging in a town would be expensive to establish and is likely to create significant community opposition, increasing the risk to delivery. It will also only be partially effective in delivering the investment objectives.
- Similarly, tidal flow laning of Southbrook Road is both very expensive to implement and carries a high delivery risk due to likely community opposition. It will also only be partially effective in delivering the investment objectives particular as

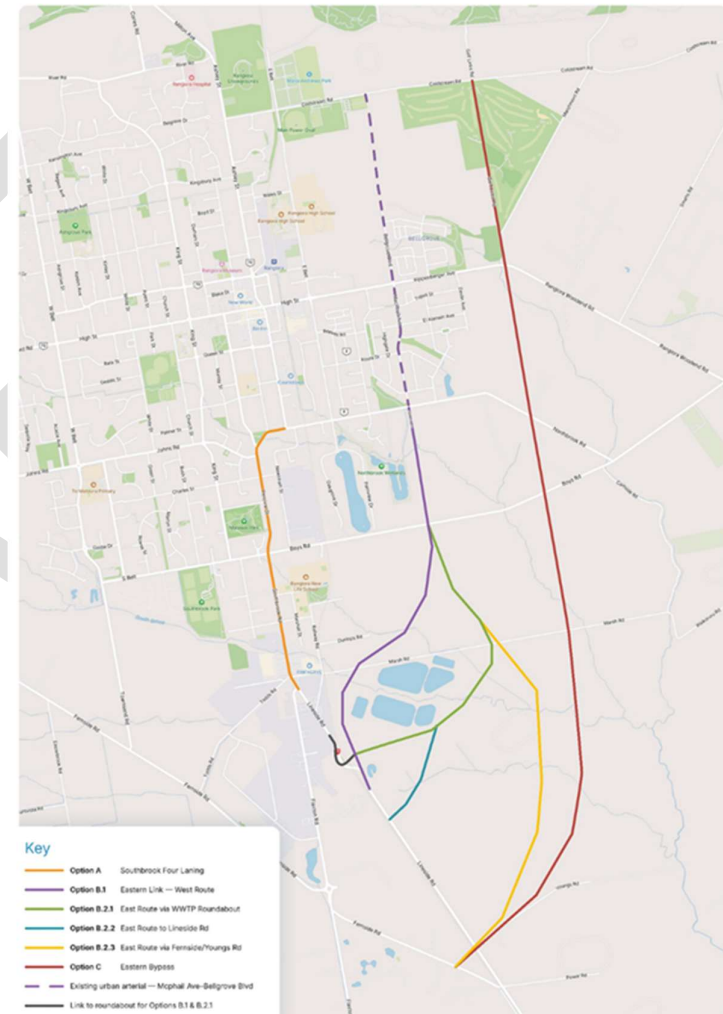


Figure 7 Long List of route options

Rangiora Eastern Link Business Case

evidence (reference required) is that crash rates increase by 30%.

- All the new routes to the east of the township score well in achieving the objectives, notwithstanding that all routes carry similar challenges in terms of ground conditions and watercourses.
- The routes that are outside the designation carry greater risk to delivery as a full consenting process and compulsory acquisition of the land will be required.
- The two options involving connection to Lineside Road at Fernside Road would assist in resolving a safety issue at the Fernside/Lineside intersection, but are materially more expensive and involve greater levels of land acquisition (and hence risk to delivery).
- The four laneing of Southbrook Road within the existing 20m road reserve is physically achievable and the lowest cost, however carries significant safety, severance and impacts on access to business and social destinations.

Options		RoC	Weighted score	Rank	Shortlist
A.3	Southbrook three laning – tidal flow 2+1 within existing road reserve	Not costed	-0.7	7	
A.4	Congestion charging / Time of Use	Not costed	-1.17	10	
Eastern Alignments					
B.1	Eastern Link - west route	\$34.9M	1.1	1	Y
B.2.1	Eastern Link – east route to WWTP roundabout	\$35.7M	0.98	2	Y
B.2.2	Eastern Link – east route to Lineside Rd	\$32.9M	0.37	3	Y
B.2.3	Eastern Link – east route to Fernside/Youngs	\$40.9M	-0.37	5	
C	Eastern Bypass	\$44.6M	-0.97	9	

Options		RoC	Weighted score	Rank	Shortlist
DM	Do Minimum		0	4	Y
Southbrook Road					
A.1	Southbrook Four laning – within existing road reserve	\$21.5 M	-0.68	6	Y
A.2	Southbrook Four laning – within wider road reserve	\$38.9 M	-0.85	8	

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Sensitivity testing

To test the sensitivity of the assessment, the MCA was adjusted to weighted towards a) the investment objectives, or b) Economic productivity, or c) Social and Cultural impacts.

The results are shown in the table below. This shows

- the inclusion of the three variations on the Rangiora Eastern Link are not sensitive to the weightings of the MCA,
- The inclusion of four laning of Southbrook Road is somewhat sensitive to the weightings.

			Base Ranking			What if Scenarios: if we weighted towards:								
			Weighted score	Rank	Shortlist	Investment Priorities			Economics		Social & Cultural			
Options						Weighted	Rank		Weighted	Rank	Weighted	Rank		
DM	Do Minimum		0	4	Y									
Southbrook Road														
A.1	Southbrook Four laning – within existing road reserve	\$21.5 M	-0.68	6	Y	0.15	8		0.25	5	-1.35	7		
A.2	Southbrook Four laning – within wider road reserve	\$38.9 M	-0.85	8		0.35	6		0.25	5	-1.25	6		
A.3	Southbrook three laning – tidal flow 2+1 within existing road reserve	-	-0.7	7		0.15	8		0.25	5	-1.14	3		
A.4	Congestion charging / Time of Use	-	-1.17	10		0.35	6		-1	9	-1.24	5		
Eastern Alignments														
B.1	Eastern Link – west route	\$34.9M	1.1	1	Y	3	1		1.75	1	-0.87	1		
B.2.1	Eastern Link – east route to WWTP roundabout	\$35.7M	0.98	2	Y	3	1		1.75	1	-0.87	1		
B.2.2	Eastern Link – east route to Lineside Rd	\$32.9M	0.37	3	Y	2.8	3		1.5	3	-1.18	4		
B.2.3	Eastern Link – east route to Fernside/Youngs	\$40.9M	-0.37	5		2.55	4		1	4	-2.04	8		
C	Eastern Bypass	\$44.6M	-0.97	9		2	5		0.25	5	-2.3	9		

Selection of the Shortlist

The analysis determines that the variations on an eastern link (options B.1 and B.2.x). all score the highest and are bought forward for more detailed assessment.

Option A.1 Southbrook Rd is being bought forward to the shortlist despite scoring lower than other eastern link options. The project team consider that it is important to continue to test this option as it forms a baseline to maximise the capacity of an existing asset, is a lower cost option and is sensitive to the weighting of the criteria.

As such, the preferred shortlist is:

- Do Minimum
- Option A.1 Four laning Southbrook Road within the existing road reserve
- Option B.1 Rangiora Eastern Link to Southbrook Road, West of the WWTP along the existing designation
- Option B.2.1 Rangiora Eastern Link to Southbrook Road, East of the WWTP outside the existing designation
- Option B.2.2 Rangiora Eastern Link to Lineside Road, East of the WWTP outside the existing designation

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How do the shortlisted options stack up?

Understanding different view points

A drop-in session with Elected Members was held on 19th February. There was a range of views expressed at the session and written feedback received from 9 members only. Of those who provide written feedback, there was support for route directly to Lineside Road as well as the other options, with no support for four laning Southbrook Road. This is summarised in the table below:

	Option	Preferred	Support also	Oppose	Comment
A	Four laning Southbrook Rd				
B.1	REL, west of WWTP	2		1	Expected by community
B.2.1	REL, east of WWTP	2	2	1	
B.2.2	REL directly to Lineside Rd	4	1		Lowest cost
B.2.3	REL to Fernside Rd	1	3		Resolve issue at Fernside Rd also

The response from the neighbours along the southern boundary of the wastewater plant is varied, with three comfortable with all the routes (east or west of the plant), with one opposed to the eastern routes which would bring the road nearer to their property.

¹⁵ Rangiora Eastern Link - Economics Memorandum, Stantec, 12 March 2025

The Spark family, as landowners to the north of Marsh Road and to the east of the wastewater plant, support the eastern route options. This includes the better urban form created by an eastern route which leads to less impact on the farming operation and better support industrial land uses and future development to the east and allow creation of a more welcoming entrance centred around the values of the Southbrook and Middlebrook Streams.

Economic Modelling

An economic analysis¹⁵ undertaken for the Rangiora Eastern Link (REL), aligning with the guidelines and procedures outlined in the Monetised Benefits and Cost Manual (MBCM, November 2024) and the Crash Estimation Compendium (CEC). Refer attachment xx.

Component	Option A (4-laning)	Option B1a (REL West)	Option B2.1 (REL East)	Option B2.2 (Lineside Rd)
TT Savings	\$26.5	\$227.7	\$201.4	\$218.0
VOC Savings	\$39.9	\$50.7	\$48.5	\$53.6
Active Modes	\$3.8	\$3.7	\$4.1	\$4.3
Safety	-	-	-	-
Total PV Benefits	\$70.2	\$282.0	\$254.0	\$276.0
Total PV Costs	\$35.6	\$58.2	\$59.4	\$54.8
Developer Contribution	\$7.5	\$24.7	\$25.2	\$23.2
BCR (National)	2.0	4.8	4.3	5.0
First Year Rate of Return (FYRR)	6%	5%	6%	3%

The key metrics for each shortlisted option are summarised in the table xx. Refer to appendix xx for more detailed information

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Traffic Modelling

Key findings from the traffic modelling undertaken to support this business case are outlined below with more detail in the appendices:

The shortlisted options all relieve the congestion on Southbrook Road

Route	AM Peak					PM Peak				
	DM	OptA	OptB1a	OptB21	OptB22	DM	OptA	OptB1a	OptB21	OptB22
2028										
Northbrook to Lineside SBD	4.8	3.5	4.0	4.0	4.0	4.3	3.3	4.0	4.0	4.0
Lineside to Northbrook NBD	4.1	3.2	3.7	3.7	3.7	5.3	3.7	4.6	4.7	4.6
Lineside Road SBD	6.2	6.5	6.6	6.6	6.7	5.7	6.0	6.0	6.0	6.1
Lineside Road NBD	5.2	5.4	5.5	5.4	5.6	7.3	8.6	8.0	7.9	7.9
Rangiora-Woodend EBD	8.3	8.3	8.3	8.3	8.3	8.4	8.5	8.5	8.4	8.4
Rangiora-Woodend WBD	8.6	8.6	8.6	8.6	8.6	8.9	8.8	8.8	8.8	8.8
Eastern Link SBD			6.1	6.3	6.5			6.0	6.3	6.5
Eastern Link NBD			5.8	6.1	6.2			5.9	6.2	6.4
2038										
Northbrook to Lineside SBD	7.4	3.8	4.0	4.1	4.0	4.3	3.3	3.9	3.9	3.9
Lineside to Northbrook NBD	4.2	3.4	3.7	3.8	3.7	6.5	4.7	5.0	4.9	4.8
Lineside Road SBD	6.8	7.6	8.6	8.5	8.6	5.7	5.9	6.1	6.0	6.2
Lineside Road NBD	5.2	5.4	5.5	5.5	5.7	7.8	8.4	9.0	8.7	8.8
Rangiora-Woodend EBD	11.6	9.4	8.8	8.8	8.8	8.8	8.9	8.8	8.8	8.8
Rangiora-Woodend WBD	9.0	8.9	8.8	8.8	8.8	10.2	9.7	9.7	9.6	9.6
Eastern Link SBD			7.0	7.0	7.4			6.5	6.7	6.9
Eastern Link NBD			6.1	6.4	6.6			6.4	6.7	6.9
2048										
Northbrook to Lineside SBD	10.7	4.3	4.2	4.3	4.2	4.5	3.4	3.9	3.9	3.8
Lineside to Northbrook NBD	4.4	3.4	3.9	3.9	3.8	7.2	5.9	5.5	5.2	5.2
Lineside Road SBD	6.9	9.0	11.0	10.4	10.7	5.9	6.1	6.5	6.3	6.5
Lineside Road NBD	5.2	5.5	5.6	5.5	5.7	9.2	10.0	10.8	10.1	10.3
Rangiora-Woodend EBD	14.9	12.0	10.9	10.4	10.5	9.1	9.1	9.1	9.1	9.1
Rangiora-Woodend WBD	9.4	9.4	9.1	9.0	9.0	12.5	11.9	11.5	10.7	10.7
Eastern Link SBD			7.2	7.2	7.5			6.8	6.9	7.1
Eastern Link NBD			6.1	6.4	6.6			6.5	6.7	6.9

All options will shift traffic away from Southbrook Road, and running will reduce and better use is made of Flaxton Road

		Do Min	Opt A	Opt B.1a	Opt B.1a	Opt B.2.1	Opt B.2.2
2028							
Ivory Street	north of Northbrook Road	12,100	16,450	11,550	11,450	11,700	11,350
Percival St	north of South Belt	18,300	23,400	15,900	15,850	16,250	15,850
Southbrook Road	north of Station Road	23,400	28,050	20,400	20,300	20,750	20,150
Southbrook Road	at level crossing	17,600	20,550	15,250	12,700	14,550	13,350
SH71 Lineside Road	south of REL roundabout	17,600	20,550	19,250	18,800	18,800	18,150
Rangiora-Woodend Road	east of Golf Links Road	12,850	10,600	11,900	12,300	12,000	12,450
Fernside Road	south of Townsend Road	11,700	10,450	11,000	10,750	11,350	11,100
Flaxton Road	south of Lineside Road	6,800	7,950	7,250	7,850	7,400	7,950
2038							
Ivory Street	north of Northbrook Road	13,450	18,150	12,800	12,650	13,000	12,700
Percival St	north of South Belt	18,200	24,800	15,500	15,300	16,000	15,650
Southbrook Road	north of Station Road	22,550	28,900	19,800	19,400	20,050	19,600
Southbrook Road	at level crossing	16,250	20,800	14,700	11,250	13,650	12,650
SH71 Lineside Road	south of REL roundabout	16,250	20,800	20,700	18,550	20,050	19,800
Rangiora-Woodend Road	east of Golf Links Road	17,550	14,600	16,150	18,050	16,400	16,500
Fernside Road	south of Townsend Road	12,450	11,500	11,750	10,900	11,950	11,900
Flaxton Road	south of Lineside Road	6,700	8,350	8,000	8,750	8,150	8,500
2048							
Ivory Street	north of Northbrook Road	16,150	18,900	14,050	14,050	14,250	13,950
Percival St	north of South Belt	19,150	25,800	16,200	16,300	16,500	16,400
Southbrook Road	north of Station Road	23,950	30,300	20,450	20,300	20,400	20,100
Southbrook Road	at level crossing	18,300	21,600	15,200	12,700	14,200	13,100
SH71 Lineside Road	south of REL roundabout	18,300	21,600	21,550	21,300	20,900	20,750
Rangiora-Woodend Road	east of Golf Links Road	18,200	16,450	18,050	18,050	18,600	18,550
Fernside Road	south of Townsend Road	14,200	12,300	12,850	13,000	13,150	13,050
Flaxton Road	south of Lineside Road	6,700	8,800	8,250	8,550	8,150	8,600

Delays at intersections will be reduced materially, but still poor in some places

Intersection LOS for AM Peak	Do Minimum			2038 Option A			Option B.1a			Option B.2.1			Option B.2.2		
	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS	Veh	Delay	LOS
Ashley Street / Coldstream Road	1,058	13	B	1,133	15	B	1,169	11	B	1,122	12	B	1,120	11	B
Ashley Street / High Street	1,472	27	C	1,688	30	C	1,345	26	C	1,380	26	C	1,382	26	C
Ivory Street / Northbrook Road	1,566	91	F	1,686	24	C	1,362	29	D	1,421	30	D	1,424	29	D
Percival Street / Victoria Street	1,609	50	E	1,967	54	F	1,473	36	E	1,502	37	E	1,504	34	D
Percival Street / Johns Road	1,784	57	F	2,131	57	F	1,611	39	E	1,642	39	E	1,647	38	E
Percival Street / Charles Street	1,831	127	F	2,203	79	F	1,397	36	E	1,451	35	D	1,453	33	D
Southbrook Road / South Belt / Percival Street	2,066	56	E	2,837	44	D	2,007	30	C	2,016	30	C	2,016	28	C
Southbrook Road / Torlesse Street	1,944	31	C	2,424	6	A	1,631	6	A	1,611	6	A	1,615	6	A
Southbrook Road / Pak 'n Save supermarket	1,952	7	A	2,462	5	A	1,736	6	A	1,686	6	A	1,688	6	A
Lineside Road / Todds Road	1,828	113	F	2,282	10	A	1,499	41	E	1,567	48	E	1,589	44	E
Lineside Road / Flaxton Road	1,805	36	E	2,271	13	B	1,656	23	C	1,699	24	C	1,700	22	C
Coldstream Road / REL	583	8	A	549	8	A	762	10	B	685	9	A	681	10	A
Kippenberger Ave / MacPhail Ave	1,156	12	B	1,245	12	B	1,519	13	B	1,419	13	B	1,420	13	B
Northbrook Road / MacPhail Ave	954	12	B	811	10	A	1,490	12	B	1,171	11	B	1,173	12	B
REL / Boys Road	96	11	B	154	11	B	1,293	12	B	1,037	11	B	1,037	12	B
REL / Marsh Road	156			144			1,015	16	C	1,090	13	B	1,088	16	C
Lineside Road / REL	1,367			1,615			1,941	14	B	1,703	13	B	1,707	13	B

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Multi Criteria Analysis

A cross-agency group of senior staff from Council, NZTA and Whitiora (on behalf of Ngai Tuahururi) assessed the short-listed options against a series of criteria.

This assessment is summarised in the following table, with more detailed information in appendix xx.

Type of Criteria	Criteria	Considerations	Option A: Four Lining Southbrook Road	Option B.1: REL west of WWTP (designated route)	Option B.2.1 REL east of WWTP	Option B.2.2 REL east of WWTP to Limeside Rd
Investment Objectives	Improve accessibility from East Rangiora development area to SH1 by 3 minutes by 2038 (30%)	Measure 1: Travel time improvement from Area of East Rangiora greenfield lands to SH1 (Limeside Road) Measure 3: Proportion of population living within 10 mins (on peak) of Southbrook Industrial Area (PA) Measure 3: Reduce school delays accessing Southbrook Road (west)	2	2	2	2
	Reduce am peak travel time between Limeside and Northbrook Road by 40% by 2038 (55%)	Measure 1: Proportion of population within 10 mins of Southbrook Measure 2: Time to travel from Southbrook to Northbrook Road (West) Measure 3: Improvement in travel time reliability (comparing peak to other peaks) (PA)	2	2	2	2
	Improve the Infrastructure Risk Rating on strategic roads in South Rangiora to Medium or better by 2038 (15%)	Measure 1: Number of deaths and serious injuries Measure 2: Infrastructure risk rating - medium Measure 3: Ease for locals to cross the road (peak access)	-2	2	2	1
Critical success factors	Affordability	Current budget is \$35 million	-1	-2	-2	-2
	Deliverability (achievability)	Note advice in slide pack, Consenting, schedule, construction and land acquisition key risks	2	2	0	0
	Value for money	Economic metrics below	1	3	3	3
Opportunities and Impacts	Te ao Māori	Workshop deliberations	-1	-1	-1	-2
	Environment and ecology	Workshop deliberations	-1	-1	-1	-2
	Social and Landscape	Workshop deliberations	-3	1	1	1
	Private Property and immediate neighbours	Workshop deliberations	-3	2	0	-1
Economic indicators	Benefit Cost Ratio	Stantec Economic Assessment	2	4.8	4.3	5.9
	BCR (Govt)	Stantec Economic Assessment	2.2	7.7	6.7	8.0
	Net Present Value (\$millions)	Stantec Economic Assessment	33.6	223.8	194.6	221.2
	First year rate of return	Stantec Economic Assessment	6%	5%	6%	3%
Cost	Capital Cost (\$M P90)	Programme Manager	\$21.5-\$31M	\$4.9-\$2.4 M	\$35.7-\$3.6M	\$32.9-\$4.4 M
	Public sector cost (P50-P95)	Programme Manager	\$5.4-\$7.75	\$17.5-\$26.2 M	\$17.9-\$26.8M	\$16.5-\$14.7M
Raw unweighted sum			-4	10	6	2
Investment Objectives (weighted)			1.5	3.1	2.1	1.55
Critical Success Factors (unweighted)			2	3	1	1
Opportunities and impacts (unweighted)			-6	5.5	3.3	-4
Rank			4	1	2	3

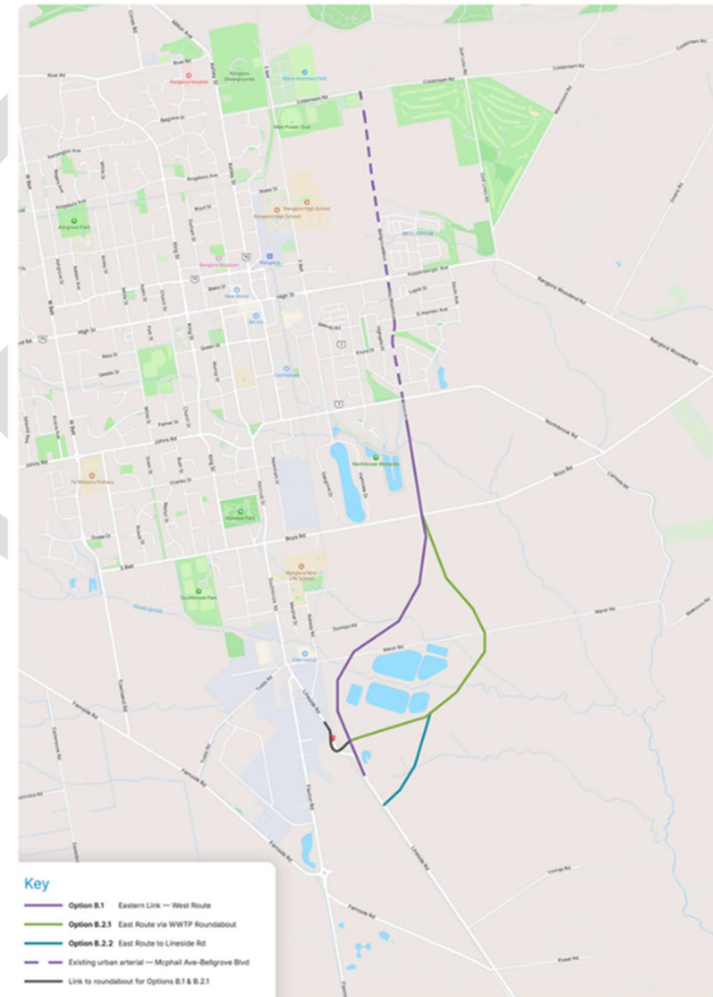


Figure 8 Short list of route options

Rangiora Eastern Link Business Case

Determining the preferred way forward

Discarding four laning of Southbrook Road

Option A: Four laning of Southbrook Rd is physically possible and would be able to be achieved within the existing road reserve. To assist understanding, this is similar to the design of Curletts Road in West Christchurch. However it does not deliver the full range of benefits and would result in increased severance, poor outcomes for cyclists, reduced accessibility for business and high risk for pedestrians, and particularly children crossing the road.

Despite Option A being the lowest cost option (\$21 Million), it has a much lower benefit cost ratio (2.0) than the other options and hence is not considered to provide the value for money that investment in the REL would provide.

On that basis, this option is not considered further, and the remainder of this discussion focuses on the three shortlisted variations of the REL.

How well does each option achieve the objectives of relieving congestion, serving growth and improving safety

A Transport Assessment¹⁶ with associated traffic modelling has been prepared for the project. This is included as an attachment along with

a summary plan of the modelling outcomes. The analysis found that the Rangiora Eastern Link:

In summary, the analysis found that each of the shortlisted options provides good benefits in terms of travel time and reliability with some relatively minor variation in resulting traffic volumes and intersection delays. As such, the decision on which route to prefer should be based on the ability to deliver the project and the impact of each option.

Is the project likely to be funded and delivered?

Any project needs to be (1) affordable, (2) provide value for money, and (3) be able to be delivered. These are the critical success factors.

The three REL variation each have similar benefit cost ratios and total forecast costs and hence can be considered to provide value for money. Further, because they are similar to the current budget, they are affordable. Because 50% of funding is likely to come from development contributions, they each provide excellent value for money for public investment (ratepayer and taxpayer).

In terms of risks to delivery, a key difference between these options and the route to the west of the plant (along the designation in the proposed district plan) is the effect on people and property and related risk to delivery of the project.

Whereas the western route is distant from residential property and primarily passes through land owned by the Council or the Spark

¹⁶ Rangiora Eastern Link Transport Assessment of options, Stantec, March 2025

Rangiora Eastern Link Business Case

Family (with land likely rezoned), the eastern route passes immediately adjacent to several existing residential properties and, in the case of the route directly to Lineside Road, requires acquisition of land that has not previously been identified.

As noted above, one landowner opposes the eastern route, while all landowners are comfortable with the western route. The Spark Family prefer the eastern route and the landowner affected by the route directly to Lineside Road is likely to be a willing seller.

If Option B.1 is preferred, which follows the designation in the proposed District Plan, limited resource consents¹⁷ are required, there is some distance to neighbours and land acquisition is more assured.

Conversely, a full consenting and land acquisition process will need to be advanced for work outside the destination. Further, the eastern route options pass close to existing homes and (for option B.2.2) require land acquisition on land not previously identified.

In other projects, this would be expected to raise the risk of drawn-out consenting and land acquisition processes that may not be successful due to the impact on neighbours and property owners. However, in this case, the feedback from neighbours indicates that there is support for all routes from most landowners, with one opposing.

¹⁷ An Outline Plan will need to be prepared and submitted, however provided that the proposal aligns with the notice of requirement then this is unlikely to

Is there a difference in terms of impacts or opportunities?

The environmental impact and the impact on Te Ao Maori are similar across Options B.1 and B.2.1, with only the option B.2.2 (direct to Lineside Road) being scored lower due to crossing an additional high value waterway¹⁸.

Option B.2.2 has a slightly lower safety score due to maintaining the existing level crossing rather than upgrading.

The two variations of eastern link that pass to the east of the wastewater plant offer benefits in terms of urban form as they open up more area immediately north of Marsh Road for industrial purposes (noting that land use is constrained due to proximity to the wastewater plant) and perhaps better support for any future urban expansion to the east.

While the western route passes through the existing operations area and would affect the pound, civil defence and water unit facilities, while eastern route would constrain the ability of the plant to be extended. As noted above, there is impact on the neighbours of the eastern route due to the proximity to homes, albeit that this is moderated somewhat by the support of some of these neighbours.

be declined. Some consents may be required for the length of new road south of the dual roundabout (Lineside/Southbrook)

¹⁸ South-Southbrook Stream

Rangiora Eastern Link Business Case

The Preferred way forward

It is fair to conclude that there are not strong reasons to prefer one shortlisted route option for the Rangiora Eastern Link over another. They each will deliver the transport benefits, provide value for money and are similar in cost. However there are differences between each option.

The two options which avoid crossing the South-Southbrook Stream to link directly to Lineside Road are slightly preferred as they lead to an upgraded level crossing, reduce impact on both the environment and Te Ao Maori and avoid the need to acquire and sever a large farm paddock.

The remaining two options (east or west of the wastewater plant) can be differentiated by the benefits to urban form provided by the eastern route and the lower risk to delivery provided by the western (designated) route.

If the impact on residential properties to the south of the wastewater plant and consequent risk to consenting requirements is considered to carry greater weight, then option B.1 West of WWTP would be preferred

If benefits to urban form and future development scenarios is weighted higher, then the route around the east of the wastewater plant would be preferred

With the designation in the Proposed District Plan, the benefits of the eastern route option would have to outweigh those of the designated route to be preferred. While there are real benefits to urban form of the

eastern route, this is not sufficient to outweigh the impacts on people and property and subsequent risk to delivery. This is supported by the 10% lower benefit cost ratio (4.3) for the eastern route than the western route (4.8).

As such, option B.1 REL west of the Wastewater plant (designated route) is the preferred route.

Rangiora Eastern Link Business Case

What the solution will deliver

Rangiora grew up centred around a single north south strategic road (Southbrook Road).

This was sufficient when the town was small, but rapid growth over many decades has led to the development of a western route (Flaxton, Fernside, Merton/ Lehmans) which serves as heavy vehicle bypass and the residential growth in the west as well optimising the capacity of the single laned Southbrook Road.

The town will be mainly growing eastwards for the next decades, with up to 5,100 new homes enable by the Proposed District Plan. This rapid growth reflects the important role that the town plays in the greater Christchurch region and its status a Priority Development Area.

As any district grows, so must the infrastructure required to serve it, and the Council has developed an overall programme of physical and non-physical interventions to match the pace of that growth and ensure that the district keeps on moving.

The town has now reached a population and level of commercial activity where the bottleneck on Southbrook Road has become a drag on economic activity as well as making public and private transport unreliable and unattractive. Rail crossings which where tolerable when traffic volumes were low are becoming a greater risk to life, and this will be made substantially worse as the town grows further.

Modelling indicates very severe congestion will force traffic to take circuitous routes to minimise travel time, creating pressure on other parts of the network which were not built for it. The impact on the

Southbrook Industrial Area will constrain freight movement and deter investment.

A solution that relieves the existing congestion and enable people and freight to move more quickly, as well as unlocks the land for housing is sought.

The preferred way forward involves creating a third north-south route through the town, spreading the traffic across multiple routes in order to improve travel time and reliability, improving safety and resilience and providing a connection to residential areas and industrial growth areas.

- Supports the growth of up to 5,000 new homes in East Rangiora
- Provides 3-4 minutes in shorter travel time from East Rangiora (300-400 veh. hours each day)
- Saves approximately 7,000 kms per day (VKT) in driving distance, leading to economic and emissions savings
- Reduces the traffic volume across Lineside Road level crossing down from 17,600 vpd to 14,000 per day
- Limits traffic volume to 19,200 vpd on Lineside Road instead of 23,000 vpd.
- And maintain a population of approximately 40,000 people within 10 minutes' drive of Southbrook and its employment and retail opportunities.

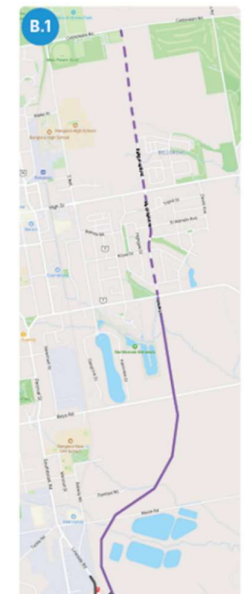
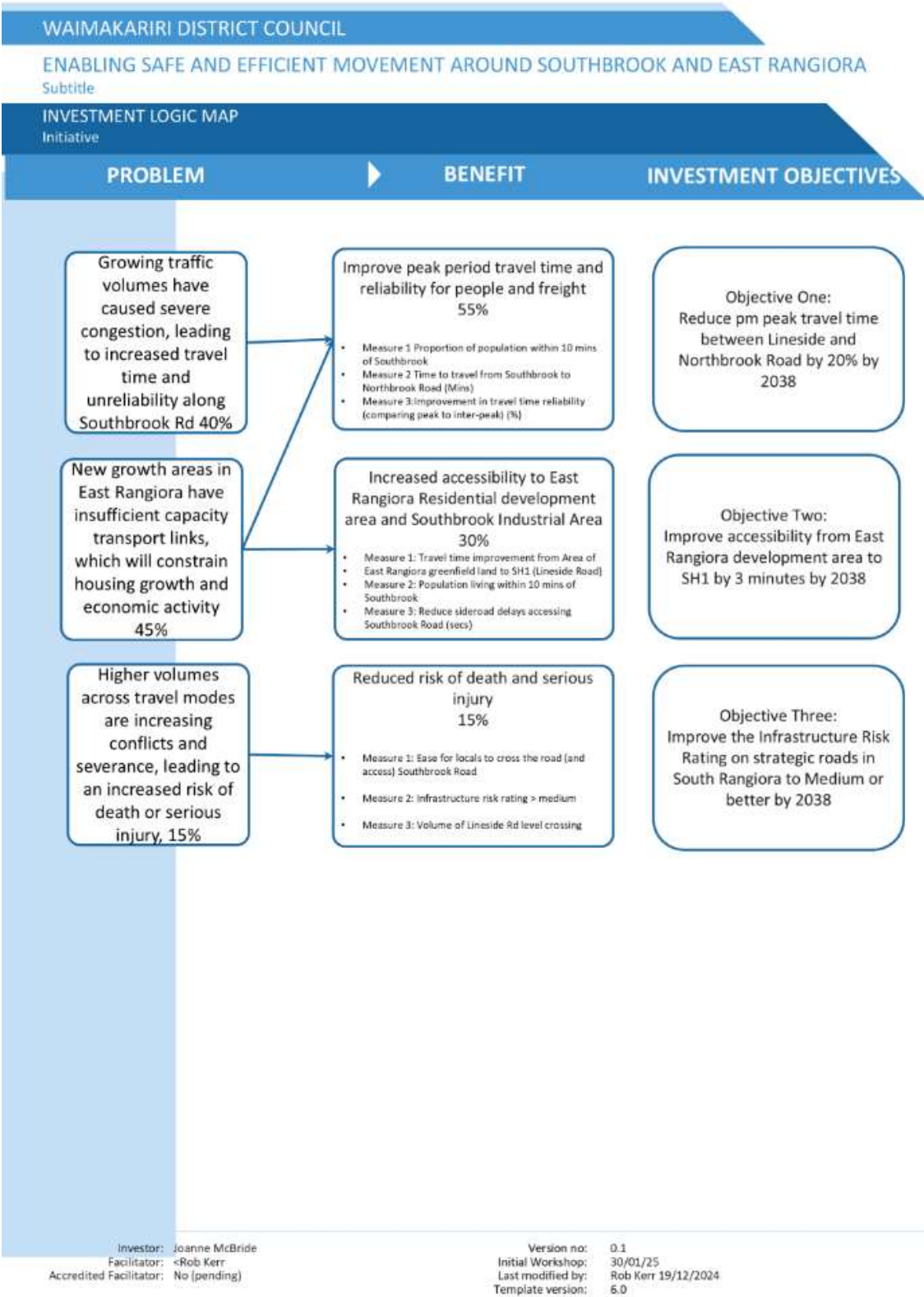
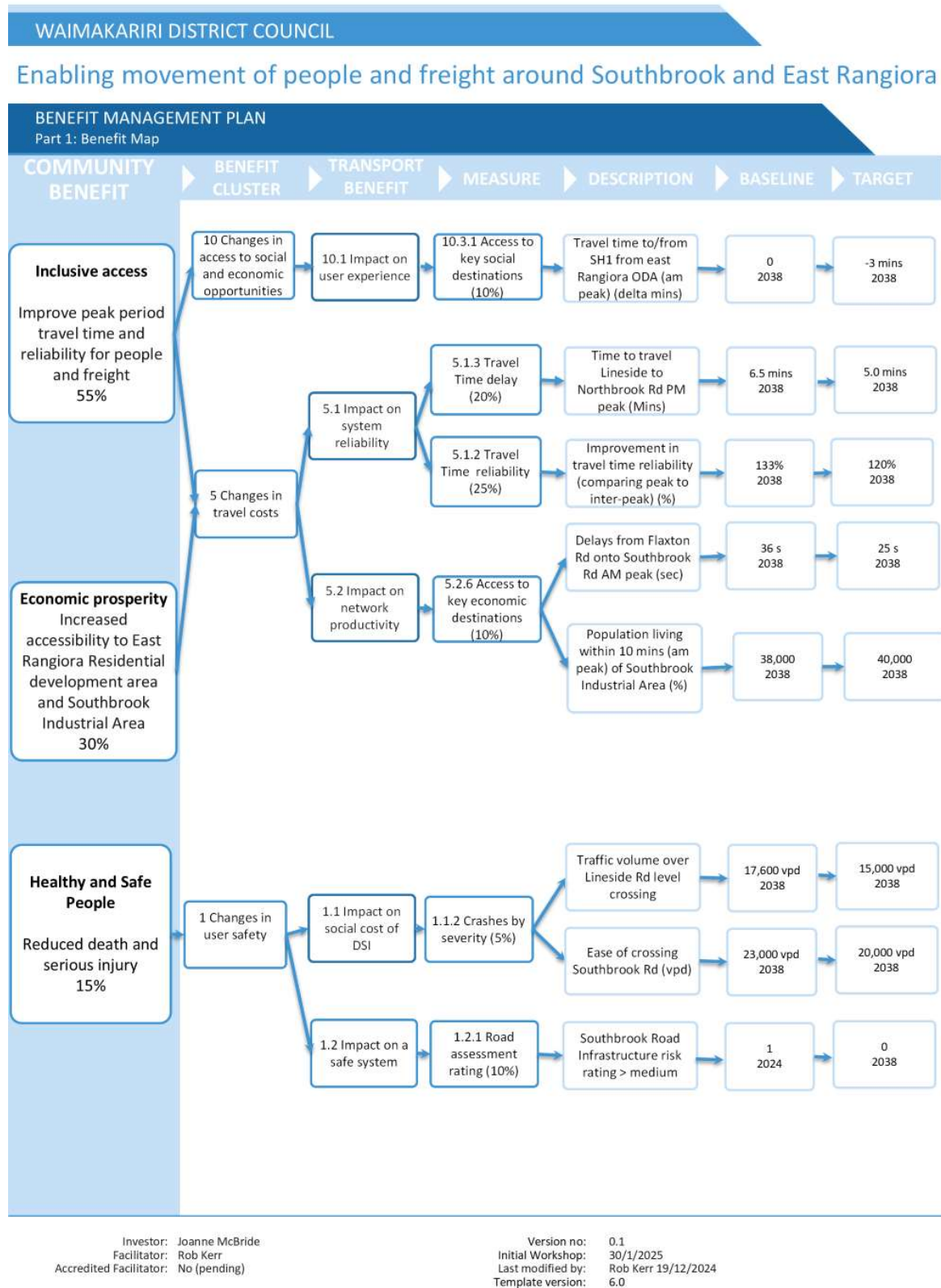


Figure 9
Recommende
d route

Attachment A: Investment Logic Map



Attachment B: Investment Benefits Map



Attachment C Detailed strategic alignment

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The *New Zealand Government Policy Statement (GPS) on Land Transport 2024-34* outlines the strategic direction and funding priorities for the country's transport system over the next decade. The strategic priorities are:

- The GPS says the major contribution that the transport sector can play in enhancing economic growth is by moving people and freight more quickly and unlocking land for housing.*

The *Greater Christchurch Spatial Plan* will help shape how Greater Christchurch grows as its population reaches more than 700,000 over the next 30 years and becomes home to possibly more than a million people in the decades that follow.

The Plan guides how greater Christchurch will accommodate new houses and businesses in a way that enhances the environment, integrates with transport and other infrastructure provision, builds greater community resilience against risks to natural hazards, and contributes to a sustainable future for Greater Christchurch.



Rangiora Eastern Link Business Case

Greater Christchurch – and the Waimakariri District - is thriving - and growing fast.

Over the past 15 years, Greater Christchurch has grown rapidly to a population of around half a million. By 2050, up to 700,000 people could be living in Greater Christchurch – 40% more than there are today, with the population potentially doubling to 1 million people in the future,¹⁹

Greater Christchurch is well placed for much greater population and economic growth. The latest projections from Stats NZ indicate Greater Christchurch's population could grow from a population of approximately half a million to around 700,000 by 2051.

The Greater Christchurch Spatial Plan anticipates steady growth in the Waimakariri District from the current population of 67,900 to around 82,000 by 2033, and in the order of 102,000 by 2052. Up to 15,000 additional homes are expected to be required to accommodate population change over the next 30 years.



If Greater Christchurch was to grow at the rate seen over the last 15 years, then it could reach a population of 700,000 within the next 30 years and in time one million, doubling the size of today's population.

¹⁹ Greater Christchurch Spatial Plan, 2023

Canterbury's priorities for transport investment are about economic growth, safety and resilience coupled with promoting more sustainable transport modes.

The *Canterbury Regional Land Transport Plan (CRLTP) 2024-34* outlines the strategic direction for land transport planning and investment in the Canterbury region over the next decade. The objectives are:

- *Sustainable Transport:* Promotes the use of sustainable transport modes to reduce emissions and environmental impact.
- *Safety:* Aims to reduce deaths and serious injuries on the roads.
- *Resilience:* Enhances the resilience of the transport network to withstand natural disasters and climate change.
- *Economic Growth:* Supports economic development through efficient and reliable transport infrastructure.

The Rangiora Eastern Link is a Regionally Significant Project in the Canterbury RLTP. Ranked 25 for addressing congestion and access issues along Southbrook Road, materially reducing travel time, and unlocking access to greenfield development land.

Rangiora Eastern Link Business Case

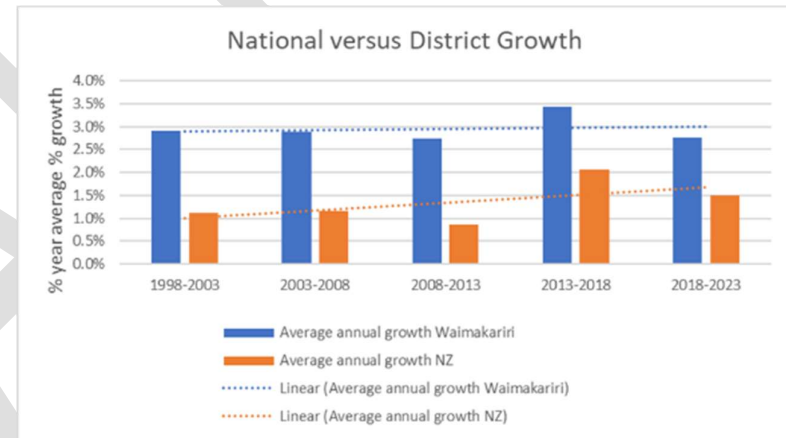
The major transport challenges for Canterbury are rapid population growth with growing urban boundaries while maintaining efficient freight routes and adapting to a changing climate.

Waimakariri District is growing fast and is a critical part of greater Christchurch

The Waimakariri district was one of the five fastest growing (measured as a percentage growth rate) local authorities in New Zealand in seven of the ten years between 2007 and 2016. At the 2018 census growth was 3.81%. In 2019, the national ranking dropped to 11thth, and growth now sits at around an estimated 2.7%, (67900-69,760) compared with an average estimated growth rate for New Zealand of 2.3% (5117100-5236300), from 2022-2023²⁰.

Rangiora plays a significant role in the urban form of Greater Christchurch, contributing to the region's economic, social, and infrastructural landscape. It is one of Greater Christchurch's Key Activity Centres which highlights its importance in clustering community, retail, residential, and business activities.

The town is well-connected to Christchurch via major transport routes,



including State Highway 1 with improved public transport options between Rangiora and Christchurch, reducing reliance on private vehicles and promoting sustainable transport. It is the largest centre in one of the fastest growing districts in New Zealand and has experienced significant economic growth and development in recent years.

While 41%²¹ of spending by residents is outside the district (i.e. retail leakage) is not good news for local business, it reminds us of the strong

²⁰ Transport Asset Management Plan 2024 (WDC, 2024)

²¹ Waimakariri Economic Development Strategy, 2024).

Rangiora Eastern Link Business Case

connection between Christchurch and the Waimakariri. The district also provides jobs for around 7% of Greater Christchurch's labour, the proximity to Christchurch provides an important way for businesses to access and attract skilled labour.

Rangiora is a Priority Development Area for growth and economic development in greater Christchurch

A *strengthened network of urban and town centres* is one of the five key moves identified in the *Greater Christchurch Spatial Plan* and, through *Priority Development Areas*, provide the opportunity to accelerate development in locations that support the desired pattern of growth.

Rangiora is one of these areas and the Plan supports the growth of Rangiora by:

1. **Intensification and Development:** Encouraging higher density residential and commercial development around Rangiora's town centre while retaining its character.
2. **Transport Connectivity:** Improving public transport connections to enhance accessibility and reduce reliance on private vehicles.
3. **Economic Hub:** Recognizing Rangiora as a key service and employment centre for surrounding areas, providing a mature offering of employment, retail, and community facilities.
4. **Infrastructure Investment:** Ensuring that infrastructure is planned and developed to support the anticipated growth and maintain the quality of life for residents.

Identifying Rangiora as a Priority Development Area means coordinated efforts and investments will be focused to accelerate and support significant growth.

The **Proposed** Waimakariri District Plan enables significant growth in East Rangiora

The Proposed Waimakariri District Plan is expected to be made operative in late 2025 (**update when this BC finalised and add a plan of the ODPs**). It sets out areas for future growth in housing as well as protecting existing and proposed road corridors. Specifically for Rangiora, it includes:



Figure 10 Proposed District Plan Zones

Rangiora Eastern Link Business Case

- Approximately 615 ha of new greenfield land for residential development is rezoned
- This includes East Rangiora, with over 5,000 new lots, forecast to see a doubling in population over the next 30 years.
- A designation for the proposed route of the Rangiora Eastern Link.

The (Proposed) District Plan enables further extensive residential development in East Rangiora and a new eastern arterial to service growth areas and address congestion



Figure 11: East Rangiora Outline Development Plan

The Integrated Transport Strategy supports greenfield expansion where the development will improve transport outcomes or is enabled by good multi-modal transport linkages.

The Council and Waka Kotahi NZTA have a programme of work across the east of the district to enable growth and remove constraints on efficient movement of freight and people

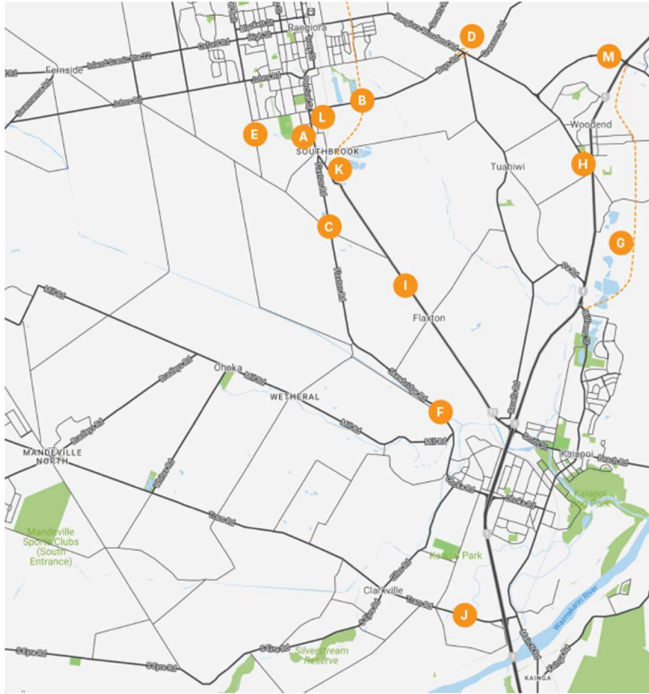
This package of projects is centred around the nodes of Kaiapoi, Woodend and Rangiora, and address the impacts of an increasing traffic volume that is inherent from a growing population and economic base. These projects are shown on the plan to the right and demonstrate the significant investment and long term strategic planning behind the management of the transport network in the district.

The Council's Integrated Transport Strategy seeks to ensure the impacts of growth do not hinder reliable and efficient movement of freight

This strategy, and the underlying Transport Asset Management Plan, seeks to a preferred freight route that bypasses Rangiora and Kaiapoi town centres and manages freight movements (e.g. safe stopping point locations) with destinations within our townships.

Along with other objectives, it also seeks to better connect the industrial areas and freight hubs to the arterial network and looks to upgrade strategic freight routes that service rural areas for primary industries.

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The Council has been planning to address congestion and enable growth for over two decades

The concept of an eastern link was first identified in 2001, and planning for growth has been long standing through various iterations of structure plans, district plans and outline development plans.

During intervening years there has been continued to be substantial growth which is exacerbating congestion along Southbrook Road.

The 2001 Rangiora Transport Study (Beca) identified a range of existing and future deficiencies in the transport network. The greatest issue identified was

the increasing congestion on the Rangiora North-South strategic route. Also noted was the impact of housing growth, safety at the railway level crossings and the rural/urban fringe and the need for more direct bus routes.

This study identified an eastern link road from Southbrook to the east of town as the second highest priority project after interim traffic signal improvements on the north-south route. In 2005, Opus (now WSP) completed a Scheme Assessment of a new road, called the Rangiora Eastern Link.

In 2021, further technical work was undertaken to support a Notice of Requirement to include the route of the road as a designation in the Proposed District Plan. This designation became operative in **xxx 2025**.

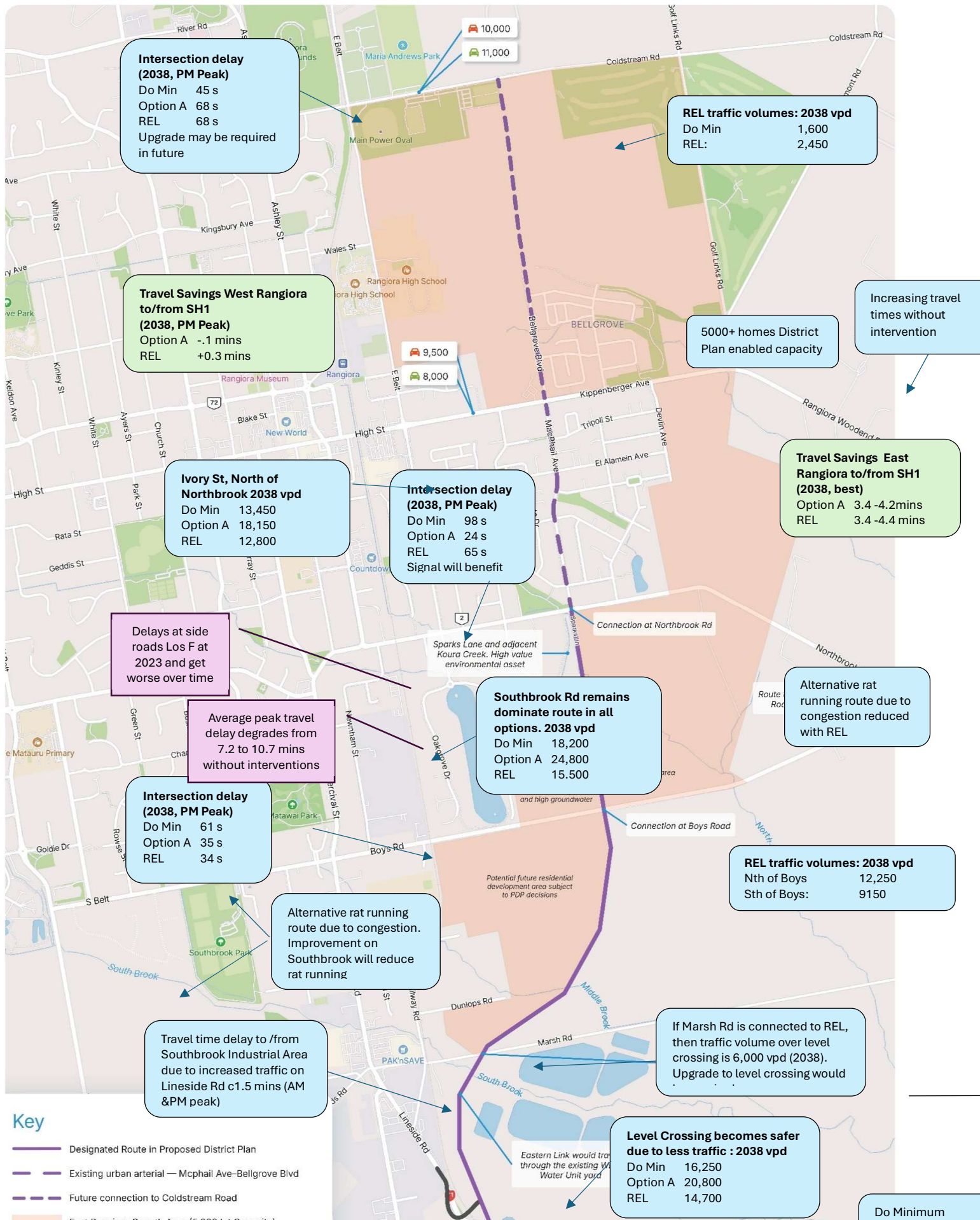
The proposed Eastern Link was included in the Canterbury Land Transport Plan (2024-2034) and co-funding for this business case work was included in the National Land Transport Plan (2024-2034).

Council has leveraged the land development on the east side of town to progressively advance development of the eastern link between Northbrook Road and Coldstream Road. Through major developments such as Belgrove, 35% of the road has already been constructed, with a further 15% to be completed in future subdivision processes, with contributions levied towards the section south of Northbrook Road.

This Business Case is revisiting the Problems, clarifying the Investment Objectives and confirming the best way to achieve these outcomes.

Attachment D Summary of traffic modelling

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Attachment E Transport Assessment of Options

Bound separately Trim Ref

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Attachment F: Economic Modelling

Bound separately Trim Ref

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Rangiora Eastern Link Business Case

Attachment G: Early Assessment Sifting Tool

Early Assessment Sifting Tool template

Early Assessment Sifting Tool: Excel template

The Early Assessment Sifting Tool (EAST) supports an initial coarse screening of alternatives and options. The EAST is designed to quickly and robustly rule out alternatives and options, allowing for a more manageable subsequent multi-criteria analysis exercise.

Project overview

Date:	15/12/2024	Business case phase:	Single stage business case	Do-minimum:	Current scope of Long Term Plan projects
Project name:	Rangiora Eastern Link	Problem/opportunity statement:	Enabling free movement of goods and people in South and East Rangiora		

Investment objective:	Reduce congestion along Southbrook Road to level of Service C or better
Investment objective:	Provide transport connections to enable development of 5,000 lots in East Rangiora
Investment objective:	Improve safety of network to RIR rating of medium or better
Note: Please copy the row above to add an additional investment objective.	

Alternative or option details			Investment objective			Practical feasibility			Scheduling/programming	Cost	Key risks and uncertainties	Impacts on te ao Māori	Environmental and social responsibility		Fatal flaws	Other impacts	Summary of decision made	
Intervention types sourced from the Intervention Hierarchy	Unique identifier	Name of alternative/option	Reduce congestion along Southbrook Road to level of Service C or better	Provide transport connections to enable development of 5,000 lots in East Rangiora	Improve safety of network to RIR rating of medium or better	Technical	Safety and design	Connectability					Identify	Minimise or enhance risk (mitigate or mitigate?)			Summary of decision made	Register or otherwise risk (mitigate or mitigate?)
Integrated planning	1	Change development pattern to align with existing network	2 Low	3	2 Low	2 Low	2 Low	2 Low	5+ years	\$5-50 million	Partially achieved. Ten years to next RPI	None Greater CHS partnership agreements	Urban form forced to existing network	Lead to describe...	Decisions already made. Ministry supports existing corridors. none	Clear to describe...	Progress	
Manage demand	2	Time of Use Charging	3	3 Low	2	3 Red	3 Red	3 Red	5+ years	\$5-50 million	Social licence and implementation	unknown	Impact on low income travellers	Alternative longer roads	New technology in a small town appears inappropriate	Clear to describe...	Progress	
Manage demand	3	Congestion Charging	3	3 Low	2	3 Red	3 Red	3 Red	5+ years	\$5-50 million	Social licence and implementation	unknown	Impact on low income travellers	Alternative longer roads	New technology in a small town appears inappropriate	Clear to describe...	Progress	
Best use of the existing system	4	Road Lining (2+1)	3	3	2 Low	3 Red	3 Red	3 Red	2-5 years	\$5-50 million	Social licence and implementation	unknown	RIP material			Clear to describe...	Progress	
Best use of the existing system	5	Four Lane Southbrook Rd within existing road reserve	3 High	3	2	3 Green	3 Amber/green	3 Amber/green	2-5 years	\$5-50 million	Community enhance response	unknown	RIP material			Clear to describe...	Progress	
Best use of the existing system	6	Increase PFI frequency	3	3	2 Low	3 Green	3 Green	3 Green	5+ years	\$5-50 million	Funding	unknown	RIP material		Unlikely to be effective in changing patterns	Clear to describe...	Progress	
Best use of the existing system	7	Upgrade water route	3 Low	3 Low	2 Low	3 Green	3 Green	3 Green	2-5 years	\$5-50 million	Perceived risk	unknown	RIP material		Does not meet objective for East Rangiora growth	Clear to describe...	Progress	
New infrastructure	8	Construct REL Link to Northbrook (West of WWTP)	3 High	3 High	4	2 Amber/green	3 Green	2 Amber/green	2-5 years	\$5-50 million	Normal risk profile. Land acquisition	High val water resources	Waterways	Good design and restoration		Clear to describe...	Progress	
New infrastructure	9	Construct REL Link to Northbrook (East of WWTP)	3 High	3 High	4	2 Amber/green	3 Green	2 Amber/green	2-5 years	\$5-50 million	Normal risk profile. Land acquisition	High val water resources	Waterways	Good design and restoration		Clear to describe...	Progress	
New infrastructure	10	Construct REL Link to Northbrook	3 High	3 High	4	2 Amber/green	3 Green	2 Amber/green	2-5 years	\$5-50 million	Normal risk profile. Land acquisition	High val water resources	Waterways	Good design and restoration		Clear to describe...	Progress	
New infrastructure	11	Park and Ride upgrade	3 Low	3 Low	3 Low	2 Amber/green	3 Green	2 Amber/green	2-5 years	\$5-55 million	Effectiveness	unknown	RIP material		Unlikely to be effective in changing patterns	Clear to describe...	Progress	
New infrastructure	12	Mass rapid transit	2	2	2 Low	3 Red	3 Red	3 Red	5+ years	\$50+ million	Funding and delivery	unknown				Clear to describe...	Progress	
New infrastructure	13	New western bypass	3	3 Low	3 Low	3 Green	3 Green	2 Amber/green	5+ years	\$50+ million	Landowner and funding	High val water resources	Waterways	Good design and restoration	Does not meet objective for East Rangiora growth	Clear to describe...	Progress	
New infrastructure	14	New eastern bypass - Terminus to Carlinview Rd	3 High	3 High	4	3 Green	3 Green	2 Amber/green	5+ years	\$5-90 million	Landowner and funding	High val water resources	Waterways	Good design and restoration		Clear to describe...	Progress	
New infrastructure	15	Wider and four lane Southbrook Rd	3 High	3 High	4	3 Green	3 Green	3 Amber	5+ years	\$5-50 million	Community enhance response	unknown	Private impact	Purpose of land and improved private land		Clear to describe...	Progress	

Note: Please copy the row above to add a new alternative or option

Rangiora Eastern Link Business Case

Attachment H: Long List Multi Criteria Assessment

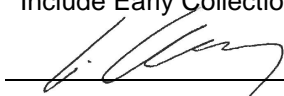
Criteria		Likely Investment Objectives			Critical success factors				Opportunities and Impacts				Base Ranking			What if Scenarios: If we weighted towards:					
		33%			33%				33%							Investment Priorities		Economics		Social & Cultural	
		Unlocks land for	Reduces travel	Improves safety	Affordability	Risk to delivery	Value for money	Resilience	Environment and	Social and Landscape	People & Property				Weighted	Rank	Weighted	Rank	Weighted	Rank	
		45%	45%	10%	35%	35%	30%	5%	40%	30%	30%										
Options		15%	15%	3%	12%	12%	10%	2%	13%	10%	10%										
DM	Do Minimum	0	0	0	0	0	0	0	0	0	0										
Southbrook Road																					
A.1	Southbrook Four laning – within existing road reserve	\$21.5 M	0	1	-3	-1	-2	1	1	0	-2	-3	-0.68	4	Y	0.15	8	0.25	5	-1.35	7
A.2	Southbrook Four laning – within wider road reserve	\$38.9 M	0	1	-1	-2	-3	1	1	0	-2	-3	-0.85	8		0.35	6	0.25	5	-1.25	6
A.3	Southbrook three laning – tidal flow 2+1 within existing road reserve	-	0	1	-3	-1	-3	1	1	0	-2	-2	-0.7	7		0.15	8	0.25	5	-1.14	3
A.4	Congestion charging / Time of Use	-	0	1	-1	-2	-3	-3	0	0	-3	-1	-1.17	10		0.35	6	-1	9	-1.24	5
Eastern Alignments																					
B.1	Eastern Link - west route	\$34.9M	3	3	3	-2	3	3	3	-2	0	-1	1.1	1	Y	3	1	1.75	1	-0.87	1
B.2.1	Eastern Link – east route to WWTP roundabout	\$35.7M	3	3	3	-2	2	3	3	-2	0	-1	0.98	2	Y	3	1	1.75	1	-0.87	1
B.2.2	Eastern Link – east route to Lineside Rd	\$32.9M	3	3	1	-2	-1	2	3	-2	0	-2	0.37	3	Y	2.8	3	1.5	3	-1.18	4
B.2.3	Eastern Link – east route to Fernside/Youngs	\$40.9M	3	2	3	-2	-2	1	3	-3	-3	-2	-0.37	5		2.55	4	1	4	-2.04	8
C	Eastern Bypass	\$44.6M	2	2	2	-2	-3	-1	3	-3	-3	-3	-0.97	9		2	5	0.25	5	-2.3	9

Rangiora Eastern Link Business Case

Attachment I: Multi Criteria Shortlist Assessment

Type of Criteria	Criteria	Considerations	Option A: Four Laning Southbrook Road	Option B.1 : REL west of WWTP (designated route)	Option B.2.1 REL east of WWTP	Option B.2.2 REL east of WWTP to Lineside Rd
Investment Objectives	Improve accessibility from East Rangiora development area to SH1 by 3 minutes by 2038 (30%)	Measure 1: Travel time improvement from Area of East Rangiora greenfield land to SH1 (Lineside Road) Measure 2: Proportion of population living within 10 mins (am peak) of Southbrook Industrial Area (%) Measure 3: Reduce sideroad delays accessing Southbrook Road (secs)	2	2	2	2
	Reduce am peak travel time between Lineside and Northbrook Road by 40% by 2038 (55%)	Measure 1 Proportion of population within 10 mins of Southbrook Measure 2 Time to travel from Southbrook to Northbrook Road (Mins) Measure 3:Improvement in travel time reliability (comparing peak to inter-peak) (%)	2	2	2	2
	Improve the Infrastructure Risk Rating on strategic roads in South Rangiora to Medium or better by 2038 (15%)	Measure 1: Number of deaths and serious injuries Measure 2: infrastructure risk rating > medium Measure 3: Ease for locals to cross the road (and access)	-2	2	2	1
Critical success factors	Affordability	Current budget is \$35 million	-1	-2	-2	-2
	Deliverability (achievability)	Note advice in slide pack, Consenting, schedule, construction and land acquisition key risks	2	2	0	0
	Value for money	Economic metrics below	1	3	3	3
Opportunities and Impacts	Te ao Māori	Workshop deliberations	-1	-1	-1	-2
	Environment and ecology	Workshop deliberations	-1	-1	-1	-2
	Social and Landscape	Workshop deliberations	-3	1	1	1
	Private Property and immediate neighbours	Workshop deliberations	-3	2	0	-1
Economic indicators	Benefit Cost Ratio	Stantec Economic Assessment	2	4.8	4.3	5.0
	BCR (Govt)	Stantec Economic Assessment	2.2	7.7	6.7	8.0
	Net Present Value (\$millions)	Stantec Economic Assessment	33.6	223.8	194.6	221.2
	First year rate of return	Stantec Economic Assessment	6%	5%	6%	3%
Cost	Capital Cost (P ₅₀ -P ₉₅)	Programme Manager	\$21.5 - \$31M	34.9- 52.4 M	\$35.7 - 53.6M	\$32.9 - 49.4 M
	Public sector cost (P50-P95)	Programme Manager	\$5.4 - \$7.75	\$17.5 - 26.2 M	\$17.9 - 26.8M	\$16.5 - 14.7M
		Raw unweighted sum	-4	10	6	2
		Investment Ojectives (weighted)	1.5	2.1	2.1	1.95
		Critical Success Factors (unweighted)	2	3	1	1
		Opportunities and impacts (unweighted)	-6	5.8	3.3	-4
		Rank	4	1	2	3

DRAFT

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** BYL-55-02 SHW-02-01 / 250319046051**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Kitty Waghorn, Solid Waste Asset Manager**SUBJECT:** Solid Waste & Waste Handling Bylaw Terms & Conditions Amendments to Include Early Collection Areas**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 Chief Executive
1. SUMMARY

- 1.1. This report seeks Council approval to update the Solid Waste & Waste Handling Bylaw Terms & Conditions to add conditions around bin and bag placement within Early Collection Areas. This is a minor change following a recently approved "Early Collection Area" designation for Murray Street, and those portions of Percival Street and Victoria Street that lie south of Queen Street.
- 1.2. Staff have recently sought and received approval from the Utilities & Reading Committee to designate those properties accessed off Murray Street, Percival Street from Queen Street to Victoria Street, and Victoria St from Queen to Northbrook Rd in Rangiora as "Early Collection Areas" (Report 250218025857 & *Attachment i*).
- 1.3. The current Terms & Conditions (T&S) for the Solid Waste & Waste Handling Bylaw (the Bylaw) only stipulates the times that bin and bag must be placed out at the kerbside in relation to a standard collection day, which is from 7:00 am to 6:00 pm.
- 1.4. Sections 21 and 22 the Bylaw T&C will therefore need to be updated to set the conditions that relate to the time of bin and bag placement in an Early Collection Area, being before 6:30 am on collection day. (*Attachments ii and iii*)
- 1.5. The Council has the delegated authority to approve changes to the Bylaw's Terms & Conditions at a public meeting, without undertaking consultation on the changes, as this does not materially affect the Bylaw.

Attachments:

- i. Early Collection Area (TRIM 250218025867)
- ii. Solid Waste & Waste Handling Bylaw Amended Terms & Conditions showing tracked changes (TRIM 250319046264)
- iii. Proposed Updated Solid Waste & Waste Handling Bylaw Terms & Conditions (TRIM 250319046266)

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 250319046051.
- (b) **Approves** the proposed changes to Solid Waste & Waste Handling Bylaw Terms & Conditions:

a. Amend Section 21 Time for placement and removal of bins as below:

- ii) *In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bins are to be placed at kerbside on the day of collection before 7.00 am but no earlier than 6:00 pm on the day before collection.*

Add new iii) In an Early Collection Area, to ensure collection bins are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection or such other times as notified by Council.

b. Amend Section 22 Time for placement of refuse bags for collection as below:

- i) *In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bags are to be placed at kerbside on the day of collection before 7.00 am but no earlier than 6:00 pm on the day before collection.*

Add new ii) In an Early Collection Area, to ensure collection bags are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection or such other times as notified by Council.

- (c) **Notes** that the Council may from time-to-time approve changes to the Terms & Conditions by resolution at a meeting as this does not materially affect the Bylaw.
- (d) **Notes** that staff will be undertaking a letter drop to all residents in the impacted area and plan to speak to St Joseph's School, Bainswood House and the Rangiora Medical Centre in Victoria Street to ensure they can make plans to have their bins placed out for collection at the earlier collection time.

3. BACKGROUND

- 3.1. Owing to ongoing business and district growth, there has been an increase in on-street parking demand in Victoria Street, Percival Street and Murray Street, which is resulting in cars being parked in front of residents' bins and rubbish bags on collection day. This area has a high proportion of high-density housing, and there are few options available for residents to place bins and bags for collection on the berm where they are clear of parked cars.
- 3.2. The collection truck drivers must exit the truck to move the bins clear of the cars for the truck to lift them for collection, which increases both the overall collection time and health and safety risks for the drivers. There is also a higher chance that the drivers may miss seeing some of the rubbish bags and bins as they drive along which means we may not always meet our levels of service for kerbside collections in these streets.
- 3.3. Staff took a report to the Utilities & Roading Committee, via a recommendation by the Rangiora-Ashley Community Board Staff, to designate those properties accessed off off Murray Street, Percival Street from Queen Street to Victoria Street, and Victoria St from Queen to Northbrook Rd in Rangiora as "Early Collection Areas".
- 3.4. The Utilities & Roading Committee approved the recommendation in Report 250218025857. The approved early collection area is shown in *Attachment i*.

4. ISSUES AND OPTIONS

- 4.1. Early collections will reduce impacts on collection efficiencies and traffic conflicts in those residential streets neighbouring the town centre where there is a significant level of long-term parking.
- 4.2. Previously, there have not been any designated Early Collection Areas in this district. Consequentially, Sections 21 and 22 of the Solid Waste & Waste Handling Bylaw Terms & Conditions currently stipulate the times that bins and bags must be placed out at the kerbside in relation to a standard collection day, which is from 7:00 am to 6:00 pm.

- 4.3. Section 21 iii) of the Bylaw states that *“The Council may direct that other times will apply to the placement or removal of bins. This may be for the purposes of facilitating collection operations in areas where an out-of-hours collection is preferred for reasons of public safety and convenience. Instances where alternative times may be applied by the Council include on streets where parking during the day is an issue, and streets that have high traffic counts during the day, e.g. commercial areas.”*
- 4.4. The Council can therefore amend the Solid Waste & Waste Handling Bylaw Terms & Conditions to stipulate an earlier bin and bag placement time for the newly designated Early Collection Area. This is a minor change to the Terms & Conditions and does not materially impact the Bylaw itself.
- 4.5. In this case the Council has two options: Not to amend Sections 21 and 22 of the Solid Waste & Waste Handling Bylaw Terms & Conditions, or not to amend the Terms & Conditions.
- 4.6. **Option 1:** Not amend Sections 21 and 22 of the Solid Waste & Waste Handling Bylaw Terms & Conditions to stipulate that bin and bags must be placed out earlier than 7:00 am on collection day. This is not recommended, as this will impact on the effectiveness of the approved earlier start to collections in Percival, Victoria and Murray Streets. Council staff will not be able to rely on the Bylaw T&C to require all bins and bags in this area to be out before 6:30 am.
- 4.7. **Option 2:** Amend Sections 21 and 22 of the Solid Waste & Waste Handling Bylaw Terms & Conditions to stipulate that bin and bags must be placed before 6:30 am on collection day. This is the recommended option.
- 4.8. Most residents would be placing their bins out on the night before collection day, so this change will not have an impact on them. Some residents may wait until collection day to put bags and/or bins out, for various reasons. In Report 250218025857 staff noted that the collections were more likely to commence at 6:45 am, and requiring bins to be out 30 minutes earlier was not likely to be a significant change for those residents who wait until the morning of the collection day to put bags and bins out.
- 4.9. Staff will be undertaking a letter drop to all residents in the designated area to tell them of the earlier start time and advising them to have their bins and bags out before 6:30 am from the advised date. Staff also plan to visit St Joseph’s School, Bainswood House and the Rangiora Medical Centre in Victoria Street in person to ensure they make plans to have their bins placed out for collection at the earlier collection time.
- 4.10. Staff recommend that Council approved Option 2: Amend Sections 21 and 22 of the Solid Waste & Waste Handling Bylaw Terms & Conditions to stipulate that bin and bags must be placed before 6:30 am on collection day.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The community in the three streets are currently disadvantaged by collections commencing after non-residents park in their streets, with cars parking in front of their bins and bags and causing problems with collections. Staff anticipate that changing to an earlier collection time will resolve the majority of those issues for this portion of the community.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. The early start in these three streets is likely to result in an earlier start time to collections in other streets on the same collection day, but this will still be within the 'standard' collection day which commences at 7:00 am.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report.

This budget is included in the Annual Plan/Long Term Plan in the Collection Account in the Contracts ledger codes 10.400.239.2502, 10.400.244.250 and 210.400.2559.2502

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. There is a risk that some residents will not place containers out by the new time, and staff will work with those residents to minimise this risk and with the contractor to determine if the reminder App can be modified for the residents in the early collection area to advise the earlier placement time.

6.3 **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report. This option will reduce the risks relating to traffic conflicts between arriving and parking cars and the collection trucks, and will reduce risks to collection drivers as they will not have to exit the truck to move as many bins to enable them to be emptied.

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.

- Infrastructure and services are sustainable, resilient, and affordable

7.4. **Authorising Delegations**

The Council has the delegated authority to approve changes to the Bylaw's Terms & Conditions at a public meeting, without undertaking consultation on the changes, as this does not materially affect the Bylaw.

Attachment i: Proposed Early Collection Area

WAIMAKARIRI DISTRICT COUNCIL
KERBSIDE COLLECTION and COUNCIL WASTE COLLECTIONS POINTS USE
TERMS AND CONDITIONS

Kerbside Collection Rules

General

- 1) All occupied and un-occupied residential dwellings and commercial premises within the Council's Kerbside Collection Area, as defined on the Kerbside Collection map (Plan series 16-046), ([link to maps](#)) which Council has determined will receive a Council Kerbside Collection Service are entitled to use the Council collection service. (No-one is required to use the recyclables collection service just because it is available however charges will still apply).
- 2) Rates remitted properties (e.g. non-profit organisations), or permanent dwellings on non-rateable land (e.g. Ministry of education land), or sports organisations on reserve land, may apply to the Solid Waste Manager to opt-in to the kerbside service. A charge may be applicable (as per fees and charges, set annually).
- 3) Owners or occupiers of properties in close proximity to the boundary of the Council Kerbside Collection area may apply to the Council to receive the services. Applications shall be made to the Solid Waste Asset Manager. If approval is given the standard rateable charge will be applicable (as per fees and charges, set annually), and special conditions may apply as to placement of the approved container for collection.
- 4) The service comprises a kerbside collection service for recyclables, organics and residual waste (rubbish). The recyclables collection is a fortnightly wheelie bin (mobile recycling bin) based service funded through a targeted rate. The organics and rubbish wheelie bin based collections are only provided to those households that choose to use them, and for which they pay via an annual rate. The organics collection (food and garden waste) is a weekly wheelie bin service, with a range of bin sizes available. The rubbish collection is a fortnightly wheelie bin service, with a range of bin sizes available, or a fortnightly bag based service, for which customers buy official WDC bags at outlets such as supermarkets. The rubbish and recycling services are provided on alternate weeks.
- 5) Rates and fees for the different services, and the different bin sizes, are as per Council's fees and charges schedule, set annually.
- 6) Variations to the normal service as a result of public holidays will be as notified by Council.
- 7) Only the bins provided by Council's contractor and with Waimakariri District Council branding are to be used in the wheelie bin collection system. These bins are owned by Council's contractor and may not be utilised by a commercial collector.
- 8) A bin size swap fee applies (as per the fees and charges, set annually).
- 9) A bin replacement fee applies for stolen bins that are reported as missing more than 24 hours after the day on which the bin went missing and also for intentionally damaged bins (as per Council's fees and charges, set annually).

- 10) Only official Waimakariri District Council refuse bags are to be used in the refuse collection system. These may be purchased at Council offices and refuse stations, and at most supermarkets. The cost of the bags will be as per Council's fees and charges, set annually.
- 11) Bag tops must be securely tied and the weight of the bag and contents is not to exceed 15 kg.
- 12) Motels and similar businesses will pay by default one recycling targeted rate per property. Extra bins will be provided upon request, and the property rated accordingly.
- 13) Households, businesses and organisations (e.g. rest homes) for which the allocated number of recycling bins, based on their rates, is inadequate for their needs may opt to have additional bins. Each additional bin will be charged as per Council's fees and charges, set annually.
- 14) Organisations (e.g. rest homes) may choose to use the Council's refuse bin and organics collection services, and will be rated accordingly. However it is recognised that rating structures can differ depending on how such organisations have been set up internally. Organisational administrators should contact the Solid Waste Asset Manager to discuss ways of best providing services that meet the requirements of both parties.
- 15) Households, businesses and organisations may opt to have additional 240 litre bins. The additional bins will be charged as per Council's fees and charges, set annually.
- 16) Bins which are too heavy for the collection truck to lift, overfull and/or contain oversized material will not be emptied. If the bin lid is not shut flat the bin is considered to be overfull.

Note: *the maximum weight able to be lifted by the trucks' collection arm is 70kg.*

- 17) Every owner/occupier must separate and prepare all waste to comply with the permitted waste criteria for recycling and rubbish disposal (see the Permitted Waste section of these terms and conditions).

Permitted Waste

- 18) Permitted waste in each approved container includes any of the following:
 - i. In bins for Recycling – Dry, empty and clean recyclable material which Council lists as acceptable, that is placed loose in the bin, is able to be mechanically recovered, and which is financially viable to recover. The list of acceptable recyclable materials will be held on the Council's website, will be updated as necessary and any changes to materials that can be accepted will be advertised in local media.
 - ii. No other materials whatsoever may be placed in the recyclables bin.
 - iii. In bins for Organics - Compostable food scraps and garden material which Council lists as acceptable, that is placed loose in the bin, and that is free of inorganic and unsanitary contamination. The list of acceptable compostable organic materials will be held on the Council's website, will be updated as necessary and any changes to materials that can be accepted will be advertised in local media.
 - iv. No other materials whatsoever may be placed in the organics bin.

- v. In containers for Residual Waste/Rubbish – All waste originating from domestic activities not suitable for Recycling or Composting through Council–provided services, and that is not Prohibited Waste.

Note: *Non-official bags and/or loose items placed beside or on top of any wheelie bins, will not be collected.*

- vi. Prohibited Waste that shall not be placed in approved containers for disposal includes:
- a) sharp objects or material, unless such waste is sufficiently contained to prevent it from puncturing the bag or injuring any person;
 - b) material capable by reason of its brittleness of shattering in the course of collection, unless such waste is properly and sufficiently contained so as to prevent it from puncturing the bag or injuring any person;
 - c) any explosives, hot ashes, flammable material, or other dangerous objects;
 - d) any liquid, whether in a container or otherwise, or any viscous fluid including used oil;
 - e) any radioactive wastes, but excluding domestic smoke detectors;
 - f) any lead-acid batteries (car/boat/truck batteries);
 - g) any lithium-ion (Li-ion) batteries;
 - h) any compressed gas cylinders whether empty or not;
 - i) any hazardous or toxic waste;
 - j) any Hazardous or Controlled Healthcare Waste as defined in NZS 4304:2002.

For information on how to dispose of hazardous, prohibited or special waste:

- visit the WDC website
<https://www.waimakariri.govt.nz/services/rubbish,-recycling-and-organics/transfer-stations>, or;
- call the Council on 0800 965 468 and ask for the Solid Waste Officer

Placement of Approved Containers

19) Placement of Wheelie Bins for collection.

- i) Bins are to be placed for collection in a manner which facilitates the safe and efficient collection by the waste collectors. Rules for placement are as follows:
 - a) On the kerb in front of the boundary of the serviced property with Council logo facing the road, or in the case of roads without formed kerbs, on the nominal edge of the road closest to where the collection vehicle passes.

NOTE: *Bins must not be placed on the Road.*

 - b) Close to the driveway/footpath crossing for the serviceable property.
 - c) Where possible the space between bins should be at least 50 cm to accommodate wheelie bin lifter arms.
 - d) Bins should be placed at least 50 cm clear of fixed obstructions such as trees, lamp posts and sign posts to enable tipping of bins for collection.

- e) Where possible bins should be placed clear of movable obstructions such as parked cars and temporary road signage.

Or alternatively when placement above is not possible, bins are to be placed as directed by the Council to facilitate the contractor's operations. Instances where alternative arrangements may be directed include where service lanes exist, on one way streets and private lanes. (See clause 25 of these Terms and Conditions for the rules relating to private lanes and gated communities).

20) Placement of refuse bags for collection.

- i) Bags are to be placed for collection in a manner which facilitates the safe and efficient collection by the waste collectors. Rules for placement are as follows:
 - a) On the kerb in front of the boundary of the serviced property with Council logo facing the road, or in the case of roads without formed kerbs, on the nominal edge of the road closest to where the collection vehicle passes. NOTE: Bags must not be placed on the Road.
 - b) Close to the driveway/ footpath crossing for the serviceable property.
 - c) Bags should be placed clear of obstructions such as wheelie bins, street gardens (plantings), trees, and street furniture (lamp posts, sign posts, etc.) so that the bags are visible to the approaching collection driver.
 - d) Where possible bags should be placed clear of movable obstructions such as parked cars and temporary road signage.

Or alternatively when placement above is not possible, bags are to be placed as directed by the Council to facilitate the contractor's operations. Instances where alternative arrangements may be directed include where service lanes exist, on one way streets and private lanes. (See clause 25 of these Terms and Conditions for the rules relating to private lanes and gated communities).

21) Time for placement and removal of bins ~~a standard collection day is 7:00am to 6:00pm.~~

- i) Bins are to be placed for collection in accordance with clause 17 of these terms and conditions prior to the collection starting in that area.
- ii) In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, To to ensure collection bins are to be placed put bins at kerbside on the day of collection before 7.00 am but no earlier than 6:00 pm on the day before collection.
- iii) In an Early Collection Area, to ensure collection bins are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection.
- iv) Bins, whether emptied or not, must be removed from the kerbside by 8:00 pm on the day of collection unless otherwise directed by Council.
- v) The Council may direct that other times will apply to the placement or removal of bins. This may be for the purposes of facilitating collection operations in areas where an out-of-hours collection is preferred for reasons of public safety and convenience. Instances where alternative times may be applied by the Council include on streets where parking

during the day is an issue, and streets that have high traffic counts during the day, e.g. commercial areas.

- 22) Time for placement of refuse bags for collection ~~— a standard collection day is 7:00am to 6:00pm.~~
- i) ~~In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bags are to be placed at kerbside on the day of collection Bags are to be placed on the footpath before 7:00 am on the day of collection but no earlier than 6:00 pm on the day before collection or such other times as notified by Council.~~
 - ii) ~~In an Early Collection Area, to ensure collection bags are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection.~~
 - iii) ~~Bags, not collected, are to be removed from the footpath/street by 8.00 pm on the day of collection, unless otherwise directed by Council.~~
 - iv) ~~The Council may direct that other times will apply to the placement or removal of bags. This may be for the purposes of facilitating collection operations in areas where an out-of-hours collection is preferred for reasons of public safety and convenience. Instances where alternative times may be applied by the Council include on streets where parking during the day is an issue, and streets that have high traffic counts during the day, e.g. commercial areas.~~

Wheelie Bins – Responsibilities of owners/occupiers owners

- 23) Protection and Use of Bins.
- i) Every owner or occupier must:
 - a) Reasonably protect the wheelie bins allocated to their property from damage and theft.
 - b) Maintain wheelie bins in a sanitary manner so as not to cause offence or nuisance.
 - c) Promptly notify the Council of any loss of or damage to the wheelie bin.
 - d) Ensure that wheelie bins allocated to a property remain at the property the bins are allocated to.
- Note:** Council's collection contractor maintains a record of serial numbers of bins allocated to properties rated for the kerbside collection service. A bin outside a different property from the property to which it is allocated may be removed from that property by Council or Council's contractor.
- e) Must pay any fees and charges (set annually) to have any bin allocated to that property redelivered to the allocated address (unless the bin was reported stolen or other arrangements were made for the bins).
 - f) Make the wheelie bins allocated to the property available to Council, its contractors or agents, for audit and inspection purposes. If repair is required make the bin available at the kerbside on the next collection day for that bin.
 - g) Make payment to replace a wheelie bin if:
 - through negligence, damage, and/or destruction of the bin has occurred;

or

- the bin has gone missing after collection from being left out at the kerbside or it has been stolen from private property, and in either case the theft has not been reported to council within 24 hours.

or

- any other instance where a court orders compensation to the contractor for damage or loss attributed to the occupiers of that property.

Note: *The contractor will refund any payment on recovery of a bin if found in usable condition, less administration expenses, namely cleaning, relabelling & redelivery.*

24) These terms and conditions will be enforced as follows:

- i) When the contents of the bins emptied into the truck do not comply with the permitted waste criteria for that bin, a notice will be attached to the bin. The notice will provide guidance on the correct use of the bin and will include a statement that the warning has been logged against the address listed on the bin.
- ii) If non-compliant placement, or non-compliant contents of the bin, occurs at the same property again within a three month period, the bin may not be emptied and a notice will be attached to the bin. The notice will provide information as to the reason for the notice being issued, guidance on the correct use of the bin and will include a statement that the warning has been logged against the address listed on the bin.
- iii) In the event of a third non-compliance occurrence within a twelve month period of the first recorded occurrence, the bin will not be collected, and a notice will be attached to the bin. The contractor will inform the Council who will write to the occupiers/owners of the address listed for the bin, setting out the actions that Council will follow if non-compliant use of the wheelie bin continues. The letter will include information to assist the property occupier in the correct use of the wheelie bins.
- iv) If non-compliant material is noted after this notification has occurred, Council will remove the service entitlement to that property in accordance with the *Solid Waste and Waste Handling Licensing Bylaw 2016*, and instruct the contractor to remove the bin.
- v) Reinstatement of the service entitlement will be at the discretion of the Council in consultation with the Council's Contractor and will require:
 - a fee to be paid to Council (as per fees and charges set annually);
 - a statement completed by the owner outlining the steps the owner must take to prevent the issue reoccurring.
- vi) Enforcement of the terms and conditions may also be through the options provided for in the *Solid Waste Handling Licensing Bylaw 2016*.

Note: *the three strike process outlined above relates to contamination only. Bins presented at an address different to that allocated to may be uplifted immediately.*

25) Private Lanes, and Gated Communities

a) Private Lanes

The extension of the collection services down private rights of way (lanes) may be approved by the Council in accordance with the criteria set out below:

- (i) The relevant lane must service a minimum of five residential dwellings or units.
- (ii) A majority of the landowners whose properties are serviced by the lane must request the service before an application for extension of the collection service can be considered by Council.
- (iii) Applications must satisfy the Council that either all of the required landowners have consented to the service, or that the Applicant has the authority to act on behalf of all the required landowners.

Note: *The legal arrangements underlying private lanes can vary, so the purpose of this clause is not necessarily to require that ALL landowners must consent but is to ensure that all the consents legally required to be obtained are obtained.*

- (iv) The collection contractor's small vehicles used for collecting from "difficult access streets" (as defined in the collection contract) must be able to safely negotiate the lane, and turn around within the lane. This is to be determined at the discretion of the Council in consultation with the Contractor.
- (v) The property owners of affected lanes must acknowledge in writing that in providing the requested Council services, neither the Council nor any of the Council's contractors will be liable for wear and tear that may occur as a consequence of providing the requested Council services.
- (vi) Applications will be administered by the Council's Utilities and Roading unit.
- (vii) Any approved service may be withdrawn at the discretion of the Council if safe access along the lane by the collection vehicle is consistently impeded e.g. by parked vehicles.

b) Gated Communities and Multi Unit Properties:

Organisations responsible for the administration of multiple unit or gated developments (e.g. the Body Corporate or any owners' committee) may apply for collection services to be extended to within their properties on behalf of the owners provided that such organisation satisfies the Council that it has the authority to act on behalf of all the required owners.

The extension of collection services to within such properties will be provided subject to the same conditions as for private rights of way (lanes) as follows:

- (i) Driver-activated access, by means of a remote control and card key or access code as back-ups being provided to the Council and/or the Council's contractor. Where access cannot be gained by the contractor due to a failure in the access system, collection will only occur outside the secured perimeter of the facility. Where access codes are used, the Council/contractor will be notified of any changes in such codes.
- (ii) The Council may, at its discretion, discontinue the provision of collection services within such properties at any time.
- (iii) Neither the Council, nor the Council's contractor, will be liable for wear and tear that may occur as a consequence of providing the requested Council services or missing collections due to inability to access.

- (iv) That should the criteria not be met or a gated community choose not to apply for collection services within the community, that community must provide a collection point for Council recycling, organics and rubbish containers outside the security perimeter which is safe and accessible to the Council's contractor.

26) Provision of Recycling Containers for Tenants/Occupiers.

It is the responsibility of the landlord to ensure that tenants are provided with the Council recycling wheelie bin(s) allocated to the property, and manage the transition of tenants so that incoming tenants are supplied with a bin. The same responsibilities apply should the landlord chose to utilise the Council refuse and/or organics collections services.

27) Assisted kerbside collection service

An uplifting service from within the property for the collection services that the occupier has chosen to use, may be provided by Council to households unable to take the bag or bins to the kerbside due to disability, impairment and frailty.

Applications for assistance may be approved by Council in accordance with the criteria set out below where:

- Disability, impairment or frailty which prevents the applicant from using the service, in the particular circumstances of the applicant's property, and;
- Household or community support is not available.

Properties provided with this service will be required to place the bag, and/or bins in a fixed location readily accessible from the street and to provide unencumbered access to the property to the contractor for the purpose of uplifting the bag, or wheeling out and returning any bins.

Approval of eligibility for the service will be administered by the Solid Waste Asset Team, Utilities and Roading Department.

WAIMAKARIRI DISTRICT COUNCIL
KERBSIDE COLLECTION and COUNCIL WASTE COLLECTIONS POINTS USE
TERMS AND CONDITIONS

Kerbside Collection Rules

General

- 1) All occupied and un-occupied residential dwellings and commercial premises within the Council's Kerbside Collection Area, as defined on the Kerbside Collection map (Plan series 16-046), ([link to maps](#)) which Council has determined will receive a Council Kerbside Collection Service are entitled to use the Council collection service. (No-one is required to use the recyclables collection service just because it is available however charges will still apply).
- 2) Rates remitted properties (e.g. non-profit organisations), or permanent dwellings on non-rateable land (e.g. Ministry of education land), or sports organisations on reserve land, may apply to the Solid Waste Manager to opt-in to the kerbside service. A charge may be applicable (as per fees and charges, set annually).
- 3) Owners or occupiers of properties in close proximity to the boundary of the Council Kerbside Collection area may apply to the Council to receive the services. Applications shall be made to the Solid Waste Asset Manager. If approval is given the standard rateable charge will be applicable (as per fees and charges, set annually), and special conditions may apply as to placement of the approved container for collection.
- 4) The service comprises a kerbside collection service for recyclables, organics and residual waste (rubbish). The recyclables collection is a fortnightly wheelie bin (mobile recycling bin) based service funded through a targeted rate. The organics and rubbish wheelie bin based collections are only provided to those households that choose to use them, and for which they pay via an annual rate. The organics collection (food and garden waste) is a weekly wheelie bin service, with a range of bin sizes available. The rubbish collection is a fortnightly wheelie bin service, with a range of bin sizes available, or a fortnightly bag based service, for which customers buy official WDC bags at outlets such as supermarkets. The rubbish and recycling services are provided on alternate weeks.
- 5) Rates and fees for the different services, and the different bin sizes, are as per Council's fees and charges schedule, set annually.
- 6) Variations to the normal service as a result of public holidays will be as notified by Council.
- 7) Only the bins provided by Council's contractor and with Waimakariri District Council branding are to be used in the wheelie bin collection system. These bins are owned by Council's contractor and may not be utilised by a commercial collector.
- 8) A bin size swap fee applies (as per the fees and charges, set annually).
- 9) A bin replacement fee applies for stolen bins that are reported as missing more than 24 hours after the day on which the bin went missing and also for intentionally damaged bins (as per Council's fees and charges, set annually).

- 10) Only official Waimakariri District Council refuse bags are to be used in the refuse collection system. These may be purchased at Council offices and refuse stations, and at most supermarkets. The cost of the bags will be as per Council's fees and charges, set annually.
- 11) Bag tops must be securely tied and the weight of the bag and contents is not to exceed 15 kg.
- 12) Motels and similar businesses will pay by default one recycling targeted rate per property. Extra bins will be provided upon request, and the property rated accordingly.
- 13) Households, businesses and organisations (e.g. rest homes) for which the allocated number of recycling bins, based on their rates, is inadequate for their needs may opt to have additional bins. Each additional bin will be charged as per Council's fees and charges, set annually.
- 14) Organisations (e.g. rest homes) may choose to use the Council's refuse bin and organics collection services, and will be rated accordingly. However it is recognised that rating structures can differ depending on how such organisations have been set up internally. Organisational administrators should contact the Solid Waste Asset Manager to discuss ways of best providing services that meet the requirements of both parties.
- 15) Households, businesses and organisations may opt to have additional 240 litre bins. The additional bins will be charged as per Council's fees and charges, set annually.
- 16) Bins which are too heavy for the collection truck to lift, overfull and/or contain oversized material will not be emptied. If the bin lid is not shut flat the bin is considered to be overfull.

Note: *the maximum weight able to be lifted by the trucks' collection arm is 70kg.*

- 17) Every owner/occupier must separate and prepare all waste to comply with the permitted waste criteria for recycling and rubbish disposal (see the Permitted Waste section of these terms and conditions).

Permitted Waste

- 18) Permitted waste in each approved container includes any of the following:
 - i. In bins for Recycling – Dry, empty and clean recyclable material which Council lists as acceptable, that is placed loose in the bin, is able to be mechanically recovered, and which is financially viable to recover. The list of acceptable recyclable materials will be held on the Council's website, will be updated as necessary and any changes to materials that can be accepted will be advertised in local media.
 - ii. No other materials whatsoever may be placed in the recyclables bin.
 - iii. In bins for Organics - Compostable food scraps and garden material which Council lists as acceptable, that is placed loose in the bin, and that is free of inorganic and unsanitary contamination. The list of acceptable compostable organic materials will be held on the Council's website, will be updated as necessary and any changes to materials that can be accepted will be advertised in local media.
 - iv. No other materials whatsoever may be placed in the organics bin.

- v. In containers for Residual Waste/Rubbish – All waste originating from domestic activities not suitable for Recycling or Composting through Council–provided services, and that is not Prohibited Waste.

Note: *Non-official bags and/or loose items placed beside or on top of any wheelie bins, will not be collected.*

- vi. Prohibited Waste that shall not be placed in approved containers for disposal includes:
- a) sharp objects or material, unless such waste is sufficiently contained to prevent it from puncturing the bag or injuring any person;
 - b) material capable by reason of its brittleness of shattering in the course of collection, unless such waste is properly and sufficiently contained so as to prevent it from puncturing the bag or injuring any person;
 - c) any explosives, hot ashes, flammable material, or other dangerous objects;
 - d) any liquid, whether in a container or otherwise, or any viscous fluid including used oil;
 - e) any radioactive wastes, but excluding domestic smoke detectors;
 - f) any lead-acid batteries (car/boat/truck batteries);
 - g) any lithium-ion (Li-ion) batteries;
 - h) any compressed gas cylinders whether empty or not;
 - i) any hazardous or toxic waste;
 - j) any Hazardous or Controlled Healthcare Waste as defined in NZS 4304:2002.

For information on how to dispose of hazardous, prohibited or special waste:

- visit the WDC website
<https://www.waimakariri.govt.nz/services/rubbish,-recycling-and-organics/transfer-stations>, or;
- call the Council on 0800 965 468 and ask for the Solid Waste Officer

Placement of Approved Containers

19) Placement of Wheelie Bins for collection.

- i) Bins are to be placed for collection in a manner which facilitates the safe and efficient collection by the waste collectors. Rules for placement are as follows:
 - a) On the kerb in front of the boundary of the serviced property with Council logo facing the road, or in the case of roads without formed kerbs, on the nominal edge of the road closest to where the collection vehicle passes.

NOTE: *Bins must not be placed on the Road.*

 - b) Close to the driveway/footpath crossing for the serviceable property.
 - c) Where possible the space between bins should be at least 50 cm to accommodate wheelie bin lifter arms.
 - d) Bins should be placed at least 50 cm clear of fixed obstructions such as trees, lamp posts and sign posts to enable tipping of bins for collection.

- e) Where possible bins should be placed clear of movable obstructions such as parked cars and temporary road signage.

Or alternatively when placement above is not possible, bins are to be placed as directed by the Council to facilitate the contractor's operations. Instances where alternative arrangements may be directed include where service lanes exist, on one way streets and private lanes. (See clause 25 of these Terms and Conditions for the rules relating to private lanes and gated communities).

20) Placement of refuse bags for collection.

- i) Bags are to be placed for collection in a manner which facilitates the safe and efficient collection by the waste collectors. Rules for placement are as follows:
 - a) On the kerb in front of the boundary of the serviced property with Council logo facing the road, or in the case of roads without formed kerbs, on the nominal edge of the road closest to where the collection vehicle passes. NOTE: Bags must not be placed on the Road.
 - b) Close to the driveway/ footpath crossing for the serviceable property.
 - c) Bags should be placed clear of obstructions such as wheelie bins, street gardens (plantings), trees, and street furniture (lamp posts, sign posts, etc.) so that the bags are visible to the approaching collection driver.
 - d) Where possible bags should be placed clear of movable obstructions such as parked cars and temporary road signage.

Or alternatively when placement above is not possible, bags are to be placed as directed by the Council to facilitate the contractor's operations. Instances where alternative arrangements may be directed include where service lanes exist, on one way streets and private lanes. (See clause 25 of these Terms and Conditions for the rules relating to private lanes and gated communities).

21) Time for placement and removal of bins.

- i) Bins are to be placed for collection in accordance with clause 17 of these terms and conditions prior to the collection starting in that area.
- ii) In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bins are to be placed at kerbside on the day of collection before 7:00 am but no earlier than 6:00 pm on the day before collection.
- iii) In an Early Collection Area, to ensure collection bins are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection.
- iv) Bins, whether emptied or not, must be removed from the kerbside by 8:00 pm on the day of collection unless otherwise directed by Council.
- v) The Council may direct that other times will apply to the placement or removal of bins. This may be for the purposes of facilitating collection operations in areas where an out-of-hours collection is preferred for reasons of public safety and convenience. Instances where alternative times may be applied by the Council include on streets where parking

during the day is an issue, and streets that have high traffic counts during the day, e.g. commercial areas.

22) Time for placement of refuse bags for collection.

- i) In a Standard Collection Area, where collections commence at 7:00 am and are completed by 6:00 pm, to ensure collection bags are to be placed at kerbside on the day of collection before 7:00 am on the day of collection but no earlier than 6:00 pm on the day before collection.
- ii) In an Early Collection Area, to ensure collection bags are to be placed at kerbside on the day of collection before 6:30 am but no earlier than 6:00 pm on the day before collection.
- iii) Bags, not collected, are to be removed from the footpath/street by 8.00 pm on the day of collection, unless otherwise directed by Council.
- iv) The Council may direct that other times will apply to the placement or removal of bags. This may be for the purposes of facilitating collection operations in areas where an out-of-hours collection is preferred for reasons of public safety and convenience. Instances where alternative times may be applied by the Council include on streets where parking during the day is an issue, and streets that have high traffic counts during the day, e.g. commercial areas.

Wheelie Bins – Responsibilities of owners/occupiers owners

23) Protection and Use of Bins.

- i) Every owner or occupier must:
 - a) Reasonably protect the wheelie bins allocated to their property from damage and theft.
 - b) Maintain wheelie bins in a sanitary manner so as not to cause offence or nuisance.
 - c) Promptly notify the Council of any loss of or damage to the wheelie bin.
 - d) Ensure that wheelie bins allocated to a property remain at the property the bins are allocated to.

Note: Council's collection contractor maintains a record of serial numbers of bins allocated to properties rated for the kerbside collection service. A bin outside a different property from the property to which it is allocated may be removed from that property by Council or Council's contractor.

- e) Must pay any fees and charges (set annually) to have any bin allocated to that property redelivered to the allocated address (unless the bin was reported stolen or other arrangements were made for the bins).
- f) Make the wheelie bins allocated to the property available to Council, its contractors or agents, for audit and inspection purposes. If repair is required make the bin available at the kerbside on the next collection day for that bin.
- g) Make payment to replace a wheelie bin if:
 - through negligence, damage, and/or destruction of the bin has occurred;

or

- the bin has gone missing after collection from being left out at the kerbside or it has been stolen from private property, and in either case the theft has not been reported to council within 24 hours.

or

- any other instance where a court orders compensation to the contractor for damage or loss attributed to the occupiers of that property.

Note: The contractor will refund any payment on recovery of a bin if found in usable condition, less administration expenses, namely cleaning, relabelling & redelivery.

24) These terms and conditions will be enforced as follows:

- i) When the contents of the bins emptied into the truck do not comply with the permitted waste criteria for that bin, a notice will be attached to the bin. The notice will provide guidance on the correct use of the bin and will include a statement that the warning has been logged against the address listed on the bin.
- ii) If non-compliant placement, or non-compliant contents of the bin, occurs at the same property again within a three month period, the bin may not be emptied and a notice will be attached to the bin. The notice will provide information as to the reason for the notice being issued, guidance on the correct use of the bin and will include a statement that the warning has been logged against the address listed on the bin.
- iii) In the event of a third non-compliance occurrence within a twelve month period of the first recorded occurrence, the bin will not be collected, and a notice will be attached to the bin. The contractor will inform the Council who will write to the occupiers/owners of the address listed for the bin, setting out the actions that Council will follow if non-compliant use of the wheelie bin continues. The letter will include information to assist the property occupier in the correct use of the wheelie bins.
- iv) If non-compliant material is noted after this notification has occurred, Council will remove the service entitlement to that property in accordance with the *Solid Waste and Waste Handling Licensing Bylaw 2016*, and instruct the contractor to remove the bin.
- v) Reinstatement of the service entitlement will be at the discretion of the Council in consultation with the Council's Contractor and will require:
 - a fee to be paid to Council (as per fees and charges set annually);
 - a statement completed by the owner outlining the steps the owner must take to prevent the issue reoccurring.
- vi) Enforcement of the terms and conditions may also be through the options provided for in the *Solid Waste Handling Licensing Bylaw 2016*.

Note: the three strike process outlined above relates to contamination only. Bins presented at an address different to that allocated to may be uplifted immediately.

25) Private Lanes, and Gated Communities

a) Private Lanes

The extension of the collection services down private rights of way (lanes) may be approved by the Council in accordance with the criteria set out below:

- (i) The relevant lane must service a minimum of five residential dwellings or units.

- (ii) A majority of the landowners whose properties are serviced by the lane must request the service before an application for extension of the collection service can be considered by Council.
- (iii) Applications must satisfy the Council that either all of the required landowners have consented to the service, or that the Applicant has the authority to act on behalf of all the required landowners.

Note: *The legal arrangements underlying private lanes can vary, so the purpose of this clause is not necessarily to require that ALL landowners must consent but is to ensure that all the consents legally required to be obtained are obtained.*

- (iv) The collection contractor's small vehicles used for collecting from "difficult access streets" (as defined in the collection contract) must be able to safely negotiate the lane, and turn around within the lane. This is to be determined at the discretion of the Council in consultation with the Contractor.
- (v) The property owners of affected lanes must acknowledge in writing that in providing the requested Council services, neither the Council nor any of the Council's contractors will be liable for wear and tear that may occur as a consequence of providing the requested Council services.
- (vi) Applications will be administered by the Council's Utilities and Roading unit.
- (vii) Any approved service may be withdrawn at the discretion of the Council if safe access along the lane by the collection vehicle is consistently impeded e.g. by parked vehicles.

b) Gated Communities and Multi Unit Properties:

Organisations responsible for the administration of multiple unit or gated developments (e.g. the Body Corporate or any owners' committee) may apply for collection services to be extended to within their properties on behalf of the owners provided that such organisation satisfies the Council that it has the authority to act on behalf of all the required owners.

The extension of collection services to within such properties will be provided subject to the same conditions as for private rights of way (lanes) as follows:

- (i) Driver-activated access, by means of a remote control and card key or access code as back-ups being provided to the Council and/or the Council's contractor. Where access cannot be gained by the contractor due to a failure in the access system, collection will only occur outside the secured perimeter of the facility. Where access codes are used, the Council/contractor will be notified of any changes in such codes.
- (ii) The Council may, at its discretion, discontinue the provision of collection services within such properties at any time.
- (iii) Neither the Council, nor the Council's contractor, will be liable for wear and tear that may occur as a consequence of providing the requested Council services or missing collections due to inability to access.
- (iv) That should the criteria not be met or a gated community choose not to apply for collection services within the community, that community must provide a collection point for Council recycling, organics and rubbish containers

outside the security perimeter which is safe and accessible to the Council's contractor.

26) Provision of Recycling Containers for Tenants/Occupiers.

It is the responsibility of the landlord to ensure that tenants are provided with the Council recycling wheelie bin(s) allocated to the property, and manage the transition of tenants so that incoming tenants are supplied with a bin. The same responsibilities apply should the landlord chose to utilise the Council refuse and/or organics collections services.

27) Assisted kerbside collection service

An uplifting service from within the property for the collection services that the occupier has chosen to use, may be provided by Council to households unable to take the bag or bins to the kerbside due to disability, impairment and frailty.

Applications for assistance may be approved by Council in accordance with the criteria set out below where:

- Disability, impairment or frailty which prevents the applicant from using the service, in the particular circumstances of the applicant's property, and;
- Household or community support is not available.

Properties provided with this service will be required to place the bag, and/or bins in a fixed location readily accessible from the street and to provide unencumbered access to the property to the contractor for the purpose of uplifting the bag, or wheeling out and returning any bins.

Approval of eligibility for the service will be administered by the Solid Waste Asset Team, Utilities and Roading Department.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: CPR-04-05-48 TRIM 250321048567

REPORT TO: WAIMAKARIRI DISTRICT COUNCIL

DATE OF MEETING: 1 April 2025

AUTHOR(S): Chris Brown (General Manager Community and Recreation)

SUBJECT: Mainpower Stadium Management Agreement and Carpet Tile Purchase

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

_____ General Manager

_____ pp Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek approval from Council to
- enter into a management agreement with the North Canterbury Sport and Recreation Trust (NCSRT) for the management of the Mainpower Stadium courts and associated community spaces; including the sports house office space, the main function room and the common areas,
 - enter into a lease for the commercial areas of the stadium including the physio rooms, the fitness centre and the coffee shop.
 - the purchase of the carpet tiles from NCSRT.
- 1.2. Currently the NCRST operates the stadium under a heads of agreement. A lease agreement had been under negotiation for a number of years, but agreement was not reached. Under the heads of agreement, the NCRST retains all revenue and incurs all maintenance and operational expenses with the exception of major capital replacements, which sit with the Council as the building owner.
- 3.1 NCSRT were a strong advocate for the building of the new stadium and raised one million dollars on behalf of the community towards the building and fit out of the facility.
- 1.3. Over the past 6 months staff have been working with the NCSRT to establish a sustainable operating model by putting in place a management agreement for the sports courts and associated spaces and common areas and a new commercial lease in place for the commercial areas.
- 1.4. The term for the proposed management agreement and commercial lease agreements will align with the term of the initial heads of agreement. This term is for ten years plus two rights of renewal of five years.
- 1.5. A management services agreement is a contract to provide management services, these services would include the day to day operation and in this instance, these services would cover the indoor courts, the function room, and the sports house administration area. The fitness centre, café, and Active Health areas would remain under a commercial lease agreement with NCSRT.
- 1.6. In December 2023 a report was submitted to Council informing Council of the discussions with the NCSRT and outlining the management options that had been evaluated. This report informed Council of the background and impacts of each option.

- 1.7. Under the Management Agreement model Waimakariri District Council (WDC) will receive all revenue from the stadium including, hire fees, naming rights and signage income, and commercial lease income from NCSRT for the Gym, café and physio rooms. This will offset the majority of the operating cost for the areas covered under the management agreement. These costs include energy, cleaning, waste management and maintenance costs.
- 1.8. WDC will pay a management fee that will cover the staffing expenses for the areas covered under the management agreement.
- 1.9. Under the management agreement model Mainpower Stadium will operate at an estimated loss of approximately \$80k-\$100K per year. In the 2023/2024 Long Term Plan an additional \$100,000 was included in the Greenspace annual operating budget for the operation of the stadium under the management agreement model.
- 1.10. Services Provided: NCSRT is responsible for managing the stadium, including bookings, customer service, event management, and minor maintenance.
- 1.11. Charges and Revenue: WDC will pay monthly charges to NCSRT for the services provided. NCSRT will keep accurate records of all revenue and provide monthly statements to WDC.
- 1.12. Health and Safety: NCSRT must comply with all health and safety laws and maintain a safe environment for the public and its employees.
- 1.13. Reporting and Auditing: NCSRT must provide annual audited accounts and monthly statements of revenue to WDC.
- 1.14. Termination: The agreement can be terminated under certain conditions, such as material breaches or insolvency.`
- 1.15. In order for Mainpower to be a desirable multipurpose venue the NCSRT purchased carpet tiles to allow the floor to be protected and to provide a high quality event space for expos and gala dinners. The Trust invested in the carpet tiles with the intention of making a commercial return on their hire. It has transpired that the costs to hire the carpet tiles required by this model have proven to be a barrier for some local and regionally important events to hire the venue, this has resulted in them utilising alternative venues.
- 1.16. The purchase of the carpet tiles by Council will allow the cost to hire to be reduced to a more palatable level for community and targeted events, enabling more use of the venue by a more diverse event offering.

Attachments:

- i. Operating Agreement 250321048552
- ii. Commercial Lease 250321048557
- iii. 2024 Commercial Valuation 250321048563

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. TRIM 250321048567
- (b) **Approves** the execution of the Management Agreement with the North Canterbury Sport and Recreation Trust for the management of the indoor courts, large function room, sports house office space and the common areas of Mainpower Stadium for a term of ten years plus two rights of renewal of five years.
- (c) **Approves** the execution of the commercial lease with the North Canterbury Sport and Recreation Trust for the lease of the fitness centre, physio rooms and the Cafe at Mainpower Stadium for a term of ten years plus two rights of renewal of five years.

- (d) **Approves** the purchase of the carpet tiles and floor trollies from the North Canterbury Sport and Recreation Trust for \$60,000.
- (e) **Notes** Council will pay a fee to the North Canterbury Sport and Recreation Trust to cover the staffing costs of operating the areas covered under the management agreement.
- (f) **Notes** All revenue from the areas covered under the management agreement will be collected by Council, this will include hire fees, naming rights, and signage. In addition Council will also receive revenue for the commercially leased areas including the gym, café and physio rooms.
- (g) **Notes** the management fee from Council to NCSRT will be paid monthly and the revenue from the managed area will be received monthly by Council.
- (h) **Notes** that the indemnity and liability cover of the North Canterbury Sport and Recreation Trust is limited to \$10 million and any losses beyond this amount would be incurred by Council.
- (i) **Notes** That NCSRT have purchased equipment including furniture and IT equipment for the Stadium. These items are currently listed as trust assets in the agreement, however staff will continue to work with the NCRST regarding the ownership and replacement of these items.
- (j) **Notes** the purchase cost of the carpet tiles is estimated to be recouped through hire fees in 8 years.

3. **BACKGROUND**

Stadium Management

- 3.2 Mainpower Stadium was opened to the public in August 2021. Mainpower Stadium was built for a total cost of approximately \$30 million dollars. The NCSRT signed a Heads of Agreement in September 2019, this agreement outlined the roles and responsibilities of each party and the annual rent payable by NCRST.
- 3.3 Since its establishment in 1983 the North Canterbury Sport & Recreation Trust has focused on providing opportunities for everyone in the community to engage in sport and recreation pursuits for their improved health and wellbeing.

NCSRT manages fitness centres and sporting facilities, organises sports and community events, and works with local sports clubs and schools to provide a wide variety of sport and recreational opportunities and encourage active participation.
- 3.4 Since its opening Mainpower Stadium has hosted over 400,000 participants including national age group sports tournaments and live televised ANZ Netball Fixtures, the venue has also hosted a number of large awards dinners and ethnic sports tournaments. The facility has been embraced by both North Canterbury Netball and Basketball with both organisations delivering significant portions of their competition in the new facility during the week and on the weekend.

North Canterbury Sport and Recreation Trust have activated the courts through a number of programmes including pickleball, walking netball, and preschool fundamental movement classes.
- 3.5 Through the process of developing a lease agreement, an ongoing discussion has occurred between the NCSRT and Council regarding the assessment process for the rent review. In particular the assessment of the community courts area, the acknowledgment of the financial contribution to the facility by NCSRT and the recognition of the work they carry out in the community. Indoor sports courts typically run at a loss, and it had become clear that the revenue being generated by the facility was not sufficient to meet the operating costs in a sustainable way. Staff worked with NCSRT to try and establish a rent review process and methodology that would see NCRST pay Council pay a fair lease fee, was viable for the Trust and recognised the commercial aspects of the venue.

- 3.6 The continuation of Covid 19 and the associated lockdowns and restrictions had a significant impact on the operation of the stadium, including reduced participation and reduced revenue. This impacted both the commercial areas of the facility and the use of the courts. Relief was given at this time by Council through the extending of the phased rental payments with a second year of 50% rent.
- 3.7 In 2023 a scheduled maintenance program was developed and priced for the facility which considered manufacturers' recommendations and best practices for similar facilities. The annual costs for maintenance of the facility was estimated to be \$200,000 per year. Under the current Heads of Agreement, the majority of these costs sit with the NCSRT.
- 3.8 Maintenance Costs for the stadium have been identified through the current Heads of Agreement as the responsibility of NCSRT as lease holder. This includes routine maintenance of the interior of the building and includes painting and plastering, HVAC maintenance and repair and replacement in respect to damage.
- 3.9 Under the Heads of Agreement WDC are responsible for exterior building maintenance, landscaping, and the replacement of building assets including structural works, any replacement of the HVAC system and the flooring of the indoor courts.
- 3.10 In working with the NCRST to establish the true running cost of the indoor courts, sports house administration area, and public meeting room it is estimated that these areas run at a loss of approximately \$288,000 per year. This is in line with industry-based estimates by RSL Consultancy of between a \$55k-75k loss per court.
- 3.11 The heads of agreement outlined the following rental assessments for each area of the building, under the terms of the agreement the rent was staggered for the first three years. For year one the rent was set a 50%, year two 75% with 100% of the set rent payable from year 3 onwards.

	Area (m2)	\$Rent/m2	Rental
Health and Fitness	800	116	\$92,800
Sports House	195	116	\$22,620
Reception and Juice Counter	40	116	\$4,640
Core Management	58	116	\$6,728
Allied Health	107	116	\$12,412
Multi Use rooms	154	116	\$17,864
Courts	Not Specified		\$50,000
Total			\$207,064

- 3.12 In December 2023 a report was received by Council outlining the options that had been considered by staff for the ongoing operation of Mainpower Stadium. The options included continuing with the status quo, putting in place a management agreement or Council operating the facility directly.
- 3.13 The report included an outline of the financial implication of each option, these have been included below. A 2024 updated forecast for the proposed option (Management Agreement) is included in the financial implications section of this report.

Status Quo			
NCRST (April 2022 -March 2023)	Revenue	Costs	
Stadium Total	\$327,404	\$592,302	
Operating Deficit	-\$264,898		
Fitness Centre	\$1,085,677	*\$893,204	* includes \$117,000 rent payment to Council
Profit/Loss	\$192,473		
Total Operating Deficit (cost to Trust)	-\$72,425		
Proposed Option - Management Agreement			
Management Agreement	Revenue	Costs	
Stadium	\$343,000	\$646,060	
Stadium profit/loss	-\$303,060		
Lease Income	\$205,135		
*Operating Deficit (cost to Council)	-\$97,925		
Council to Operate	Revenue	Costs	
Stadium Total	\$343,000	\$716,962	
Total Operating Deficit	-\$373,962		
Lease Income	\$205,135		
*Total Operating Deficit	-\$168,827		

*Estimated based on an estimated split of the total cost for the venue between commercial and community areas.

- 3.14 In February 2022 a commercial valuation was undertaken for Mainpower Stadium to inform ongoing lease negotiations between Council and NCSRT. To inform the development of the proposed management agreement model this valuation was updated in September 2024. Both the 2022 and 2024 valuations were completed by Fordbaker Valuation. The below tables show the outcomes of the two valuations.

February 2022

MainPower Stadium			
Gymnasium	1024.20 m ²	@ \$175/m ²	= \$179,235
Offices	368.40 m ²	@ \$200/m ²	= \$73,680
Shared area (@ 50%)	166.20 m ²	@ \$175/m ²	= \$29,085
Assessed Market Rental			\$282,000

September 2024

MainPower Stadium			
Area 1 – Gymnasium	1024.2 m ² @	\$175/m ² =	\$179,235
Area 2 – Reception & Café	254.7 m ² @	\$0/m ² =	\$0
Area 2 Café Kiosk		\$250/week	\$13,000
Area 3 – Physiotherapy	94.5 m ² @	\$275/m ² =	\$25,988
Area 4 – Offices & Meeting Rooms	163.3 m ² @	\$225/m ² =	\$36,743
Area 5 – Multi-Use Rooms	145.9 m ² @	\$225/m ² =	\$32,828
Area 6 – Sports Courts and Amenities	3982.6 m ² @	\$0/m ² =	\$0
Assessed Market Rental – MainPower Stadium			\$287,793

Valuation Commentary

- The 2024 valuation was divided up differently to the 2022 valuation to a line with the division of areas included and excluded from the management agreement. A map of these areas can be found in the management agreement appendix.
- The sports courts and amenities were not assessed as these are a community use space and do not generate a commercial income.
- The reception area was not assessed as this is shared space by all users.
- All areas saw an increase in rental valuation since 2022 with the exception of the fitness centre. Since the last valuation there has been an increase in demand for medical and office accommodation, therefore based on market evidence this has increased. The fitness space has remained static since the last valuation hence it has not increased in line with the other areas.

Carpet Tiles

- 3.15 The NCSRT purchased carpet tiles for use at Mainpower Stadium predominately for use in staging events at the stadium. The business case for this purchase included the recouping of the cost of the carpet tiles over time, repaying the initial outlay, the tiles were purchased for \$70,030 and 4 trolleys were also made for \$4325 making the total outlay \$73,355.
- 3.16 The function of the carpet tiles is to protect the sprung wooden floor when holding events that may involve equipment or furniture that could damage the floor. Typically they would be used for gala dinners, or expos, but would also be used for sporting events if temporary seating or scaffolding is placed on the floor. The NCSRT makes the placement of carpet tiles a condition of use for these types of events where there is risk of damage to the floor.
- 3.17 The costs for the hiring of the carpet tiles was set by the NCSRT after some bench marking against some commercial event venues in Christchurch. The NCSRT set the cost for the at \$8 per square metre or \$5000 per court, this appears to be consistent with other commercial providers.
- 3.18 Since opening the carpet tiles have proven effective in the protection of the floor and provided a well presented event venue when large gala dinners or expos have been staged. However the cost of the carpet tiles have made the venue cost prohibitive for a number of events that are held in high regard in the region e.g. North Canterbury Business awards, forcing them to find alternative venues in the district.

- 3.19 Since the purchase of the carpet tiles the Trust has recouped approximately \$19,500 of the initial outlay through hire costs. In addition to this they have spent approximately \$5500 on replacing damaged tiles.
- 3.20 Regular feedback has been received by Council from hirers expressing frustration at the prohibitive cost of the carpet tiles for using the venue. Due to this feedback, the cost of the carpet tiles and their requirement, consideration has been given to Council owning the carpet tiles to ensure that the venue can be utilised to its potential and as intended as a multi-purpose event venue.

4. ISSUES AND OPTIONS

Stadium Agreement

- 4.1. Option 1 – Approve the execution of the Management Agreement for the Mainpower Stadium Community Space and Lease agreement for the Commercial Spaces.
- **Asset Management** – The management agreement model would see Council taking responsibility for all asset maintenance tasks associated with the stadium. This will ensure that the asset is maintained to a high standard and remains reliably operational for user groups and customers. This option will also ensure that the life of the asset is maximised and the risk of deferred maintenance or maintenance standards not meeting expectations would be eliminated. Cleaning would also be the responsibility of Council for the community spaces allowing cleanliness to be driven by customer experience without the influence of budget constraints affecting the access to certain facilities and areas of the venue. Small maintenance and cleaning responsibilities for the commercial spaces would remain with NCSRT.
 - **Activation and Stakeholder Relationships** – The NCSRT has a strong track record of engaging the community in physical activity by providing facilities and programmes that encourage participation and reduce barriers for participants. Under the management agreement this would become a key focus for the Trust in particular during off peak times where the agreement incentivises programme development and delivery through free court hire for the Trust and for School groups. Council does not currently have the staffing and expertise to deliver these services for the stadium. The management agreement structure means that revenue from court hire will go to Council, this relieves the financial pressure and allows Council to work with NCSRT to consider innovations in pricing and usage that will encourage more use of the venue and more residents participating in physical activity.
 - **Financial sustainability** – The Management Agreement shifts the risk of the financial loss associated with the operation of the indoor courts from the NCSRT to Council. It has become clear since the opening of the venue that the anticipated revenue from the hire of the courts is not sufficient to cover the cost of the operation and maintenance of the facility. This is typical of a venue of this type and size. For this reason the Heads of Agreement as it currently stands is not financially sustainable for the NCSRT to continue to manage Mainpower Stadium. While Council will absorb more costs associated with the stadium it has the ability to offset most of these costs through the lease of the commercial spaces and the collection of all hire revenue and sponsorship revenue including naming rights.
 - **Indemnity and Liability Cover** – In the development of both the Management Agreement and the Lease Agreement the issue of liability has been identified as an area of risk for both parties. Currently NCSRT have indemnity and liability cover for up to \$10 million and have indicated they do not have the capacity to cover beyond this amount. Given the size and nature of the facility there is a risk to Council and the NCSRT that circumstances could occur that create liability for the Trust beyond the \$10 million cover. The relevant clauses affected by this risk are clauses 15.3 and 15.5 of the Management Agreement and clauses 25.1 and 27.1 of the Lease Agreement.

Councils preferred position based on legal advice would be a standard liability clause which requests a minimum of \$10million insurance coverage but does not place monetary a limit on NCSRT's liability.

Given the NCSRT have communicated that they are unable to provide coverage above \$10 million a proposed compromise has been put in the agreements that limits their liability to \$10 million in total. Under this clause Council would be liable for losses over and above this amount.

It should be noted that NCSRT preferred compromised position is to limit their liability to \$10 million however have it tagged to an insurance policy. Having this tagged to an insurance policy presents a further risk to Council in the event that their insurer does not except a claim or NCSRT is found in breach of their policy. In this circumstance Council would not have another means to seek compensation for any losses and would be left to cover all losses. Legal advice received on this matter has recommended against this option.

4.2. Option 2 - Decline the execution of the Management Agreement for the Mainpower Stadium Community Space and Lease for the Commercial Spaces.

- Asset Management – Under the Heads of Agreement the responsibility for the maintenance of the building sit with the NCSRT. This is an area that carries significant risk for Council as the building owner from a safety, compliance and financial perspective. This is not an area of expertise of the Trust who do not have the experience and capability to maintain a public building of this size. In early 2022 AECOM were commissioned to document a maintenance plan which included a schedule and costs of all routine maintenance tasks involved in the upkeep of the stadium. The indicative cost came back at \$200,000 per year. This poses a significant financial risk for the Trust and to Council should the asset not be maintained to the required standard and maintenance tasks are deferred and the condition of the facility deteriorates.
- Activation and Stakeholder relationships – due to the financial pressure being incurred by the current operating arrangement there is little flexibility for the NCSRT to incentivise participation in programmes or bookings through pricing. This can lead to strained relationships with key user groups due to a lack of flexibility or recognition of their usage.
- Financial Sustainability – Now that the venue has been open for three years a reliable picture of the operating costs and revenue is available to make a more informed decisions on the best operating model going forward. Under the current operating model the NCSRT is absorbing a loss of approximately \$288,000 per year on the areas covered in the Management Agreement. This is not sustainable for the NCSRT and if declined the next best option would likely be for Council to operate the venue itself which would be a more expensive option for Council.
- Indemnity and Liability – Should Council not approve the execution of the Management Agreement and Lease Agreement the issue of liability will remain as long as there is an external entity leasing space and/or managing the venue on Councils behalf. To avoid this risk Council would need to run and operate all spaces themselves or insist on appropriate cover should another entity take on the lease and/or management of the facility.

Carpet Tiles

4.3. Option1 – Approve the purchase of the carpet tiles from the North Canterbury Sport and Recreation Trust

- Hire costs – The purchase of the carpet tiles by Council will allow Council to set the price to meet the market and ensure that events that are important to the region or align strongly

with Council strategic outcomes can be accommodated without the cost of floor tiles being prohibitive. This flexibility will allow Council to be strategic in its hosting and/or attraction of events. The NCSRT does not have the capacity to prolong the recouping of the initial outlay. Essential Equipment– Given the functional nature of the carpet tiles in protecting the floor of the stadium and the requirement for them to be used for certain events, ownership by Council would be consistent with Council also owning other essential pieces of equipment. Other examples of essential operational equipment that is owned and maintained by Council includes the stadium floor cleaner, and sports equipment such as goals and team seating. In addition to events the carpets tiles are also often used during business as usual operations to protect main thoroughfares from dirt being walked in when there is high levels of spectator traffic.

4.4. Option 2 – Decline the purchase of the carpet tiles for the North Canterbury Sport and Recreation Trust.

- Hire Costs – the hire cost would likely stay the same to enable the trust to repay the initial outlay without further delay. This would mean community groups would continue to pay commercial hire charges for carpet tiles. Under this model Council could choose to reimburse NCSRT for certain events, but this would be difficult to apply consistently and Council would likely pay more than the cost of purchasing them in the long term while also receiving no revenue from their hire.
- Event Bookings – The cost of carpet tiles for utilising the venue for certain types of events is currently meaning that some events are required to go elsewhere. This would continue if some flexibility is not introduced.

Implications for Community Wellbeing

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

Social – The development of sport and recreation groups, such as clubs and informal groups, facilitate social connections and build stronger communities. These activities provide opportunities for people to make new connections, as well as volunteer in the provision of these outcomes. Unstructured play in young children also builds social skills and encourages leadership development and the assessment of risk.

Regular participation and involvement in sport and physical activity promotes positive mental and physical health outcomes, contributing to improved quality of life. The stadium is a significant asset in delivering these outcomes, ensuring it remains accessible and operationally sustainable ensures the future delivery of these outcomes.

Economic – In the recent review of the WDC Economic Development Strategy, the visibility and accessibility of recreation and sports activities was identified as an important part of Waimakariri being a great place to live. This in turn attracts new residents and promotes business growth. The provision of facilities and services in this area also promotes investment in local businesses and employment of local residents. The holding of events raises the profile of the district, increasing visitation, and further creating economic activity.

Cultural – Culture is celebrated through play, active recreation, and sport in many different forms. Activities such as traditional sports or cultural sports tournaments are common and provide opportunities for different ethnic groups to gather and celebrate their traditional language, food, and cultural practices. The stadium has hosted a number of ethnic sports tournaments attracting participants from both inside and outside the region.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

Changing the operational agreement of the stadium will not change or alter the activities or levels of services offered to the community at the venue.

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.

All stadium user groups have an interest in the stadium being financially viable to run their activities and it being a safe and clean environment for their participants. These include but is not limited the following:

- North Canterbury Sport and Recreation Trust.
- Regional sporting bodies.
- North Canterbury Sporting Associations.
- North Canterbury Sporting Clubs.
- Older adult groups.
- Pre-school groups.
- Primary and Secondary Schools.
- Youth organisations.

5.3. **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

Stadium

Staff have worked closely with NCSRT to clearly define the operational costs directly related to the operation of the spaces covered by the management agreement and the commercial spaces, this work has informed Council operational budgets. A high-level budget for the annual operation of the Stadium is included below, please note this budget includes an indicative sum for furniture in anticipation of a future solution regarding the ownership and replacement of these assets.

Preferred option	Revenue	Costs
Updated Model		
Court Hire	\$267,000	\$227,260 Planned Maintenance
Sports House		Capital Replacements
Community Room		\$61,285 Staffing/shared
Lease- Active Health	\$25,998	\$207,365 Staffng/stadium/Recep
Lease - Coffee Shop	\$13,000	Pest Control
Lease Fitness	\$179,235	Cleaning*
Signage	\$28,000	Waste*
Naming Rights	\$50,000	Consumables
		\$68,000 Electricity*
		\$7,500 Furniture
Total	\$563,233	\$654,575
Cost to Council	-\$91,342	

*Estimated based on an estimated split of the total cost for the venue between commercial and community areas

This budget for the cost to Council for the operating of the stadium under the management agreement is included in the Annual Plan/Long Term Plan.

Carpet Tiles

The table below outlines the proposed pricing should Council own the carpet tiles and the time to pay back. It is proposed that current price per court would remain for commercial events and the new proposed price would apply to non-profit organisations/ or strategic partners only.

	Current	Proposed
Balance of carpet tiles (including trolleys)	\$57984	\$57984
Cost per single court hire	\$5000	\$1500
Less set up costs	\$575	\$575
Balance	\$4425	\$925
Estimated number of hires per year	4	8
Years to pay off	3.5	8

*Note - costs are for a single court hire at the community rate, when two courts are used or a commercial rate is applied this will reduce the payback period.

This budget for the purchase of the floor tiles is not included in the Annual Plan/Long Term Plan. However the cost of the purchase of the carpet tiles will be recouped through their hire as described in the table above making the purchase cost neutral.

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.

The status quo is not sustainable for NCSRT without significant change. The most effective way to resolve the current financial issues would be to increase the charges to hire the community spaces. An increase in space hire charges would not be well received by users and would likely impact participation numbers and number of bookings made. If changes are not made the stadium will not be a viable operation for the NCSRT and they would likely need to consider not continuing in their role as stadium operators. The status quo would also ensure a significant financial and operational risk relating to maintenance and upkeep would remain for Council.

Indemnity and Liability

The NCSRT has Indemnity and liability cover to a maximum of \$10 million. There may be circumstances or a series of circumstances that occurs through the operation of the facility where the losses incurred as a result of actions by NCSRT that are greater than this amount.

The management agreement and lease agreement reflect a \$10 million liability limit for NCSRT. In approving the execution of these agreements Council is accepting this limit and acknowledging that it will need to cover any losses incurred over and above this amount.

This position is a compromise by Council, a standard liability clause would require a minimum of \$10 million in insurance cover but not put a monetary limit on the Trusts liability.

Carpet Tiles

Currently the carpet tiles are proving to be cost prohibitive for some events to be staged at Mainpower Stadium, This has caused some frustration amongst local event organisers due to them being unable to utilise the regions premier event venue. This frustration will likely continue if the status quo was to remain.

The event usage during the first three years of operation has been fairly consistent making the ability to project usage going forward reasonably reliable, particularly as a number of events are local events and unlikely to be attracted away to other large venues. That being said the event industry can be vulnerable to the economic climate and event numbers could reduce with short warning meaning the time taken for Council to recoup the purchase of the carpet tiles could be extended.

6.3 Health and Safety

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

The upkeep and maintenance of the stadium plays a significant role in keeping staff and visitors to the facility safe. Ensuring that the financial resource and expertise is in place to ensure that the facility remains safe is the responsibility of the building owner.

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.

Social

A place where everyone can have a sense of belonging.

- 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 groups are sustainable and able to get the support they need to succeed.
- Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives.
- People are able to enjoy meaningful relationships with others in their families, whānau, communities, iwi and workplaces.
- Our community has equitable access to the essential infrastructure and services required to support community well-being.

Cultural

A place 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.

Economic

A place that is supported by a resilient and innovative economy.

- Enterprises are supported and enabled to succeed.
- There is access to meaningful, rewarding, and safe employment within the district.
- Our district recognizes the value of both paid and unpaid work.
- Infrastructure and services are sustainable, resilient, and affordable.
- There are sufficient and appropriate locations where businesses can set up in our District.

7.4. Authorising Delegations

The Council has the delegated authority to approve the recommendations within this report.

WAIMAKARIRI DISTRICT COUNCIL

AND

NORTH CANTERBURY SPORT AND RECREATION TRUST

OPERATING AGREEMENT FOR STADIUM

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PARTIES

AND NORTH CANTERBURY SPORT AND RECREATION TRUST (“NCSRT”)

A WDC is the registered proprietor of the Land.

B The building known as at the Commencement Date as “MainPower Stadium” and situated at 289 Coldstream Road, Rangiora (“**the Stadium**”) is located on the Land.

C WDC and NCSRT are parties to a Heads of Agreement dated 9 September 2019 in relation to the development and operation of the Stadium (“**Heads of Agreement**”). The parties acknowledge and agree that this Agreement and the Lease supersedes the Heads of Agreement except in relation to paragraphs 1 to 6 of the Heads of Agreement regarding facility construction and funding.

D The parties record that NCSRT raised a sum of \$1,000,000 (one million dollars) plus GST on behalf of the community and contributed that sum to the building and fit out of the Stadium in accordance with the facility construction and funding provisions of the Heads of Agreement.

E Prior to the Commencement Date of this Agreement, NCSRT has occupied the Stadium without a formal lease or operating agreement being in place. The parties record (to the extent that the parties are aware as at the date of execution of this Agreement) that neither party is in default or breach of its obligations relating to the development, operation and/or use of the Stadium in respect of the period prior to the Commencement Date of this Agreement.

F NCSRT and WDC have now agreed to split the Stadium into two distinct areas being:

(a) The Leased Premises, which NCSRT leases pursuant to the Lease; and

(b) The Managed Area, being the area to be managed by NCSRT pursuant to this Agreement.

G WDC wishes NCSRT to provide the Services for the Managed Area from the Commencement Date in accordance with the terms and conditions in this Agreement.

H WDC is to pay the Charges, as set out in this Agreement, and subject to the terms and conditions in this Agreement.

THE PARTIES AGREE:

1. DEFINITIONS AND INTERPRETATION

1.1. **Definitions:** In this Agreement, the following words have the following meanings:

"Booking Policy" means the booking policy which sets out the booking priorities for the Stadium as specified in Schedule 7 of this Agreement and as varied from time to time by WDC (acting reasonably) and following Consultation with NCSRT on any proposed variation;

"Charges" means the monthly charges that WDC must pay to NCSRT in consideration of NCSRT providing the Services as specified in Schedule 2 of this Agreement and as varied from time to time by agreement between the parties;

"Commencement Date" means [1 April 2025];

"Consultation" for the purposes of this Agreement means consultation between duly authorised NCSRT and WDC representatives to discuss the particular issue being consulted on, including both parties presenting their view on the issue, each party providing the other with a copy of the relevant information supporting their view, and each party giving due and careful consideration to the view of the other party prior to a decision being made;

"Excluded Amounts" means the New Advertising Fee and the NCSRT Food Truck Revenue that NCSRT is entitled to retain in accordance with this Agreement and in particular clause 11;

"Existing Advertiser" means an entity who pays a fee for sponsorship of or advertising at or associated with the Managed Area as part of the Existing Advertising;

"Existing Advertising" means any sponsorship of or advertising at or associated with the Stadium which existed at the Commencement Date;

"Further Term" refers to any further term of this Agreement as is described in clause 4.2;

"Health and Safety Laws" includes the Health and Safety at Work Act 2015 and any consequential amendments and enactments passed in substitution;

"Hire Agreement" has the meaning set out in paragraph 1(c) of Schedule 1;

"Hire Fees" means the applicable hire fee charged by NCSRT to persons hiring the indoor courts and other facilities within the Managed Area and/or the applicable hire fee for the use of any equipment or plant situated at the Stadium and/or the applicable hire fee payable by the operators of Other Food Trucks. As at the Commencement Date the Hire Fees are as specified in Schedule 3 of this Agreement and any variation to the Hire Fees proposed by NCSRT during the Term shall be approved in writing by WDC;

"Initial Term" has the meaning given in clause 4.1 of this Agreement;

"KPIs" means the Key Performance Indicators which apply to NCSRT's performance of the Services as specified at Schedule 6 of this Agreement, as varied from time to time by WDC acting reasonably and notified to NCSRT in writing;

"Land" means the land owned by WDC and described as Lot 2 Deposited Plan 494882 in Record of Title 725126;

"Lease" means the lease of the Leased Premises in the form annexed at Schedule 4 of this Agreement;

"Leased Premises" means that part of the Land and the parts of the Stadium leased by NCSRT pursuant to the Lease, as is further described in the Lease and shown on the "Premises Plan" attached at the Third Schedule to the Lease;

"Local Authority Infrastructure" means all infrastructure which is owned or over which WDC has ownership or easement rights or interests, or authority, control, or powers, in its capacity as a local authority and includes, without limitation, water, stormwater and sewage pipe drains and conduits consistent with the policies and/or bylaws of the Waimakariri District Council;

"Major Event" means an event which WDC acting reasonably determines:

- (a) Is a major regional, national or international event; or
- (b) Is a major event which is classified as a "Priority One" event under the Booking Policy;

"Managed Area" means the areas which are shown outlined in green on the Plan including the Shared Areas. For the avoidance of doubt, the Managed Area comprises all of the Land including the Stadium but excluding the Leased Premises;

"Material Breach" means a material breach of this Agreement and includes without limitation any breach of the KPIs or breach of any other term of this Agreement which WDC considers to be material or which materially affects NCSRT's ability or willingness to fulfil its obligations in a timely fashion under this Agreement;

"NCSRT Food Truck" means one food truck operated on behalf of NCSRT on the Managed Area with the prior written approval of WDC, but for the sake of clarity, excludes any Other Food Truck;

"NCSRT Food Truck Fee" means the annual fee payable by NCSRT to WDC for the non-exclusive right for NCSRT to locate and operate the NCSRT Food Truck on part of the Managed Area, such annual fee to be determined by WDC and incorporated in the annual rent payable by NCSRT to WDC pursuant to the Lease;

"NCSRT Food Truck Revenue" means any revenue earned by the NCSRT Food Truck;

"New Advertiser" means an entity who pays a fee for sponsorship of or advertising at or associated with the Stadium but excludes an Existing Advertiser;

"New Advertising Fee" means [X]% of the New Advertising Profit;

"New Advertising Profit" means any fees paid by way of new sponsorship of or new advertising at or associated with the Stadium but excludes:

- (a) Any fees payable in relation to the continuation, renewal or extension of any Existing Advertising;
- (b) Any fees payable in relation to the replacement of any Existing Advertising whether by a New Advertiser or an Existing Advertiser; and

(c) Any other costs attributable to that new sponsorship or new advertising;

"Operations Manual" means the operations manual for the Stadium, as amended from time to time, a copy of which has been provided by WDC to NCSRT prior to the date of this Agreement;

"Other Food Truck" means any food truck or similar operated by a third party on the Managed Area during the Term, but for the sake of clarity, excludes the NCSRT Food Truck;

"Plan" means the plan attached at Schedule 5 of this Agreement;

"Required Opening Hours" means the opening hours of the Stadium which as at the Commencement Date are Monday to Friday from 6am to 9.30pm, Saturday from 7am to 7pm and Sunday from 8am to 7pm or such other opening hours of the Stadium as are determined by WDC from time to time (following Consultation with NCSRT);

"Revenue" means all revenue in relation to the operation or use of the Managed Area including without limitation the Hire Fees and any naming rights, signage, sponsorship, but excludes the Charges and the Excluded Amounts;

"Shared Areas" means the foyer area and hallway area in the Stadium which are shown on the Plan as part of the Managed Area;

"Services" means the services described in Schedule 1 of this Agreement;

"Standard Operating Procedures" means the standard operating procedures for the provision of the Services relating to the Managed Area, as varied from time to time by WDC acting reasonably and notified to NCSRT in writing;

"Term" means the term of this Agreement and includes the Initial Term and (if this Agreement is renewed) any Further Terms; and

"WDC Infrastructure" means WDC's property situated in or on the Managed Area and includes all buildings, structures and improvements and all equipment and plant owned or placed on the Managed Area by or on behalf of WDC but excludes Local Authority Infrastructure.

1.2. Interpretation

In this Agreement unless the context otherwise requires:

- (a) Words importing any gender include every gender;
- (b) Words importing the singular number include the plural number and vice versa;
- (c) Words importing persons include firms, companies and corporations and vice versa;
- (d) References to parties are references to parties to this Agreement and include each party's executors, administrators and successors;
- (e) References to numbered clauses and Schedules are references to the relevant clause in or Schedule to this Agreement;

- (f) Reference in any Schedule to this Agreement to numbered paragraphs relate to the numbered paragraphs of that Schedule;
- (g) Any obligation on any party not to do or omit to do anything is to include an obligation not to allow that thing to be done or omitted to be done;
- (h) The headings to the clauses, Schedules and paragraphs of this Agreement are not to affect the interpretation;
- (i) Any reference to an enactment includes reference to that enactment as amended or replaced from time to time and to any subordinate legislation or bylaw made under that enactment; and
- (j) Where the word “including” (and related forms including “includes”) is used in this Agreement, it will be understood as meaning “including without limitation”.

2. PROVISION OF SERVICES

- 2.1. NCSRT will provide the Services relating to the Managed Area with reasonable skill and care and in accordance with:
 - (a) The terms and conditions of this Agreement (including in particular the provisions of Schedule 1 of this Agreement); and/or
 - (b) Any other terms and conditions which are generally consistent with those which a reasonable person would expect an operator of a Stadium to be required to comply with and which are notified in writing by WDC to NCSRT from time to time.
- 2.2. NCSRT will provide appropriately skilled and experienced personnel (including where applicable, providing adequate supervision and training), and will provide the necessary equipment and materials to fulfil its responsibilities under this Agreement. Such personnel shall be suitably qualified, and carry out their duties with due care, skill and diligence in accordance with industry best practices and standards and the Standard Operating Procedures.
- 2.3. NCSRT will comply in all respects with all acts, bylaws, regulations, rules, notices, requisitions and government guidelines which are applicable to the provision of the Services by NCSRT relating to the Managed Area.
- 2.4. In providing the Services, NCSRT must meet or exceed the KPIs which are specified at Schedule 6 of this Agreement (as varied from time to time).
- 2.5. Without prejudice to any other rights of WDC, if NCSRT fails to comply with any of the KPIs, the provisions of clauses 15.2 to 15.4 shall apply.
- 2.6. Unless otherwise agreed in writing with WDC, NCSRT shall comply with the terms of the Booking Policy when scheduling events (including a Major Event) at the Stadium and in particular NCSRT will apply the peak time booking priorities, off peak booking priorities and school holiday booking priorities (as applicable) which are set out in the Booking Policy. Any changes to the Booking Policy must be approved in writing by WDC.
- 2.7. NCSRT shall establish the Standard Operating Procedures and provide a copy of the document setting out the Standard Operating Procedures to WDC prior to the Commencement Date for its approval. The purpose of the Standard Operating Procedures is

to provide additional guidance, standards and site-specific requirements for delivery of the Services by NCSRT in a manner that meets or exceeds the KPIs and NCSRT must comply with the Standard Operating Procedures at all times. Any changes to the Standard Operating Procedures must be approved in writing by WDC.

- 2.8. In carrying out the Services, NCSRT must have regard to the Operations Manual and must operate and maintain the plant, equipment and other items included in the Stadium, as contemplated under the Operations Manual and take all reasonable steps to preserve any warranties as contemplated under the Operations Manual. Any changes to the Operations Manual must be approved in writing by WDC.

3. USE OF MANAGED AREA

- 3.1. **Permitted Use:** NCSRT must only use the Managed Area for purposes permitted under this Agreement.

- 3.2. **Restrictions on Use:** NCSRT must:

- (a) Not carry on any noxious, noisy or offensive business or activity in or about the Managed Area or do anything which is or may become a nuisance or annoyance to any person;
- (b) Not do anything which is or may become a breach of any duty imposed on any person by the Resource Management Act 1991;
- (c) Comply in all respects with all acts, bylaws, regulations, rules, notices, and requisitions relating to the Managed Area and NCSRT's use of the Managed Area;
- (d) Comply in all respects with the terms of the current building warrant of fitness for the Stadium ("**BWOF**") and do all things reasonably necessary as the occupier of the Managed Area to comply with the inspection, maintenance and reporting procedures for the specified systems (such as fire alarm systems) listed on the BWOF Compliance Schedule at all times during the Term;
- (e) Report to WDC immediately following any event of non-compliance with the BWOF by NCSRT or its employees, agents or invitees including providing any further details that WDC may require regarding such event and steps taken or proposed to be taken by NCSRT to remedy such non-compliance;
- (f) Comply with all provisions of any Resource Consent relating to the Stadium and/or the use of the Managed Area;
- (g) Do all things reasonably necessary as the occupier of the Managed Area to comply with the Health and Safety Laws;
- (h) At all times ensure that the health and safety of the public as well as people for whom NCSRT has obligations under the Health and Safety Laws are protected in accordance with industry best practice;
- (i) Notify WDC promptly of any material accident, incident or hazard occurring at the Managed Area in relation to health and safety;
- (j) Not store any items in any manner which may detrimentally affect the fire safety of the Managed Area including but not limited to:

- (i) storing any materials within any plant rooms or ceiling voids which are part of the Managed Area; or
 - (ii) impeding access through any foyer, corridors or access ways which are part of the Managed Area;
- (k) Comply with and maintain any emergency management plan for the Managed Area, report the results of trial evacuations to WDC, ensure that all fire exits remain fully accessible at all times and ensure that access to manual fire call points is unimpeded at all times;
- (l) Not fix or suspend on the Managed Area any signboards without first obtaining the approval of WDC to the style, size and position of such signboards but provided the signboard complies with the provisions of the Resource Management Act 1991 and all local authority district plans and rules, such approval shall not be unreasonably or arbitrarily withheld and, upon expiration or sooner determination of the Term, NCSRT will remove at their own expense all lettering and marks or signs put by or for NCSRT on the Managed Area and will make good any damage or disfigurement caused to any building by reason of such removal;
- (m) Take all reasonable steps to encourage good behaviour by patrons at all events and functions or by persons otherwise using the Managed Area including but not limited to taking all practicable steps to ensure that no announcements are made or signs displayed which might encourage violence, public drunkenness, threats, lewd behaviour, offensive language or other undesirable behaviour at the Managed Area;
- (n) Take all reasonable steps to ensure that the Managed Area and in particular the WDC Infrastructure is not used for any purpose for which it is not suitable or beyond its design specifications, including but not limited to the overloading of any electrical system, air-conditioning system, drainage, flooring and the like;
- (o) Not grant any security interest to any person in relation to this Agreement or the Managed Area;
- (p) Not use the Managed Area for any event or function which is likely to be detrimental to the reputation of WDC or the Managed Area; and
- (q) Duly observe and comply with the terms and conditions of all statutes, regulations and other enactments and any amendments thereof and any regulations in substitution therefore and all bylaws of WDC in respect of the Managed Area and of any and every authority in so far as the same may apply to or affect NCSRT in their occupation or use of the Managed Area and will keep WDC indemnified against all actions claims and demands in respect thereof.
- 3.3. **NCSRT Food Truck:** WDC grants to NCSRT a non-exclusive right to use the Managed Area for parking and operation of the NCSRT Food Truck in relation to providing food and non-alcoholic beverages to persons attending events and functions held at the Stadium.
- 3.4. **Other Food Trucks:** Notwithstanding clause 3.3 above, the parties agree that NCSRT shall encourage the operators of Other Food Trucks to operate from the Managed Area when a Major Event occurs or where it is reasonably foreseeable that demand for food and beverages at an event or function at the Stadium will be high. NCSRT shall use its best endeavours to ensure that there is a sufficient number of Other Food Trucks operating from

the Managed Area for such events or functions and NCSRT shall collect the applicable Hire Fees from the operators of those Other Food Trucks on behalf of WDC.

- 3.5. **Civil defence emergency:** The parties acknowledge and agree that WDC has the right to use the four indoor courts forming part of the Managed Area in the event of a civil defence emergency and WDC will endeavour to provide one hour's prior notice to NCSRT who shall arrange for cancellation of bookings as necessary.

4. DURATION OF AGREEMENT

- 4.1. This Agreement will continue for a term of ten (10) years from the Commencement Date ("**Initial Term**"), unless it is terminated earlier in accordance with the terms of this Agreement.
- 4.2. NCSRT shall have two (2) rights to request a further five (5) year term of the Agreement (each a "**Further Term**" for the purposes of this clause 4). NCSRT must, not later than twelve (12) months prior to the end of the Initial Term or the first Further Term (as the case may be), serve a notice to WDC advising whether or not NCSRT wishes to renew the terms of this Agreement for the further five (5) year period. If NCSRT's notice advises that NCSRT does wish to renew the Agreement for a Further Term, WDC and NCSRT shall meet and discuss the compliance by NCSRT with its obligations under the Agreement and/or if WDC wishes to renew the Agreement for a Further Term. If following such meeting both parties decide to renew, the parties shall negotiate and enter into the terms of the renewed Agreement. If either party decides that it does not wish to renew the terms of this Agreement, that party shall not be required to specify their reasons or rationale for its decision and the Agreement will, unless it is terminated earlier in accordance with the terms of this Agreement, expire at the end of the Initial Term or the end of the first Further Term (as the case may be). The Agreement shall not expire later than the end of the second Further Term.
- 4.3. For the avoidance of doubt, NCSRT has no rights of renewal other than the rights to request a Further Term as described in clause 4.2 of this Agreement.

5. SECURITY

- 5.1. WDC will keep NCSRT informed of all security procedures in operation at the Managed Area with which it reasonably requires NCSRT's personnel to comply and any variations to those security procedures. NCSRT acknowledges that such security procedures may require NCSRT to maintain a monitored alarm service at NCSRT's cost.
- 5.2. NCSRT will be responsible for ensuring that all of its personnel performing the Services at the Managed Area are made fully aware of and comply with WDC's security procedures in operation at the Managed Area.

6. HEALTH AND SAFETY

- 6.1. NCSRT will at all times comply with its obligations pursuant to the Health and Safety Laws and with any additional health and safety requirements notified to NCSRT by WDC from time to time. In particular, NCSRT will:
- (a) Not do anything which is or may become a breach of any duty imposed on any person by the Health and Safety Laws;

- (b) Do all things necessary in its capacity as the provider of the Services under this Agreement to comply with the requirements of the Health and Safety Laws and in accordance with industry best practices and standards;
 - (c) Ensure that the terms and conditions of each Hire Agreement and the Standard Operating Procedures adequately describe the hirer's obligations to comply with the Health and Safety Laws; and
 - (d) At all times ensure that the health and safety of the public, as well as the health and safety of its employees and agents, are protected in accordance with industry best practices and standards.
- 6.2. So far as it affects its personnel who perform the Services, NCSRT undertakes with WDC that (without limiting its duties to them) it will:
- (a) In accordance with the Health and Safety Laws, safeguard the health, safety and welfare of its personnel performing the Services and involve its personnel in identifying and controlling risks;
 - (b) Provide reasonable information, training and supervision in safe working practices and the need to work safely to its personnel on a regular basis; and
 - (c) Have reasonable regard for the health and safety of those not employed by or contracted to NCSRT, but who may be affected by NCSRT's work under this Agreement.
- 6.3. NCSRT acknowledges and agrees that its obligations under this clause 6 shall apply to both the Leased Premises and the Managed Area.

7. COMPLAINTS

- 7.1. Any complaint by WDC about the performance of the Services must be made in writing by WDC to NCSRT as soon as reasonably practicable after the occurrence ("**WDC Complaint**").
- 7.2. NCSRT will take reasonable action, without cost to WDC, to promptly investigate any WDC Complaint and any other complaint made by any licensee, lessee, tenant, member of the public or other third party to NCSRT ("**Third Party Complaint**"). Upon completion of the investigation of any WDC Complaint or Third Party Complaint (as applicable), NCSRT shall take reasonable remedial action and notify WDC in writing of the remedial action taken. NCSRT shall keep a record of all such WDC Complaints and Third Party Complaints and provide a monthly summary to WDC of the complaints received and remedial action taken.
- 7.3. Nothing in this clause 7 will act so as to waive or limit any right or remedy either party may have under this Agreement or as may be provided by applicable law.

8. PAYMENT

- 8.1. NCSRT will render monthly invoices in advance for the Charges and WDC must pay the Charges within 20 days after its receipt of NCSRT's invoice.
- 8.2. The parties acknowledge that when maintenance issues are referred by NCSRT to an Approved Contractor for resolution as is referred to in paragraph 6 of Schedule 1, the Approved Contractor will directly invoice WDC for the maintenance costs. WDC will make payment of such invoices directly to the Approved Contractor provided the amount of the

costs invoiced is either within the approved delegation amount or in accordance with the approved quote (as applicable). NCSRT shall be liable for any costs of the Approved Contractor over and above the approved delegation amount or approved quote, unless otherwise agreed in writing with WDC.

- 8.3. NCSRT covenants with WDC that NCSRT will be solely responsible for the payment to NCSRT's employees and agents of all amounts due by way of salary, superannuation, annual leave, long service leave and any other benefits to which they are entitled as NCSRT's employees or agents and to otherwise comply with legislation applicable to NCSRT's employees and agents. For the avoidance of doubt, all employment agreements or agency agreements will be between NCSRT and the individual employee or agent and WDC shall not be a party to or have any liability under any such agreement.

9. GST

- 9.1. All fees are exclusive of any GST that may be charged by NCSRT to WDC, and therefore, NCSRT will be entitled to add on GST.

10. REVENUE

- 10.1. NCSRT must keep accurate records of all Revenue.
- 10.2. NCSRT must provide WDC with monthly statements of all Revenue within twenty (20) days of the end of each calendar month. Further, NCSRT must provide the monthly booking and usage report prepared in accordance with paragraph 1(g) of Schedule 1 ("**Booking and Usage Report**") to WDC with the corresponding monthly statement of Revenue required under this clause.
- 10.3. All Revenue shall be payable by NCSRT to WDC within twenty (20) days of the end of the calendar month in which the Revenue was received. For the avoidance of doubt, Revenue excludes the Charges and the Excluded Amounts.
- 10.4. If NCSRT fails to pay any sum due to WDC on the due date of payment in accordance with this Agreement, WDC may by written notice to NCSRT demand payment to WDC of interest on the overdue amounts at the rate of 12% per annum from the due date up to and including the date of payment.

11. EXCLUDED AMOUNTS

- 11.1. NCSRT may earn a New Advertising Fee subject to NCSRT:
- (a) Not being in default under this Agreement, including but not limited to meeting or exceeding the KPIs as required under clause 2.4;
 - (b) Promptly submitting a claim to WDC for the New Advertising Fee including supporting evidence to show that the claim relates to a New Advertiser; and
 - (c) Having sought and obtained WDC's consent to the New Advertiser and an acknowledgement that the profit made from such advertising qualifies as New Advertising Profit.
- 11.2. WDC shall (acting reasonably) determine whether any advertising profit relates to Existing Advertising or is New Advertising Profit.

- 11.3. NCSRT shall be entitled to the NCSRT Food Truck Revenue subject to NCSRT paying to WDC the NCSRT Food Truck Fee as required under the Lease.

12. WDC TO APPROVE HIRE FEES

- 12.1. The approved Hire Fees as at the Commencement Date are set out in Schedule 3 of this Agreement and it is intended that the Hire Fees will be reviewed by NCSRT and WDC on an annual basis. If at any time during the Term, NCSRT wishes to vary any of the Hire Fees then it shall notify WDC and any such variation shall require the approval in writing of WDC prior to the variation being given effect to by NCSRT.
- 12.2. If at any time during the Term and other than as part of the annual review process referred to in clause 12.1, WDC considers that the amount of the Hire Fees at that time are compromising the utilisation of the Stadium by any key stakeholders, community organisations and/or sporting groups, WDC may propose changes to the Hire Fees and will undertake Consultation with NCSRT regarding such changes. Following the Consultation, NCSRT shall implement the changes notified to it by WDC with immediate effect or as otherwise required by WDC.
- 12.3. NCSRT shall not be entitled to charge any fees or recover any costs (other than the Hire Fees) from persons hiring the facilities for the use by such persons of any equipment or plant owned or placed by NCSRT at the Stadium except with the prior written approval of WDC. For the avoidance of doubt, WDC will permit NCSRT to pass on the relevant costs to persons hiring the facilities if there are additional cleaning costs or repairs required due to damage arising as a direct result of that person's booking of the facilities.
- 12.4. WDC acknowledges and agrees that as at the Commencement Date it has agreed that between the hours of 9am and 3pm during the school terms for New Zealand state primary schools, NCSRT shall be entitled to allow use of the indoor courts within the Managed Area without charging the Hire Fees.
- 12.5. Except with the prior written approval of WDC and subject to clause 12.4, NCSRT shall not be entitled to allow any use of the indoor courts or any other facilities within the Managed Area without charging the Hire Fees.

13. REPORTING AND AUDITING

- 13.1. NCSRT must provide annual audited accounts for the operations undertaken on the Managed Area including:
- (a) NCSRT's costs associated with providing the Services; and
 - (b) All Revenue.
- 13.2. NCSRT shall, upon request by WDC, provide WDC with records of all maintenance issues referred by NCSRT to an Approved Contractor for resolution pursuant to paragraph 6 of Schedule 1 and with such information regarding the management and/or resolution of such issues as WDC may reasonably require.
- 13.3. WDC may at its discretion (acting reasonably) request from time to time that NCSRT grant WDC "view access only" to the booking system for the operations undertaken on the Managed Area ("**Booking System**") for the purpose of WDC undertaking a reconciliation between information included in a monthly Booking and Usage Report and the corresponding monthly statement of Revenue and NCSRT shall grant WDC such access to the

Booking System as soon as practicable following such request. WDC also reserves the right to undertake from time to time a “spot audit” of a sample of transactions in the Booking System for the purpose of reconciling the booking and revenue numbers for those transactions.

- 13.4. At any time during the Term, WDC may notify NCSRT in writing that it requires the existing Booking System in operation as at the Commencement Date to be transitioned, at WDC’s cost, to WDC’s own booking system which it uses for other facilities owned by WDC or to a suitable replacement booking system chosen by WDC. Upon receipt of such written notice by NCSRT, the parties shall meet and discuss the timeframe and logistics for such transition and use their respective best endeavours to undertake the transition of the Booking System as soon as reasonably practicable.

14. NO SET OFF

- 14.1. NCSRT must pay all money due under this Agreement without any discount, deduction, set off or counterclaim regardless of any claim or dispute which NCSRT has or alleges it has against WDC.

15. GROUNDS FOR TERMINATION

- 15.1. Either party may terminate this Agreement immediately and without prior notice if the other:
- (a) Makes any assignment of its business for the benefit of creditors;
 - (b) Has a receiver, administrative receiver or similar officer appointed of all or part of its property;
 - (c) Becomes bankrupt or goes into liquidation (except with the other party’s consent); or
 - (d) Is unable to meet its debts as they fall due.
- 15.2. If NCSRT at any time commits or suffers to occur or continue any Material Breach of this Agreement and the Material Breach is capable of remedy, WDC shall give written notice to NCSRT, (“**Notice to Remedy**”) requiring the Material Breach to be remedied within twenty (20) days of the date of service of the Notice to Remedy and clause 15.3 shall apply. If the Material Breach is not capable of remedy, then clause 15.4 shall apply.
- 15.3. If the Material Breach is not remedied by NCSRT within twenty (20) days of the date of service of the Notice to Remedy, then without prejudice to any other rights or remedies WDC may have at law or equity or otherwise, WDC may elect in its sole discretion to:
- (a) Take steps to remedy the Material Breach itself and recover from NCSRT its costs associated with the remedy of the Material Breach and, subject to the limitation in clause 15.6, recover any losses or expenses suffered or incurred by WDC in connection with the Material Breach; or
 - (b) Give written notice to NCSRT that clause 15.4 shall apply.
- 15.4. The parties will first promptly and reasonably attempt to agree on a resolution through good faith negotiations. If after ten (10) working days of the parties first discussing the Material Breach, the parties have been unable to agree on a resolution to the satisfaction of WDC

then either party may, by written notice to the other party, request that the Material Breach be referred to mediation and/or arbitration and the provisions of clauses 29.2 to 29.4 (as applicable) shall apply.

- 15.5. Subject to the limitation in clause 15.6, the parties acknowledge that NCSRT shall be liable for any and all claims, damages, liabilities, losses or expenses howsoever and whenever arising suffered or incurred by WDC in connection with the Material Breach. This includes, without limitation, liability for indirect, consequential or special loss, loss of profit, increased costs incurred, however arising, and whether under contract, in tort (including, without limitation, in negligence), or otherwise, and includes without limitation costs on a full indemnity basis.
- 15.6. The parties acknowledge that the liability of NCSRT under clause 15.3 or clause 15.5 above is limited to the sum of ten million dollars (\$10,000,000).

16. NO PARTNERSHIP OR EMPLOYMENT RELATIONSHIP

- 16.1. Nothing in this Agreement may be construed as creating a relationship of partnership, of principal and agent, employer and employee, trustee and beneficiary, or of joint venturers, nor giving rise to any fiduciary obligation or duty on the part of WDC to NCSRT. No party has any authority to bind any other party or act on its behalf, except to the extent expressly provided for, or warranted, in this Agreement.
- 16.2. It is the express intention of the parties that any relationships referred to in clause 16.1 are denied.

17. INSURANCE

- 17.1. NCSRT must throughout the Term keep current a public risk insurance policy applicable to the Managed Area and the business carried on, in, or from the Managed Area for ten million dollars (\$10,000,000) or any increased amount that WDC reasonably requires.

18. CONFIDENTIALITY

- 18.1. Each party ("**Recipient**") must keep secret and confidential and not disclose any information relating to another party or its business (which is or has been disclosed to the Recipient by the other party, its representatives or advisers) or the terms of this Agreement, except:
 - (a) Where the information is in the public domain as at the date of this Agreement (or subsequently becomes in the public domain other than by breach of any obligation of confidentiality binding on the Recipient);
 - (b) If the Recipient is required to disclose the information by applicable law or the rules of any recognised securities exchange, provided that the Recipient has to the extent practicable having regard to those obligations and the required timing of the disclosure consulted with the provider of the information as to the form and content of the disclosure;
 - (c) Where the disclosure is expressly permitted under this Agreement;
 - (d) If disclosure is made to its officers, employees and professional advisers to the extent necessary to enable the Recipient to properly perform its obligations under this Agreement or to conduct their business generally, in which case the Recipient

must ensure that such persons keep the information secret and confidential and do not disclose the information to any other person;

- (e) Where the disclosure is required for use in legal proceedings regarding this Agreement; or
- (f) If the party to whom the information relates has consented in writing before the disclosure.

18.2. Each Recipient must ensure that its directors, officers, employees, agents, representatives and related bodies corporate comply in all respects with the Recipient's obligations under this clause 18.

18.3. This clause survives termination of this Agreement.

19. NO SURPRISES

19.1. Subject to clause 19.2, where communication with third parties or the public is required, both parties will adopt a "no surprises" approach and keep the other party informed and NCSRT will obtain WDC's consent in writing prior to the communication being made, and WDC will make all reasonable efforts to undertake Consultation with NCSRT prior to the communication being made.

19.2. The parties record that NCSRT shall not be required to obtain WDC's consent in writing prior to communications being made which relate to the day to day operations of the Stadium unless a reasonable person would consider that such communications are likely to give a negative impression of WDC and/or NCSRT or attract attention from the media.

20. VARIATION

20.1. Unless otherwise specified in this Agreement, the terms of this Agreement may only be varied in writing, such variation to be signed by duly authorised representatives of the parties.

21. WAIVER

21.1. No failure or delay by either party in exercising any right, power or privilege under this Agreement will impair the same or operate as a waiver of the same nor will any single or partial exercise of any right, power or privilege preclude any further exercise of the same or the exercise of any other right, power or privilege.

21.2. The rights and remedies provided in this Agreement are cumulative and not exclusive of any rights and remedies provided by law.

22. NO ASSIGNMENT

22.1. Subject to clause 22.2, NCSRT may not assign, delegate, subcontract, mortgage, charge or otherwise transfer any or all of its rights and obligations under this Agreement without the prior written agreement of WDC.

22.2. NCSRT may assign and transfer all its rights and obligations under this Agreement to any person to which it transfers all of its business, provided that the assignee undertakes in writing to WDC to be bound by the obligations of the assignor under this Agreement.

23. PARTIAL INVALIDITY

- 23.1. If any provision of this Agreement is or becomes invalid or unenforceable, that provision shall be deemed deleted from this Agreement and such invalidity or unenforceability shall not affect the other provisions of this Agreement, all of which shall remain in full force and effect to the extent permitted by law, subject to any modifications made necessary by the deletion of the invalid or unenforceable provisions.

24. NOTICES

- 24.1. Each notice, agreement and other communication ("**Communication**") to be given, delivered or made under this Agreement is to be in writing but may be sent by personal delivery, by post or by email.
- 24.2. Each Communication under this Agreement is to be sent to the address or email address of the relevant party set out below or to any other address from time to time designated for that purpose in writing by either party:

Waimakariri District Council

Address: 215 High Street
PO Box 1005
Rangiora 7440

Phone: (03) 311 8900

Email: chris.brown@wmk.govt.nz

Attention: Chris Brown

North Canterbury Sport and Recreation Trust

Address: c/- MainPower Stadium
289 Coldstream Road
Rangiora 7440

Phone: (03) 975 5560

Email: msharpe@sportstrust.org.nz

Attention: Michael Sharpe (CEO of NCSRT)

- 24.3. A Communication under this Agreement will only be effective:
- (a) In the case of a personal delivery, when delivered;
 - (b) If posted or delivered to a document exchange, three (3) working days, after posting (by airmail if to another country) or delivery to the document exchange; and

- (c) If emailed when the email has been transmitted, unless a return email is received by the sender stating that the addressee's email address is wrong or that the message cannot be delivered.

25. LAW AND JURISDICTION

- 25.1. This Agreement takes effect, is governed by, and construed in accordance with the laws from time to time in force in New Zealand.
- 25.2. The parties submit to the non-exclusive jurisdiction of the courts of New Zealand.

26. WDC'S CAPACITY

- 26.1. NCSRT acknowledges that this Agreement is entered into by WDC in its capacity as registered owner of the Land and not as a regulatory authority. The two roles of Waimakariri District Council are different and any agreement, covenant, consent or approval, implied or otherwise, given or made by Waimakariri District Council under or in relation to this Agreement is given or made in its capacity as the registered owner of the Land and does not waive any requirement for, or imply, Waimakariri District Council's consent or approval in its capacity as a regulatory authority, nor fetter, restrict, or usurp the discretion of Waimakariri District Council in the performance of its functions in its capacity as a regulatory authority.

27. LEASE

- 27.1. If the Lease is terminated for any reason, WDC may at any time thereafter, in its sole and absolute discretion, terminate this Agreement by three (3) month's written notice to NCSRT.
- 27.2. The parties acknowledge and accept that as part of the Lease, the "Lessee" under the Lease is entitled to use the Shared Areas as reasonably necessary for ingress and egress to and from the Leased Premises.

28. FORCE MAJEURE

- 28.1. Neither party shall be liable for any loss, damage or defect or default under this Agreement arising directly or indirectly from an act of God, war, terrorism, fire, earthquake, flood, drought, storm, pandemic, accident, armed conflict, labour dispute, civil commotion, government intervention, interruption to transportation, or any other cause outside the reasonable control of that party.

29. DISPUTE RESOLUTION

- 29.1. In the event of any dispute or disagreement between the parties regarding any matter or issue arising from this Agreement ("**Dispute**"), then the parties will first promptly and reasonably attempt to agree on a resolution to the Dispute. If after ten (10) working days of the parties first discussing such matter the parties have been unable to resolve the Dispute to the satisfaction of either party then either party may refer the Dispute to mediation.
- 29.2. If the Dispute is referred to mediation, the parties must endeavour, in good faith and expeditiously, to resolve the Dispute through mediation. If the parties do not agree within fifteen (15) working days of the date of referral to mediation (or within such further time as the parties may agree) as to the timetable for all steps in the mediation and the selection and compensation of the mediator, then the parties must mediate the Dispute using the

services of a mediator nominated by the President of the Arbitrators' and Mediators' Institute of New Zealand Inc.

- 29.3. If no agreement has been reached in mediation within twenty (20) working days of the referral to mediation (or within such further time as the parties may agree) then either party may, by written notice to the other party, request that the Dispute be referred to arbitration. Such notice shall specify the matters at issue and give detailed particulars of the Dispute. If both parties agree, then the arbitration shall be by a single arbitrator or failing agreement then the arbitration shall be by an arbitrator appointed by the Arbitrators and Mediators Institute of New Zealand Inc. (that appointment shall be binding and subject to no appeal). The arbitration shall be conducted in accordance with the Arbitration Act 1996 (or any subsequent Act passed in its place).
- 29.4. Nothing in this clause precludes a party seeking or obtaining any order or relief by way of injunction or declaration or other equitable or statutory remedy against the other party to the Dispute or any other person where the party believes the order or relief is necessary for the urgent protection of that party's rights or property.

30. COUNTERPARTS

- 30.1. This Agreement may be executed in any number of counterparts, each signed by one or more parties, each of which will be deemed to be an original and all of which taken together will constitute a single document. A scanned and emailed PDF copy of this Agreement, showing a representation of the signature of a party, will be deemed to be an original counterpart copy of this Agreement.

EXECUTION

**THE COMMON SEAL of
WAIMAKARIRI DISTRICT COUNCIL
was affixed in the presence of
its Authorised Officers:**

Signature of Authorised Officer

Signature of Authorised Officer

Name of Authorised Officer

Name of Authorised Officer

SIGNED for and on behalf of **NORTH**)
CANTERBURY SPORT AND RECREATION)
TRUST by its Authorised Officer:)

 Name of Authorised Officer

 Signature of Authorised Officer

in the presence of:

Witness:

Signature:

Name:

Occupation:

Residential Address:

Schedule 1: Specification of Services

The operation of an indoor sports centre including the provision of the following Services by NCSRT:

1. Stadium Bookings including:

- (a) Courts including casual bookings, seasonal bookings; and space allocation;
- (b) Function room bookings;
- (c) Ensuring that all customers or visitors using the sports facilities or function rooms at the Managed Area have a written hire agreement or booking contract with NCSRT which must include details of the Hire Fees, an obligation for the hirer to repair any damage the hirer causes to the Managed Area, the obligations of the hirer to comply with all relevant requirements of the Health and Safety Laws and other terms and conditions approved by WDC ("**Hire Agreement**");
- (d) Invoicing of bookings;
- (e) Debt management in relation to bookings;
- (f) Co-ordinate with the operators of the neighbouring tennis club and hockey turf when arranging Major Events and/or tournaments at the Managed Area with the aim of avoiding conflict and in particular avoiding parking and traffic management problems; and
- (g) Preparation of monthly and annual summaries of bookings and usage of the Managed Area for WDC. The monthly Booking and Usage Report is to be provided to WDC along with the corresponding monthly statement of Revenue pursuant to clause 10.2.

2. Management of relationships with key stakeholders including:

- (a) North Canterbury Netball;
- (b) North Canterbury Basketball;
- (c) Regional Sporting Bodies, Sports Clubs and other regular hirers;
- (d) Event Hirers (for example, Tactix Netball, Basketball New Zealand);
- (e) Establish and maintain new relationships with potential hirers of the Managed Area; and
- (f) Network and facilitate relationships with potential partners.

3. Stadium/conference room preparation and operation:

- (a) Equipment set up and pack down as per booking request;
- (b) Regular checking and maintenance of the sports equipment, futsal goals, basketball hoops and the like in the Stadium;
- (c) Regular checking and maintenance of the conference and meeting room equipment and chattels;

- (d) Regular cleaning and care of the floor of the Stadium as required (excluding for the avoidance of doubt the periodic sanding and re-marking of the floor of the Stadium as per the installation specifications which is the responsibility of WDC); and
- (e) Regular checking and light cleaning of toilets, changing areas, meeting spaces and public areas during the Required Opening Hours.

4. Onsite Customer Service including:

- (a) Solve onsite customer issues (booking holder);
- (b) Meet and greet customers who hold bookings in the Stadium or conference rooms;
- (c) Answer queries and give information to the patrons (participants) of the Stadium;
- (d) Manage poor or unruly behaviour by any users of the Stadium; and
- (e) Enforce the rules of the Stadium and the terms and conditions of the relevant Hire Agreement.

5. Events:

- (a) Comply with the current Booking Policy, and in particular comply with the direction and guidance in the Booking Policy as to the types of events to be hosted at the Stadium and the procedures that are to be applied by NCSRT in scheduling these events and determining which of the events take priority in particular circumstances and the communications required to be undertaken by NCSRT with event organisers;
- (b) Negotiate and put in place an appropriate Hire Agreement with each event organiser;
- (c) Deliver venue obligations as per the relevant Hire Agreement;
- (d) Manage the hirer obligations under the Hire Agreement;
- (e) Facilitate use of the Managed Area in the event of a civil defence emergency;
- (f) Bid and/or work with sporting bodies for the hosting of sporting events at the Stadium; and
- (g) Bid and/or work with organisers for the hosting of non-sporting events at the Stadium.

6. Maintenance:

- (a) WDC is responsible for the costs of maintenance of the Managed Area and shall provide NCSRT with a list of WDC approved contractors ("**Approved Contractor**") for the purposes of NCSRT undertaking its obligations under this paragraph 6.
- (b) NCSRT shall identify and resolve minor maintenance issues through the use of an Approved Contractor within NCSRT's approved delegation. The approved delegation at the Commencement Date is maintenance works which are non-structural and for which the maintenance or repair costs will not exceed \$1,500.00. Any changes to this approved delegation shall be notified by WDC to NCSRT from time to time.

- (c) NCSRT must regularly check and identify any maintenance required in relation to the Managed Area and for maintenance issues which will require expenditure over the approved delegation referred to in paragraph (b) above, NCSRT shall submit to WDC:
 - (i) A summary of the damaged items and/or maintenance issues to address;
 - (ii) A scope of the proposed remedial works; and
 - (iii) A quote from an Approved Contractor to complete the proposed remedial works.
 - (d) If WDC approves the proposed remediation or maintenance works and the quote, NCSRT must liaise with the contractor on site when required to ensure access and the efficient resolution of maintenance issues.
 - (e) If WDC does not approve the proposed remediation or maintenance works and the quote, NCSRT must continue to liaise with WDC in relation to maintenance issues, including arranging the monthly meetings referred to in paragraph 8 of this Schedule and providing the appropriate level of information in a timely manner to allow for the efficient resolution of the issue.
7. **Health and Safety:** NCSRT must implement all health and safety procedures on behalf of WDC including the keeping and updating of risk registers, maintaining a compliant and safe public building and recording and storing all health and safety records.
 8. **Meetings:** NCSRT shall arrange monthly meetings between NCSRT and WDC representatives to discuss matters relating to the operation of the Stadium, including maintenance issues, health and safety issues, performance of the parties' obligations under this Agreement and any other relevant matters that NCSRT or WDC wish to raise. NCSRT shall circulate an agenda for the meetings not less than 10 days prior to the meeting and WDC shall be entitled to add agenda items.
 9. **Toilets:** NCSRT must keep the toilets within the Managed Area (except any toilets designated as staff toilets with the consent of WDC) accessible to the public during the Required Opening Hours and keep such toilets suitably stocked and clean.
 10. **Sports House:** NCSRT agrees to:
 - (a) Promote and foster the sports house environment to ensure that the sports house is operating at capacity and NCSRT is facilitating collaboration and partnerships between sporting tenants.
 - (b) Manage tenants in the sports house so as to ensure WDC's commitments under rental agreements are met and rental payments are invoiced and paid accordingly.
 - (c) Comply at all times during the Term with WDC's requirement that a maximum of seven (7) desks in the sports house are available at no charge for occupation and/or use by NCSRT or its employees, contractors, agents or invitees. For the avoidance of doubt, NCSRT may hire additional desks for use by its employees, contractors, agents or invitees where NCSRT pays the applicable Hire Fee or as otherwise agreed in writing with WDC.
 11. **Personnel:** NCSRT shall employ, manage and train all personnel required to carry out the Services.

Schedule 2: Charges

[As at the Commencement Date, the Charges payable by WDC to NCSRT are [\$(insert amount) plus GST per month.]

Schedule 3: Hire Fees

Hireage Fees	GST inclusive
Court Hire	
Major User Rate (furniture provided courtside for set-up by Hirer)	\$50.50 per hour
Community Rate (furniture provided courtside for set-up by Hirer)	\$63.00 per hour
Commercial Rate (furniture provided courtside for set-up by Hirer)	\$75.00 per hour
Additional Charge	
Furniture set-up: hire periods LESS than 3.5hrs incur a pack-in & pack-out charge	\$25.00
Furniture set-up: hire periods MORE than 3.5hrs	No charge
On-site Event Manager – major events	POA
After hours charge (to cover extended staff hours)	\$34.50 (per15min)
Cancellation Charges	
Court Hire Cancellation charge – within 14 days	25% of hire
Court Hire Cancellation charge – within 7 days	50% of hire
Court Hire Cancellation charge – within 48 hours	100% of hire
Event Cancellation, Multi Date Booking Cancellation	Refer to T&C's
Carpet Tiles	
Community Rate (includes pack in and pack out)	\$1500 per court
Commercial Rate (includes pack in and pack out)	\$5000 per court
Sport House (not for profit Community Sport Organisations)	
Desk hire 12 months – single desk	\$2000
Desk hire 6 months – single desk	\$1200
Desk hire per month- single desk	\$250
Desk hire 12 months – two or more (per desk)	\$1700
Desk hire 6 months – two or more (per desk)	\$1000
Desk hire per month – two or more (per desk)	\$200
Cleaning Charges	
Main Grandstand (retractable, 500 seats)	\$60.00
Smaller Grandstand (retractable, 160 seats)	\$30.00 per unit
Changing Rooms (charged per room)	\$30.00 per room
Conference Room	
Major Users and Community Rate	
Single Room hire – furniture included, no set-up	\$13.50 per hour
Double Room hire – furniture included, no set-up	\$27.00 per hour
Optional set-up fee - classroom (with water), theatre style	\$23.00 per set-up
Commercial Rate	
Single Room hire – furniture included, set-up included	\$44.00 per hour
Double Room hire – furniture included, set-up included	\$88.00 per hour
Self-service tea & coffee (cups, t/spoons, teabags, coffee, milk & hot water urn provided)	\$4.00pp
Meeting Room	
Flat rate (rectangular meeting table and up to x8 chairs included)	\$13.50 per hour
Furniture Hire	
Hire – round table (seats x10 people)	\$25.00 per table
Hire – black chair	\$3.00 per chair
Printing	
Black and White A4 (single sided)	0.12c
Colour A4 (single sided)	0.58c
Black and White A3 (single sided)	0.24c

Hireage Fees	GST inclusive
Colour A3 (single sided)	\$1.15

Note, for court set-up:

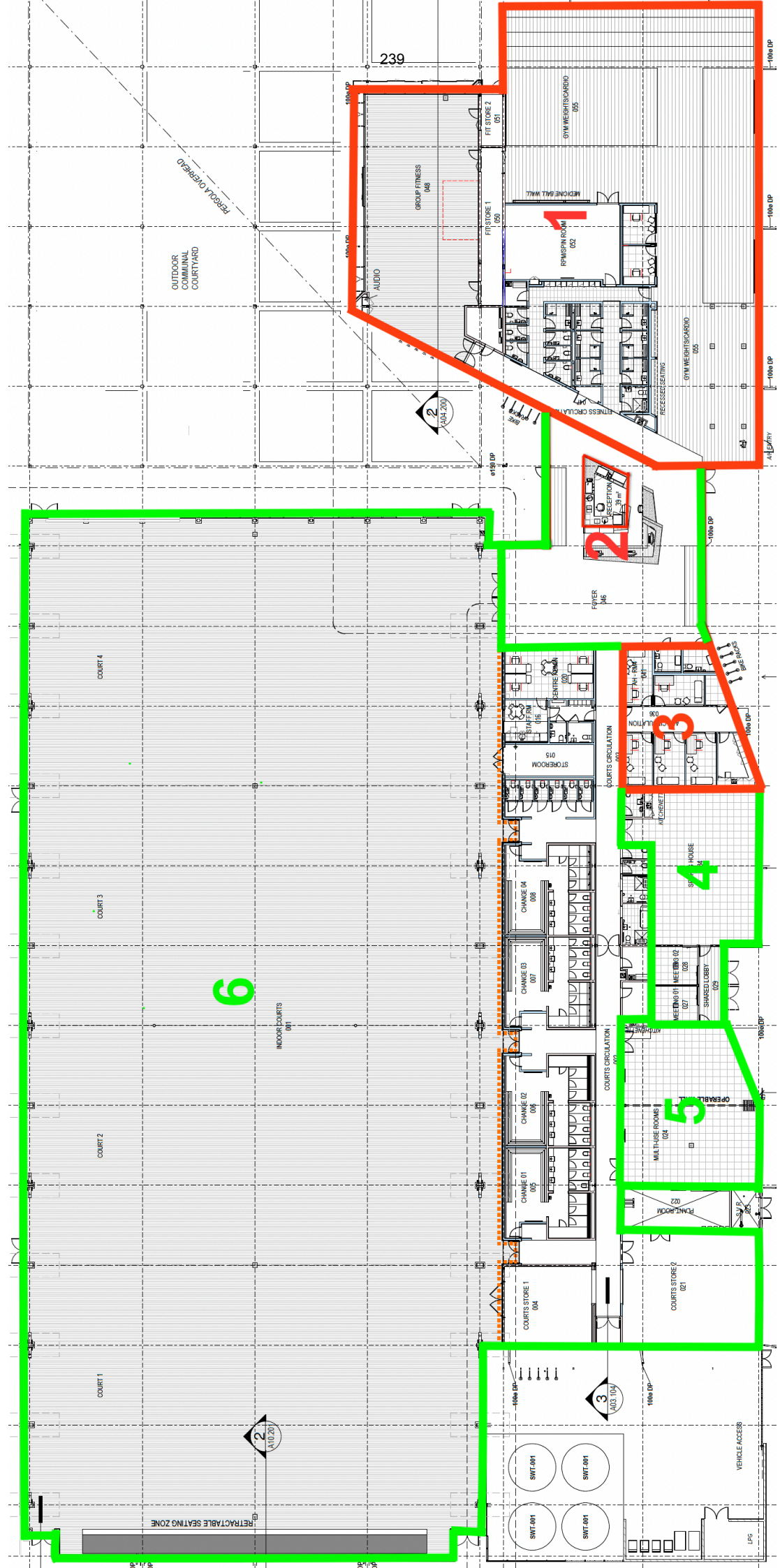
- *Carpet tiles will be provided as standard under furniture, and not charged as an addition.*
- *Spectator seating (silver tip-and-roll) is included in court hire, but subject to availability.*

Schedule 4: Lease

Refer to attached form of the Lease of parts of the Stadium.

Schedule 5: Plan

Refer to attached Plan.



Schedule 6: KPIs

Customer feedback surveys:

- WDC to conduct a survey via email with regular hirers during November each year regarding the delivery of management services. NCSRT to receive satisfaction score of 90% or higher.
 - Measure: 90% or higher survey satisfaction score achieved.
- WDC to survey casual customers and participants once per year during July.
 - Measure: Survey undertaken each year by WDC.
- Ongoing feedback process maintained by NCSRT and feedback responded to (that is, drop box). Monthly report on customer feedback received and actions taken to be provided to WDC.
 - Measure: Feedback process undertaken and always maintained by NCSRT and monthly report provided to WDC detailing feedback and actions taken. No actions to be outstanding for consecutive months.

Booking occupancy:

- All identified regional events of significance delivered to a high standard and within budget.
 - Measure: Stadium available for events of significance each year, unless agreed with WDC. Events of significance contacts to be surveyed within WDC's stakeholder survey each year, survey must receive a 90% satisfaction score.
- Booked court hours are increased year on year for the Term of this Agreement.
 - Measure: Booked court hours for years 2 and 3 of the Agreement must at least match year 1. Year 4 and beyond must meet the average across the 3 previous years.
- Stadium visitation numbers are increased year on year for the Term of this Agreement.
 - Measure: Visitation numbers for years 2 and 3 of the Agreement must at least match year 1. Year 4 and beyond must meet the average across the 3 previous years – based on facility door counters.

Service delivered within budget:

- Services delivered within agreed annual budget:
 - Measures:
 - Agreed services delivered within expenditure budget.
 - Agreed revenue budget met.

Health and Safety procedures:

- Health and safety policies and procedures are in place and functioning in a manner which is compliant with all relevant legislation and in accordance with industry best practice and standards. This should include but is not limited to:
 - Risk and hazard registers maintained and updated as required.
 - Health and safety incidents are recorded appropriately.
 - Contractors and hirers are made aware of hazards and comply with all health and safety obligations while on site.
- Monthly health and safety reports provided to WDC.

- Reports to detail event, cause, resulting action and follow-up engagement taken with affected customer.
 - Measure: Monthly report provided to WDC, health and safety processes and standards compliant 100% of the time.

Maintenance:

- Building maintained and operational during the Required Opening Hours.
- Maintenance issues resolved and/or communicated in a timely manner.
 - Measure: All minor maintenance issues within delegation to be resolved within two weeks unless otherwise agreed with WDC.
- NCSRT operates in accordance with the maintenance process and delegation limits at all times.
 - Measure: NCSRT works within delegated responsibilities and budget 100% of the time unless otherwise agreed with WDC.

Schedule 7: Booking Policy

Refer to attached Booking Policy for the Stadium.

Mainpower Stadium Booking Policy

The purpose of the booking policy is to guide decision making when there is interest from multiple parties for a vacant space and to guide seasonal space allocation. The bookings Standard Operating Procedure should apply in all other circumstances.

Waimakariri District Council purpose:

To make Waimakariri a great place to be, in partnership with the community

Guiding Waimakariri District Council Community Outcomes

Social – *A place where everyone can have a sense of belonging...*

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities.
- Our community groups are sustainable and able to get the support they need to succeed.

Cultural – *Where our people are enabled to thrive and give creative expression to their identity and heritage...*

- Public spaces express our cultural identities and help to foster an inclusive society.
- 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.

Environmental – *that values and restores our environment.*

- Our district transitions towards a reduced carbon and waste district.

Economic – *is supported by a resilient and innovative economy.*

- Infrastructure and services are sustainable, resilient, and affordable.

Peak time Booking Priorities

Peak Times:

Monday – Friday, 3pm – 9pm, term time

Saturday and Sunday, 8am - 9pm,

Priority One

- International sport/cultural televised or mass participation events and tournaments.
- National sport/cultural televised or mass participation events and tournaments.
- Regional events of significance, specifically - North Canterbury Sport Awards, North Canterbury Business Awards, North Canterbury Wearable Arts, North Canterbury Youth Jobs Expo, or as determined by Council.
- Essential maintenance.
- Civil defence emergency management.

*Maximum of (2) events per sports season during peak time competition bookings, dates must be confirmed preseason. Event bookings not meeting these criteria must be approved by Council.

Priority Two

- Seasonal sport competition – affiliated association, club or school.
- Seasonal sports training - affiliated association, club or school.
- Full term sport and active recreation programme delivery (including NCRST programmes).

Priority Three

- Community group competition bookings.
- Community group tournament bookings.

Priority Four

- Casual hire training.
- Casual hire individual.
- Commercial (e.g. Expos).
- Private users.

Off Peak Booking Priorities

Off peak Times: Monday - Friday 6am – 3pm term time

Priority One

- International sport/cultural televised or mass participation events and tournaments.
- National sport/cultural televised or mass participation events and tournaments.
- District events of significance, specifically - North Canterbury Sport Awards, North Canterbury Business Awards, North Canterbury Wearable Arts, North Canterbury Youth Jobs Expo, or as determined by Council.
- Essential maintenance.
- Civil defence emergency management.

Priority Two

- Full term sport and active recreation programme delivery -older adults.
- Full term fundamental skills programme delivery - children 0-5yrs.
- Full term sport and recreation programmes delivered by NCRST.

Priority Three

- Casual hire training.
- Casual hire individual.
- Commercial (e.g. Expos).
- Private users.

School Holidays

Priority One

- International sport/cultural televised or mass participation events and tournaments.
- National sport/cultural televised or mass participation events and tournaments.
- District events of significance, specifically - North Canterbury Sport Awards, North Canterbury Business Awards, North Canterbury Wearable Arts, North Canterbury Youth Jobs Expo, or as determined by Council.
- Essential maintenance.
- Civil defence emergency management.

Priority Two

- Seasonal sport competition – affiliated association, club or school
- Seasonal sports training - affiliated association, club or school.
- Full term sport and active recreation programme delivery.

- Multi day sport and active recreation bookings - i.e. holiday programmes, sports programmes.
- Full term and multi day programmes delivered by NCSRT.
- Multiday commercial (e.g. Expos).

Priority Three

- Full day bookings.

Priority Four

- Casual bookings by the hour.

WAIMAKARIRI DISTRICT COUNCIL

AND

NORTH CANTERBURY SPORT AND RECREATION TRUST

LEASE OF PARTS OF STADIUM



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PARTIES

AND NORTH CANTERBURY SPORT AND RECREATION TRUST (“NCSRT”)

BACKGROUND

- A. WDC is the registered proprietor of the Land.
- B. WDC has agreed to grant and NCSRT has agreed to accept a lease of the Premises on the terms set out in this Lease.
- C. WDC and NCSRT are parties to a Heads of Agreement dated 9 September 2019 in relation to the development and operation of the Premises ("**Heads of Agreement**"). The parties acknowledge and agree that the Lease and the Operating Agreement supersede the Heads of Agreement except in relation to paragraphs 1 to 6 of the Heads of Agreement regarding facility construction and funding.
- D. The Heads of Agreement contemplated NCSRT leasing all the building known as at the Commencement Date as "MainPower Stadium" and situated at 289 Coldstream Road, Rangiora ("**the Stadium**").
- E. Prior to the Commencement Date NCSRT has occupied the Stadium without a formal lease being in place.
- F. WDC and NCSRT have now agreed to split the Stadium into two distinct areas being:
 - (a) the Premises, which NCSRT leases pursuant to this Lease; and
 - (b) the "Managed Area", being the area to be managed by NCSRT pursuant to the Operating Agreement.
- G. WDC and NCSRT intend to enter into the Operating Agreement contemporaneously with the execution of this Lease.

THE PARTIES AGREE

1. DEFINITIONS AND INTERPRETATION

- 1.1. Definitions:** In this Lease, the following words have the following meanings:

“Annual Rent” means the Annual Rent specified in the First Schedule subject to changes consequent on WDC’s exercise of any right to review the Annual Rent or on NCSRT’s exercise of any right to renew this Lease;

"Approved Contractor" refers to a person or entity approved by WDC (as notified in writing by WDC to NCSRT from time to time) as being a suitable person or entity to carry out maintenance or other services in relation to the Premises under the terms of this Lease. Further, WDC shall notify NCSRT if any such person or entity ceases to be an Approved Contractor for the purposes of this Lease;

"Authority" means and includes every governmental, local, territorial and statutory authority having jurisdiction or authority over the Premises or their use;

"Building" means the Stadium building and other improvements situated in or on the Premises or which form part of the Premises and includes any part of that building and improvements and WDC's Infrastructure;

"Café" means the café including the juice bar which is situated within the Building on the Premises;

"Café Opening Hours" means the opening hours of the Café which as at the Commencement Date are Monday to Friday from 6am to 4.30pm, Saturday from 7am to 4.30pm and Sunday from 8am to 4.30pm (excluding public holidays) or such other opening hours as are determined by WDC from time to time (following Consultation with NCSRT);

"Consultation" for the purposes of this Lease means consultation between duly authorised NCSRT and WDC representatives to discuss the particular issue being consulted on, including both parties presenting their view on the issue, each party providing the other with a copy of the relevant information supporting their view, and each party giving due and careful consideration to the view of the other party prior to a decision being made;

"GST" means tax levied under the Goods and Services Tax Act 1985 and includes any tax levied in substitution for that tax;

"Health and Safety Laws" includes the Health and Safety at Work Act 2015 and any consequential amendments and enactments passed in substitution;

"includes" means 'includes, without limitation,' and **"including"** means 'including, without limitation';

"Insured Risks" means loss, damage or destruction resulting from fire, earthquake, storm, flooding, tempest, lightning, volcanic activity, explosions and aircraft impact and any other risks which WDC reasonably requires to be insured against;

"Land" means the land owned by WDC and described as Lot 2 Deposited Plan 494882 in Record of Title 725126;

"Lease" means this lease granting the lease of the Premises;

"Local Authority Infrastructure" means all infrastructure which is owned or over which WDC has ownership or easement rights or interests, or authority, control, or powers, in its capacity as a Local Authority and includes, without limitation, water, stormwater and sewage pipe drains and conduits consistent with the policies and/or bylaws of the Waimakariri District Council;

"Managed Area" means the areas which are shown outlined in green on the Plan including the Shared Areas. For the avoidance of doubt, the Managed Area comprises all of the Land including the Stadium but excluding the Premises;

"NCSRT Food Truck" means one food truck operated on behalf of NCSRT on the Managed Area with the prior written approval of WDC, but for the sake of clarity, excludes any Other Food Truck;

"NCSRT Food Truck Fee" means the annual fee payable by NCSRT to WDC for the non-exclusive right for NCSRT to locate and operate the NCSRT Food Truck on part of the Managed Area, such annual fee to be determined by WDC and incorporated in the Annual Rent;

"NCSRT's Improvements" means NCSRT's fittings, fixtures, floor coverings, blinds, curtains, shelving, signs, light fittings, security devices and other equipment and plant owned or placed on the Premises by or on behalf of NCSRT including those assets listed in the Sixth Schedule;

"Operating Agreement" means the agreement in relation to NCSRT operating those parts of the Stadium which are not included in the Premises in the form annexed at the Fifth Schedule;

"Other Food Truck" means any food truck or similar operated by a third party on the Managed Area during the term of the Operating Agreement, but for the sake of clarity, excludes the NCSRT Food Truck;

"Outgoings" means the costs, expenses or charges as set out in the Second Schedule;

"Plan" means the premises plan set out in the Third Schedule;

"Premises" means the land described in the First Schedule and shown outlined in red on the Plan and WDC's Infrastructure but excludes NCSRT's Improvements;

"Premises Opening Hours" means the opening hours of the Premises (excluding the Café) which as at the Commencement Date are Monday to Friday from 6am to 9.30pm, Saturday from 7am to 7pm and Sunday from 8am to 7pm (excluding public holidays) or such other opening hours as are determined by WDC from time to time;

"Regulatory Requirements" means any and all applicable regulatory requirements imposed, including public notice and objection and submission processes, under either or both of the Reserves Act 1977 and the Conservation Act 1987 as applicable;

"Shared Areas" means the foyer area and hallway area in the Stadium which are shown on the Plan as part of the Managed Area;

"Structural Repairs" means repairs, maintenance or renovations to the foundations, floors, columns, beams, trusses, roof and exterior wall claddings, gutters, downpipes, and drains of the Building;

"Term" means the term of this Lease as specified in the First Schedule and includes the Initial Term and (if this lease is renewed) the Renewal Term and (if this Lease is further renewed any further Renewal Term(s));

"Utilities and Services" means all utility and other services connected and/or supplied to the Premises, including (as applicable) water, sewage, drainage, electricity, gas, internet and/or fibre, telecommunications and rubbish collection and recycling;

“WDC’s Infrastructure” means WDC’s property situated in or on the Premises and includes certain parts of the Building and other structures and improvements and all equipment and plant owned or placed on the Premises by or on behalf of WDC including those items as set out in the First Schedule but excludes Local Authority Infrastructure;

- 1.2. **Building Act Terms:** the terms “Building Work”, “Compliance Schedule” and “Code Compliance Certificate” have the meanings given to those terms in the Building Act 2004 and “Warrant of Fitness” refers to the building warrant of fitness as described in section 108 of the Building Act 2004;
- 1.3. **Defined Expressions:** expressions defined in the main body of this Lease have the defined meaning in the whole of this Lease including the background and the Schedules;
- 1.4. **First Schedule Terms:** the terms “Commencement Date”, “Default Interest Rate”, “Final Expiry Date”, “Initial Term”, “Permitted Use”, “Renewal Term(s)”, “Rent Payment Date(s)”, “Rent Review Date(s)” and “Termination Date”, together with the other terms set out in the First Schedule, will be interpreted by reference to the First Schedule;
- 1.5. **Headings:** section, clause and other headings are for ease of reference only and do not form any part of the context or affect this Lease’s interpretation;
- 1.6. **Joint and Several Obligations:** where two or more persons are bound by a provision in this Lease, that provision will bind those persons jointly and each of them severally;
- 1.7. **Negative Obligations:** any obligation not to do anything includes an obligation not to suffer, permit or cause that thing to be done;
- 1.8. **Parties:** references to parties are references to parties to this Lease and include each party’s executors, administrators, successors and permitted assigns;
- 1.9. **Persons:** references to persons include references to individuals, companies, partnerships, associations, trusts, government departments and local authorities in each case whether or not having separate legal personality;
- 1.10. **Plural and Singular:** singular words include the plural and vice versa;
- 1.11. **Schedules:** the Schedules and their contents have the same effect as if set out in the body of this Lease;
- 1.12. **Sections, Clauses and Schedules:** references to sections, clauses and Schedules are references to this Lease’s sections, clauses and Schedules; and
- 1.13. **Statutes and Regulations:** references to a statute include references to regulations, orders, rules or notices made under that statute and references to a statute or regulation include references to all amendments to that statute or regulation whether by subsequent statute or otherwise.

2. GRANT OF LEASE

- 2.1. **Lease of Premises:** WDC leases to NCSRT and NCSRT takes on the lease of the Premises together with WDC’s Infrastructure for the Initial Term beginning on the Commencement Date and ending on the Termination Date at the Annual Rent in accordance with the terms of this Lease.

- 2.2. **Use of Shared Areas:** WDC grants to NCSRT the non-exclusive right to use the Shared Areas as reasonably necessary for ingress and egress to and from the Premises. The rent for the non-exclusive right to use the Shared Areas shall be included in the calculation of the Annual Rent which is payable by NCSRT to WDC in accordance with the terms of this Lease.
- 2.3. **NCSRT Food Truck:** The parties acknowledge and agree that pursuant to clause 3.3 of the Operating Agreement, WDC grants to NCSRT a non-exclusive right to use the Managed Area for parking and operation of the NCSRT Food Truck in relation to providing food and non-alcoholic beverages to persons attending events and functions held at the Stadium. The NCSRT Food Truck Fee is included in the calculation of the Annual Rent which is payable by NCSRT to WDC in accordance with the terms of this Lease.
- 2.4. **Civil defence:** The parties acknowledge and agree that pursuant to clause 3.5 of the Operating Agreement WDC has the right to use the four indoor courts forming part of the Managed Area in the event of a civil defence emergency and WDC will endeavour to provide one hour's prior notice to NCSRT who shall arrange for cancellation of bookings as necessary.

3. RIGHT OF RENEWAL

3.1. Preconditions: If:

- (a) **Written Notice:** at least 12 months before the Termination Date, NCSRT gives WDC written notice of NCSRT's wish to renew this Lease;
- (b) **Compliance by NCSRT:** NCSRT has complied with all of NCSRT's obligations under this Lease; and
- (c) **WDC consent:** WDC has not at least 18 months before the Termination Date served notice on NCSRT advising that WDC does not consent to NCSRT renewing the Lease;

then WDC will renew this Lease at NCSRT's cost for the Renewal Term beginning on the day following the Termination Date.

3.2. **Rent on Renewal:** The Annual Rent payable from the beginning of each Renewal Term will be the greater of:

- (a) **Commencing rent:** the Annual Rent payable on the Commencement Date;
- (b) **Current Market Rent:** the current market rent of the Premises at the beginning of the relevant Renewal Term; and
- (c) **Determined as if Rent Review Date:** determined using the terms of this Lease relating to rent reviews as if the commencement date of the relevant Renewal Term were a Rent Review Date.

3.3. **Terms of Renewed Lease:** The renewed lease will be on the same terms as this Lease but will exclude this present term for renewal unless further Renewal Term(s) are specified in the First Schedule. If so, the renewed lease will contain rights to renew for those further Renewal Term(s) to the same effect as clauses 3.1 to 3.4 (inclusive). The Term must never expire later than the Final Expiry Date.

3.4. **Reviews of Rent:** The Annual Rent payable during each Renewal Term will be subject to review:

- (a) **Set Dates:** on the Rent Review Date(s); or
- (b) **No Dates Specified:** at intervals of time equivalent to those provided for rent reviews during the Initial Term, if no Rent Review Date(s) are specified in the First Schedule for any Renewal Terms.

3.5. **Holding Over:** If, other than under a renewal of this Lease or the grant of a further lease, WDC permits NCSRT to remain in occupation of the Premises after the expiry or earlier termination of the Term, NCSRT will occupy the Premises pursuant to a periodic tenancy that may be terminated in accordance with section 210 of the Property Law Act 2007 and any amendment thereto. In so far as they are applicable to periodic tenancies all other matters set out herein and implied by law will continue to apply between the parties.

4. RENT

- 4.1. **Annual Rent:** NCSRT must pay the Annual Rent as defined in this Lease by equal quarterly payments in advance on the Rent Payment Dates.
- 4.2. **Quarterly Payments:** The first quarterly payment of the Annual Rent is due and payable on the Commencement Date and if the Commencement Date is not a Rent Payment Date NCSRT must pay on the Commencement Date the proportionate amount of the Annual Rent due from the Commencement Date until the first Rent Payment Date.
- 4.3. **No Deductions or Set-Off:** All rent and other money payable by NCSRT under this Lease to WDC shall be paid without any deduction or set-off.
- 4.4. **Method:** All rent payments shall be made by direct bank payment or as WDC may direct.

5. RENT REVIEW

- 5.1. **Process:** The Annual Rent is subject to review on the Rent Review Dates using the process set out in clauses 5.2 to 5.8 (inclusive).
- 5.2. **CPI increase:** The Annual Rent shall be increased on each anniversary of the Commencement Date other than a Rent Review Date ("**CPI Rent Review Date**") in accordance with the calculation set out in the Fourth Schedule, provided that WDC may at WDC's discretion notify NCSRT that WDC waives the CPI rent review for a specified CPI Rent Review Date.
- 5.3. **Rent Review on Assignment or Sublease:** In the event of NCSRT assigning its interest in the Lease or subleasing all or part of the Premises pursuant to clause 19, the parties agree that a rent review shall be triggered. The new market rent shall be determined in accordance with clauses 5.4 to 5.8 of this Lease and shall take effect on and from the commencement date of the new deed of assignment or deed of sublease (as applicable), such date being a "Rent Review Date" for the purposes of clauses 5.4 to 5.8 below.
- 5.4. **Lessor's Notice:** WDC may at any time after three months before each relevant Rent Review Date give written notice to NCSRT ("**Lessor's Notice**") setting out WDC's assessment of the current market rent of the Premises on that particular Rent Review Date.
- 5.5. **Lessee's Notice:** NCSRT may within 28 days of receiving the Lessor's Notice (time being of the essence) by written notice to WDC ("**Lessee's Notice**") dispute the current market rent set out in the Lessor's Notice. The Lessee's Notice must state NCSRT's assessment of the current market rent of the Premises on that particular Rent Review Date. If NCSRT does not

give a Lessee's Notice NCSRT will be taken to have accepted the current market rent set out in the Lessor's Notice.

5.6. **Resolution of Disputes:** If NCSRT gives a Lessee's Notice, WDC and NCSRT must enter into negotiations to resolve the dispute. If WDC and NCSRT do not reach agreement within 14 days after the date of service of the Lessee's Notice, then the following provisions shall apply:

- (a) **Appointment of Valuer:** WDC and NCSRT must within 14 days after the expiry of the 14-day negotiation period each appoint a registered valuer who is an associate member of the New Zealand Property Institute;
- (b) **Joint Determination:** The valuers appointed under clause 5.6(a) will jointly determine the current market rent of the Premises;
- (c) **Sole Determination:** If either party fails to appoint a valuer under clause 5.6(a), the valuer appointed by the other party will determine the current market rent alone pursuant to clause 5.6(f) below and clauses 5.6(d), (e) and (g) shall not apply;
- (d) **Appointment of Umpire:** Before determining the rent, the valuers must jointly appoint an umpire and obtain the umpire's written acceptance of appointment;
- (e) **Umpire Not Appointed:** If within 14 days of the date of their appointment the valuers:
 - (i) fail to appoint an umpire; or
 - (ii) are unable to agree on an umpire;

then either party may ask the President of the New Zealand Property Institute to appoint an umpire and obtain the umpire's written acceptance of appointment;

- (f) **Determination by Valuers:** The appointed valuers (or the sole valuer, if clause 5.6(c) applies) will jointly determine the current market rent of the Premises within 28 days of the date of their appointment, in relation to comparable premises on that particular Rent Review Date;
- (g) **Determination by Umpire:** If the valuers cannot agree on the current market rent of the Premises within 28 days of their appointment or within any extended time agreed by the parties, then the umpire will determine the current market rent; and
- (h) **Costs of Determination:** All costs of the determination of the current market rent of the Premises by the valuers or the umpire must be borne as specified by the valuers or the umpire.

5.7. **Rent Ratchet:** The Annual Rent payable by NCSRT following a Rent Review Date must never be less than the Annual Rent payable on the Commencement Date.

5.8. **Payment of Reviewed Rent:** The Annual Rent payable by NCSRT following a Rent Review shall be applicable from the relevant Rent Review Date.

6. GST

6.1. **Payment:** NCSRT must pay to WDC all GST payable on the Annual Rent and other money payable by NCSRT under this Lease. NCSRT must pay GST:

- (a) **Annual Rent:** On the Annual Rent on each occasion when any rent falls due for payment; and
- (b) **Other Money:** On any other money payable by NCSRT on demand.

6.2. **Default:** If:

- (a) **NCSRT Fails to Pay:** NCSRT fails to pay the Annual Rent or other money payable under this Lease (including GST); and
- (b) **WDC Liable to Penalty:** WDC becomes liable to pay additional GST or penalty tax; then NCSRT must pay the additional GST or penalty tax to WDC on demand.

7. DEFAULT INTEREST

7.1. If NCSRT fails to pay any instalment of the Annual Rent or any other money payable under this Lease for 14 days after:

- (a) **Due Date:** The due date for payment; or
- (b) **Demand:** The date of WDC's demand, if there is no due date;

then NCSRT must on demand pay interest at the Default Interest Rate on the money unpaid from the due date or the date of WDC's demand (as the case may be) up to and including the date of payment.

8. OUTGOINGS

8.1. **NCSRT to Pay Outgoings:** NCSRT must on demand by WDC pay the Outgoings as defined in this Lease and set out in Part A of the Second Schedule without deduction or set-off. If any Outgoing is not separately assessed on or charged to the Premises, NCSRT must pay a fair and reasonable proportion of that Outgoing as determined by WDC (acting reasonably).

8.2. **Apportionment:** Any Outgoing which is not assessed or charged for a period falling wholly within the Term will be apportioned between WDC and NCSRT.

8.3. **Penalties:** If any Outgoing is payable by a date after which a penalty applies, NCSRT will comply with clause 8.1 if NCSRT pays that Outgoing at least five days before the penalty date.

8.4. **WDC's Obligation:** WDC must:

- (a) pay all costs, expenses and charges relating to the Premises which are not NCSRT's responsibility under this Lease including those set out in the Part B of the Second Schedule; and
- (b) at its cost maintain the pergola, car parking, landscaping and ground which is part of the Land but is outside of the Premises in good condition to the reasonable satisfaction of WDC.

9. UTILITIES AND SERVICES CHARGES

- 9.1. **NCSRT to Pay Utility and Services Charges:** NCSRT must promptly pay to the relevant Authority or supplier all charges for Utilities and Services which are separately metered or charged to the Premises.
- 9.2. **Apportionment:** NCSRT must pay to WDC on demand a fair and reasonable proportion of the charge for any Utilities and Services which are not separately metered or charged to the Premises as determined by WDC (acting reasonably).
- 9.3. **Meters:** If WDC or any Authority requires NCSRT to do so, NCSRT must install any meter or other measuring devices necessary for the proper measurement of the charges for any Utilities and Services or other services supplied to the Premises. WDC will pay the installation cost of any meter or other measuring device which WDC requires NCSRT to install and NCSRT shall be responsible for any other costs associated with a meter or measuring device.

10. COSTS

- 10.1. Each party shall pay their own legal costs incurred in connection with the preparation, negotiation and execution of this Lease and for any deed recording a rent review. However, NCSRT must pay:
- (a) **Legal Costs:** The legal costs for the negotiation, preparation and execution of any extension or variation of this Lease requested by NCSRT; and
 - (b) **Default Costs:** All costs, charges and expenses for which WDC becomes liable as a result of NCSRT's breach of any of the terms of this Lease.

11. INSURANCE

- 11.1. **WDC to Insure Building:** WDC will at all times during the Term insure and keep the Building insured to its full replacement value against the Insured Risks.
- 11.2. **NCSRT to Insure:** NCSRT must at all times during the Term:
- (a) **NCSRT's Improvements:** Insure and keep insured all NCSRT's Improvements for full replacement value against the Insured Risks;
 - (b) **Public Risk Insurance:** NCSRT must throughout the Term keep current a public risk insurance policy applicable to the Premises and the business carried on, in, or from the Premises for:
 - (i) **Specified Amount:** The amount specified in the First Schedule (being the amount which may be paid out arising from any single accident or event); or
 - (ii) **Increased Amount:** Any increased amount that WDC reasonably requires.
- 11.3. **Evidence of Insurance:** NCSRT must throughout the Term annually provide to WDC evidence of the insurance required under this clause 11 by way of provision of certificates of currency of insurance and at WDC's discretion full copies of the relevant policies).

12. MAINTENANCE

- 12.1. **Maintenance:** Subject to clause 22, NCSRT must, at NCSRT's cost, maintain the Premises in a good and substantial repair and condition having regard to the condition of the Premises at the date NCSRT first occupied the Premises but excluding fair wear and tear.
- 12.2. **Warrant of Fitness:** WDC will at its cost, procure a Warrant of Fitness for the Premises (including compliance of the fire alarm system for the Building) and report any action items to NCSRT.
- 12.3. **Costs of repairs:** NCSRT is responsible for all costs in relation to maintenance under this clause 12 except that WDC is responsible for the following costs:
- (a) **Structural Repairs:** The cost of any Structural Repairs unless such Structural Repairs were required as a result of any default, negligence or wrongful act or omission of NCSRT or their employees, agents, or invitees;
 - (b) **HVAC:** The cost of replacement of the HVAC system and scheduled maintenance of the HVAC System, unless such replacement or maintenance is required as a result of any default, negligence or wrongful act or omission of NCSRT or their employees, agents, or invitees; or
 - (c) **Insured:** Any maintenance costs where WDC is able to recover the amount from WDC's insurer (and for the sake of clarity the parties acknowledge and agree that this clause does not affect any rights WDC's insurer might have against NCSRT).
- 12.4. **NCSRT maintenance:** NCSRT must:
- (a) **Keep Premises Clean and Maintained:** at their own cost keep the Premises in good and substantial repair and condition having regard to the condition of the Premises at the Commencement Date but excluding:
 - (i) fair wear and tear; and
 - (ii) any Structural Repairs unless such Structural Repairs were required as a result of any default, negligence or wrongful act or omission of NCSRT or their employees, agents, or invitees;
 - (b) **Removal of Rubbish:** at their own cost regularly remove all rubbish and waste from the Premises;
 - (c) **Pests:** at their own cost prevent and exterminate any pest infestation on the Premises;
 - (d) **Access:** permit WDC's employees and agents at all reasonable times to enter upon the Premises for the purpose of conducting any maintenance and repair works and viewing the state of repair of the buildings and all other structures and works erected or constructed on the Premises including, without limitation, WDC's Infrastructure;
 - (e) **Access for infrastructure:** permit WDC's employees and agents at all times to enter upon the Premises for the purpose of maintenance, alteration, upgrade, replacement, and if applicable removal, of Local Authority Infrastructure. WDC shall endeavour to provide reasonable advance notice and shall make reasonable efforts

to minimise disruption and inconvenience to NCSRT and NCSRT's operations but notice shall not be a pre-requisite of access and WDC shall have no liability, and NCSRT no right or claim for damages or compensation, in connection with such access or works by WDC;

- (f) **WDC's Health and Safety:** at all times comply with any requirements of WDC in relation to WDC's obligations under the requirements of the Health and Safety Laws;
 - (g) **Systems:** at their own cost ensure that all tanks water supply sanitary arrangements garbage disposal and other facilities on the Premises (including the internal heat pumps in the Building) or the boundaries thereof are in good working order and condition to the satisfaction of WDC; and
 - (h) **Toilets:** at their own cost keep toilets within the Premises (except any toilets designated as staff toilets with the consent of WDC) accessible to the public during the Premises Opening Hours and keep such toilets suitably stocked and clean.
- 12.5. **Approved Contractors:** NCSRT may use an Approved Contractor to carry out any of the maintenance services set out in this clause 12 but NCSRT shall not engage the services of any other person or entity to carry out any of the maintenance services set out in this clause 12 without first obtaining the express written approval of WDC to such engagement.
- 12.6. **Notification of Defects:** NCSRT must promptly notify WDC of any damage to or defect in the Premises and/or the Managed Area and/or the Shared Areas of which NCSRT becomes aware.

13. ANNUAL BUDGET AND ACCOUNTS

- 13.1. NCSRT must prepare and provide to WDC annual budgets for NCSRT's operations from the Premises and detailed accounts showing all revenue received in relation to the Premises.

14. USE OF PREMISES

- 14.1. **Permitted Use:** NCSRT must only use the Premises for the Permitted Use.
- 14.2. **Restrictions on Use:** NCSRT must:
- (a) **Noxious Activities and Nuisances:** not carry on any noxious, noisy or offensive business or activity in or about the Premises or do anything which is or may become a nuisance or annoyance to any person;
 - (b) **Resource Management Act:** not do anything which is or may become a breach of any duty imposed on any person by the Resource Management Act 1991;
 - (c) **Acts, Bylaws, etc:** comply in all respects with all acts, bylaws, regulations, rules, notices, and requisitions relating to the Premises and NCSRT's use of the Premises, including, without limitation, under the Building Act 2004;
 - (d) **Warrant of Fitness:** Comply in all respects with the terms of the Warrant of Fitness for the Premises and do all things reasonably necessary as the lessee of the Premises to comply with the inspection, maintenance and reporting procedures for the specified systems (such as fire alarm systems) listed on the Warrant of Fitness Compliance Schedule at all times during the Term. NCSRT shall report to WDC immediately following any event of non-compliance with the Warrant of Fitness by

NCSRT or their employees, agents or invitees including providing any further details that WDC may require regarding such event and steps taken or proposed to be taken by NCSRT to remedy such non-compliance;

- (e) **Resource Consent:** comply with all provisions of any Resource Consent relating to the use of the Premises;
- (f) **Storage:** not store any items in any manner which will detrimentally affect the fire safety of the Premises including but not limited to:
 - (i) storing any materials within any plant rooms or ceiling voids which are part of the Premises; and
 - (ii) impeding access through any foyer, corridors or access ways which are part of the Premises;
- (g) **Fire Exits:** comply with and maintain any emergency management plan for the Premises, report the results of trial evacuations to WDC, ensure that all fire exits remain fully accessible at all times and ensure that access to manual fire call points is unimpeded at all times;
- (h) **Signage:** not fix or suspend on the Premises any signboards without first obtaining the express approval of WDC to the style, size and position of such signboards but provided the signboard complies with the provisions of the Resource Management Act 1991 and all applicable local authority district plans, policies and rules, such approval shall not be unreasonably or arbitrarily withheld. Upon expiration or sooner determination of the Term, NCSRT will remove at their own expense all lettering and marks or signs fixed or suspended on the Premises by or on behalf of NCSRT and will make good any damage or disfigurement caused to any building by reason of such removal;
- (i) **Labour:** at their own cost provide sufficient employees on duty and have the Café (including the juice bar) staffed and operating at all times during the Café Opening Hours and the Premises (including the reception desk) staffed and operating at all times during the Premises Opening Hours;
- (j) **Encourage good behaviour:** take all reasonable steps to encourage good behaviour by patrons at all events and functions or otherwise using the Premises including but not limited to taking all practicable steps to ensure that no announcements are made or signs displayed which might encourage violence, public drunkenness, threats, lewd behaviour, offensive language or other undesirable behaviour at the Premises;
- (k) **Misuse:** take all reasonable steps to ensure that the Premises and in particular WDC's Infrastructure is not used for any purpose for which it is not suitable or beyond its design specifications, including but not limited to the overloading of any electrical system, air-conditioning system, drainage, or flooring and the like;
- (l) **Security:** grant any security interest to any person in relation to the Lease or the Premises;
- (m) **Detrimental events:** use the Premises for any event or function which is likely to be detrimental to the reputation of the Premises or WDC;

- (n) **Café:** ensure that the Café is open to the public during the Café Opening Hours and that the Café only sells food which has been prepared offsite and no food preparation shall be carried out on the Premises for sale;
- (o) **Premises Opening hours:** ensure that the Premises are open to the public during the Premises Opening Hours; and
- (p) **Laws:** duly observe and comply with the terms and conditions of all statutes, regulations and other enactments and any amendments thereof and any regulations in substitution therefore and all bylaws of WDC in respect of the Premises and of any and every authority in so far as the same may apply to or affect NCSRT in their occupation of the Premises and will keep WDC indemnified against all actions claims and demands in respect thereof.

15. SECURITY

- 15.1. WDC will keep NCSRT informed of all security procedures in operation at the Premises with which it reasonably requires NCSRT's personnel to comply and any variations to those security procedures. NCSRT acknowledges that such security procedures may require NCSRT to maintain a monitored alarm service at NCSRT's cost.
- 15.2. NCSRT will be responsible for ensuring that all of their employees, agents or invitees at the Premises from time to time are made fully aware of and comply with WDC's security procedures in operation at the Premises.

16. HEALTH AND SAFETY

- 16.1. NCSRT will at all times comply with their obligations pursuant to the Health and Safety Laws and with any additional health and safety requirements notified to NCSRT by WDC from time to time. In particular, NCSRT will:
 - (a) Not do anything which is or may become a breach of any duty imposed on any person by the Health and Safety Laws;
 - (b) Do all things reasonably necessary as the lessee of the Premises under this Lease to comply with the requirements of the Health and Safety Laws and in accordance with industry best practices and standards;
 - (c) Notify WDC promptly of any material accident, incident or Hazard at the Premises in relation to health and safety and "Hazard" shall have the same meaning as in the Health and Safety at Work Act 2015;
 - (d) Ensure that the terms and conditions of each contract or agreement entered into by NCSRT with a contractor, sublessee or other third party adequately describe the relevant obligations of that contractor, sublessee or third party to comply with the Health and Safety Laws; and
 - (e) At all times ensure that the health and safety of the public, as well as the health and safety of people for whom NCSRT has obligations under the Health and Safety Laws, are protected in accordance with industry best practices and standards.
- 16.2. NCSRT undertakes with WDC that it will:

- (a) In accordance with the Health and Safety Laws, safeguard the health, safety and welfare of their personnel in or on the Premises and involve their personnel in identifying and controlling risks;
- (b) Provide reasonable information, training and supervision in safe working practices and the need to work safely to their personnel on a regular basis; and
- (c) Have reasonable regard for the health and safety of those not employed by or contracted to NCSRT, but who may be affected by NCSRT's lease of the Premises under this Lease.

16.3. NCSRT acknowledges and agrees that their obligations under this clause 16 shall apply to both the Premises and the Managed Area.

17. BUILDING WORK

17.1. **Approvals:** NCSRT must not make any alterations or additions to, or carry out any Building Work on the Premises without first giving plans and specifications of the proposed work to WDC and:

- (a) **WDC's Consent:** obtaining WDC's prior written consent (which may be delayed or withheld at WDC's sole and absolute discretion and if given may be given subject to terms and conditions as WDC specifies in its sole and absolute discretion); and
- (b) **Building Consent:** obtaining and giving WDC a copy of all Building Consents required to enable the relevant Building Work to be carried out lawfully.

17.2. **Building Act:** NCSRT must:

- (a) **Building Consent:** carry out all Building Work in conformity with the Building Consent produced to WDC under clause 17.1(b);
- (b) **Tradespersons:** only use suitably qualified tradespersons approved by WDC to carry out any works on the Premises; and
- (c) **Compliance Certificate:** obtain a Code Compliance Certificate on completion of any Building Work.

18. REMOVAL OF IMPROVEMENTS

18.1. **Remove NCSRT's Improvements:** Unless WDC advises NCSRT otherwise in writing, NCSRT must at the expiry or earlier termination of the Term, remove NCSRT's Improvements from the Premises.

18.2. **Repair Damage:** NCSRT must repair any damage caused to the Premises by installation or removal of NCSRT's Improvements which may include, if required by WDC, painting certain parts of the interior of the Premises.

18.3. **Leave Premises Tidy:** NCSRT must at the end of the Term or earlier termination of this Lease, yield up and leave the Premises in a clean and tidy condition to WDC's reasonable satisfaction and consistent with NCSRT having complied with its obligations under this Lease.

18.4. **NCSRT's Failure to Remove and Make Good:** If NCSRT fails to complete any removal and making good when required under this Lease WDC may:

- (a) In respect of any or all of NCSRT's Improvements (as WDC at WDC's discretion wishes) complete such removal and make good and NCSRT will on demand pay all costs and expenses incurred by WDC in so doing; and/or
- (b) In respect of any or all of NCSRT's Improvements (as WDC at WDC's discretion wishes) elect not to effect such removal and give notice in writing to NCSRT that unless NCSRT effects removal within 14 days of the date on which the notice is given (time being of the essence), NCSRT's Improvements (or such of NCSRT's Improvements as WDC at WDC's discretion specifies) shall, at the option of WDC, be forfeited to WDC without compensation.

19. ASSIGNMENT AND SUBLEASING

- 19.1. **WDC's Consent:** NCSRT may with WDC's prior written consent (which may be given or withheld at WDC's absolute discretion) assign NCSRT's entire interest in this Lease or sublease all or part of the Premises.
- 19.2. **Conditions:** Without limiting the grounds on which WDC may withhold consent under clause 19.1, WDC may, as a condition of any consent, require prior compliance with the following conditions:
 - (a) **Standing of Assignee:** NCSRT must prove to WDC's reasonable satisfaction that the proposed assignee or sublessee is responsible and, in the case of an assignment, of sound financial standing including provision of credit checks as reasonably required by WDC. NCSRT shall provide WDC with any additional information reasonably required by WDC about the proposed assignee or sublessee;
 - (b) **Performance by NCSRT:** NCSRT must have performed all of NCSRT's obligations under this Lease up to the date of the proposed assignment or grant of the sublease;
 - (c) **Documentation:** WDC shall (at WDC's absolute discretion) be entitled to approve the form and content of the documentation necessary to give effect to the assignment or sublease;
 - (d) **Deed of Covenant:** in the case of an assignment, the assignee must execute a deed of covenant with WDC (in the form reasonably required by WDC) agreeing to perform NCSRT's obligations under this Lease but without releasing the assignor or any other person from liability under this Lease;
 - (e) **Assignment to a Company:** in the case of an assignment to a company, the shares in which are not listed on the New Zealand Stock Exchange, WDC may require the assignee's directors and shareholders to guarantee the assignee's obligations under the deed of covenant signed by the assignee;
 - (f) **Permitted Use:** NCSRT must prove to WDC's reasonable satisfaction that the proposed assignee or sublessee's proposed use for the Premises is compliant with the Permitted Use; and
 - (g) **NCSRT's Improvements:** in the case of assignment, NCSRT must prove to WDC's reasonable satisfaction that NCSRT and the proposed assignee have entered into a suitable arrangement in respect of NCSRT's Improvements.

19.3. **Costs:** NCSRT must pay WDC's reasonable costs for any consent or application for consent under this clause 19 (including WDC's legal costs) and the costs of investigating the suitability of the proposed assignee or sublessee.

19.4. **Change of Shareholding:** If NCSRT or NCSRT's holding company is a company not listed on the New Zealand Stock Exchange, any:

(a) **Ownership of Shares:** change in the legal or beneficial ownership of any of NCSRT's shares; or

(b) **New Capital:** issue of new capital;

which results in a change in NCSRT's effective control or management will be treated as an assignment of this Lease requiring WDC's prior written consent. The persons acquiring effective control of NCSRT or NCSRT's holding company (as the case may be) as a result of that change will be treated as the assignees.

20. WDC'S RIGHTS OF ENTRY

20.1. **Entry to Premises by WDC:** WDC may, with all necessary materials and equipment at all reasonable times and on not less than 24 hours' notice (but at any time without notice in the case of an emergency), enter the Premises to:

(a) **Inspect Premises:** inspect the condition and state of repair of the Premises; or

(b) **Compliance with Statutes, etc:** carry out any works to comply with any statutes, regulations, by-laws, ordinances, orders, proclamations, requirements of or notices by any Authority.

20.2. **Minimise Disturbance to NCSRT:** WDC will take reasonable steps to minimise any disturbance to NCSRT when exercising the entry rights granted under clause 20.1.

21. QUIET ENJOYMENT

21.1. If NCSRT pays the Annual Rent and performs NCSRT's obligations in this Lease, NCSRT will be entitled to quiet enjoyment of the Premises without interruption by WDC or any person claiming under WDC.

22. DESTRUCTION AND REINSTATEMENT

22.1. **Total Destruction:** If the Premises are:

(a) **Destroyed:** destroyed; or

(b) **Damaged:** so damaged as to be substantially untenable or unfit for the conduct of the Permitted Use, or to require, in WDC's reasonable opinion, demolition of the Building;

then WDC may terminate this Lease by notice to NCSRT with effect from the date of such notice.

22.2. **Partial Destruction:** If the Premises are damaged, but not so as to give rise to termination of this Lease under clause 22.1, WDC will with all reasonable speed reinstate the Premises

using materials, building techniques and designs which WDC chooses. The reinstated Premises must be reasonably adequate to enable NCSRT to carry out the Permitted Use.

22.3. **If Reinstatement Prevented:** WDC is not required to reinstate the Premises under clause 22.2 if:

- (a) **Insurance Proceeds Unavailable:** there are insufficient insurance proceeds available to WDC;
- (b) **Mortgagee:** any mortgagee of the land on which the Building is erected requires the insurance proceeds to be applied otherwise than to reinstatement of the Premises; or
- (c) **Consents and Approvals:** any necessary Building Consent, resource consent or other approval is not available from any Authority;

in which case WDC may terminate this Lease on notice to NCSRT with effect from the date of the notice.

22.4. **Reduction of Rent:** If clause 22.2 applies, and subject to NCSRT (or their employees, agents or invitees) not having caused or materially contributed to the cause of the damage, a fair proportion of the Annual Rent and Outgoings will cease to be payable with effect from the date of the damage until the completion of the reinstatement. In calculating the amount of the rent reduction, the parties will take into account:

- (a) **Nature and Extent of Damage:** the nature and extent of the damage; and
- (b) **Reduction in Benefit:** the reduction in the benefit of the use and occupation of the Premises caused to NCSRT.

22.5. **Failure to Reinstate:** If NCSRT (or their employees, agents or invitees) did not cause or materially contribute to the cause of the damage and:

- (a) **Reinstatement Not Prevented:** clause 22.3 does not apply;
- (b) **NCSRT Requires Reinstatement:** NCSRT gives WDC written notice requiring the reinstatement work to be done; and
- (c) **Reinstatement Not Done:** WDC fails to carry out WDC's obligations under clause 22.2 within a reasonable time after receiving notice from NCSRT under (b) above;

then NCSRT may terminate this Lease by giving a further written notice to WDC.

22.6. **Earlier Breaches:** Termination of this Lease under this clause 22 will not prejudice either party's rights relating to any earlier breach of this Lease.

23. DEFAULT

23.1. If NCSRT fails to perform or observe any of the terms of this Lease, then WDC may without prejudice to any of WDC's other rights or remedies at law or in equity sue NCSRT for specific performance or cancel this Lease by immediately or thereafter re-entering the Premises if WDC has first observed the requirements, where it is required by law to do so, of sections 243 to 264 of the Property Law Act 2007.

23.2. It shall be an act of default under this Lease if NCSRT:

- (a) **NCSRT a Natural Person:** being a natural person:
 - (i) Is declared bankrupt or insolvent according to law; or
 - (ii) Assigns his or her estate or enters into a deed of arrangement for the benefit of creditors; or
- (b) **NCSRT a Company:** being a company:
 - (i) Is or is deemed to be unable to pay NCSRT's debts under section 287 of the Companies Act 1993;
 - (ii) Goes into liquidation (other than voluntary liquidation for the purpose of reconstruction or amalgamation approved in writing by WDC);
 - (iii) Is wound up or dissolved;
 - (iv) Enters into voluntary administration or any assignment or other compromise or scheme of arrangement with NCSRT's creditors or any class of NCSRT's creditors; or
 - (v) Has a receiver, manager or receiver and manager appointed relating to any of NCSRT's assets.

23.3. **Charitable trust:** The parties acknowledge and agree that as at the Commencement Date NCSRT is a charitable trust and clause 23.2 does not apply and will continue to not apply whilst NCSRT maintains its charitable trust status.

23.4. **WDC May Remedy NCSRT's Default:** WDC may, without being under any obligation to do so, remedy any default or breach by NCSRT under this Lease at NCSRT's cost.

24. ESSENTIAL TERMS

24.1. **Essential Terms:** NCSRT's breach of the following terms is a breach of an essential term of this Lease:

- (a) **Payment of Rent:** The covenant to pay rent or other money payable by NCSRT under this Lease;
- (b) **Assignment and Subleasing:** The terms dealing with assignment and subleasing; or
- (c) **Use of Premises:** The terms restricting the use of the Premises.

24.2. **Waiver:** WDC's acceptance of any arrears of rent or other money payable under this Lease is not a waiver of the essential obligation to pay any other rent or money payable under this Lease.

24.3. **Compensation:** NCSRT must compensate WDC for any breach of this Lease. WDC may recover damages from NCSRT for those breaches. WDC's entitlement to compensation under this clause is in addition to any other remedy or entitlement of WDC (including the right to terminate this Lease).

25. COMPENSATION

25.1. **NCSRT's Acts or Omissions:** If any act or omission of NCSRT or their employees, agents, or invitees:

- (a) **Repudiation:** Is a repudiation of this Lease or of NCSRT's obligations under this Lease; or
- (b) **Breach of Lease:** Is a breach of any of NCSRT's obligations under this Lease;

NCSRT must compensate WDC for the loss or damage suffered by reason of the repudiation or breach during the whole of the Term subject to the limitation in clause 25.5 below.

25.2. **Entitlement:** WDC's entitlement to recover damages will not be affected or limited by:

- (a) **Abandonment:** NCSRT abandoning or vacating the Premises;
- (b) **Re-entry or Termination:** WDC electing to re-enter or to terminate this Lease;
- (c) **Acceptance of Repudiation:** WDC accepting NCSRT's repudiation; or
- (d) **Surrender:** The parties' conduct constituting a surrender by operation of law.

25.3. **Legal Proceedings:** WDC may bring legal proceedings against NCSRT claiming damages for the entire Term including the periods before and after:

- (a) **Premises Vacated:** NCSRT has vacated the Premises; and
- (b) **Abandonment, etc:** The abandonment, termination, repudiation, acceptance of repudiation or surrender by operation of law referred to in clause 25.2;

whether the proceedings are instituted before or after that conduct.

25.4. **Mitigation of Damages:** If NCSRT vacates the Premises, whether with or without WDC's consent, WDC must take reasonable steps to:

- (a) **Mitigate Damages:** Mitigate WDC's damages; and
- (b) **Lease Premises:** Endeavour to lease the Premises at a reasonable rent and on reasonable terms.

25.5. **Limitation:** The liability of NCSRT to WDC under each of clause 25.1 and clause 27.1 of this Lease shall be limited to the sum of ten million dollars (\$10,000,000).

26. NO WAIVER

26.1. WDC's waiver or failure to act in response to NCSRT's breach of any of NCSRT's obligations in this Lease will not operate as a waiver of:

- (a) **Waiver of Breach:** The same breach on any later occasion; or
- (b) **Waiver of Obligations:** Any other obligations in this Lease.

27. INDEMNITY

- 27.1. **WDC Indemnified:** Subject to the limitation set out in clause 25.5, NCSRT indemnifies WDC against all actions, proceedings, calls, claims, demands, losses, damages, costs, expenses or liabilities of any kind suffered or incurred by WDC resulting from an act or omission of NCSRT, their employees, agents or invitees (including any costs of carrying out any works to make good destruction or damage to the Premises, the Managed Area and/or the Shared Areas resulting from an act or omission of NCSRT, their employees, agents or invitees), except where section 268 of the Property Law Act 2007 applies.
- 27.2. **Insurance Indemnity:** Where section 268 of the Property Law Act 2007 applies, WDC indemnifies NCSRT against the cost of carrying out any works to make good the destruction or damage if NCSRT is obliged to make good such destruction or damage, provided that:
- (a) The destruction or damage was not intentionally done or caused by NCSRT or their employees, agents or invitees; or
 - (b) The destruction or damage was not the result of an act or omission by NCSRT or their employees, agents or invitees that:
 - (i) occurred on or about the Premises or on or about the whole or any part of the land on which the Premises are situated; and
 - (ii) constitutes an indictable offence within the meaning of the Summary Proceedings Act 1957; or
 - (c) Any insurance moneys that would otherwise have been payable to WDC for the destruction or damage are irrecoverable because of an act or omission of NCSRT or their employees, agents or invitees.

28. RESOLUTION OF DISPUTES

- 28.1. **Disputes:** Any dispute arising between the parties about:
- (a) **Interpretation:** The interpretation of this Lease;
 - (b) **Matters Arising:** Anything contained in or arising out of this Lease;
 - (c) **Rights, Liabilities or Duties:** The rights, liabilities or duties of WDC or NCSRT; or
 - (d) **Other Matters:** Any other matter touching on the relationship of WDC and NCSRT under this Lease (including claims in tort as well as in contract);
- will be:
- (e) Referred to the representatives for WDC and NCSRT to endeavour in good faith to resolve; and
 - (f) If necessary, referred to mediation with a mediator as agreed between the parties or failing agreement to a mediator appointed by the Arbitrators and Mediators Institute of New Zealand Inc.;
 - (g) If no agreement has been reached in mediation within twenty (20) working days of the referral to mediation (or within such further time as the parties may agree) then

either party may, by written notice to the other party, request that the dispute be referred to arbitration. If both parties agree, then the arbitration shall be by a single arbitrator or failing agreement then the arbitration shall be by an arbitrator appointed by the Arbitrators and Mediators Institute of New Zealand Inc. (that appointment shall be binding and subject to no appeal). The arbitration shall be conducted in accordance with the Arbitration Act 1996 (or any subsequent Act passed in its place); and

- (h) Nothing in this clause precludes a party seeking or obtaining any order or relief by way of injunction or declaration or other equitable or statutory remedy against the other party to the dispute or any other person where the party believes the order or relief is necessary for the urgent protection of that party's rights or property.

29. NOTICES

29.1. **Service of Notices:** Any notice or document required or authorised to be delivered or served under this Lease may be delivered or served:

- (a) **Property Law Act:** In any manner prescribed in Part 7 of the Property Law Act 2007 for the type of notice being served; or
- (b) **Email:** By email where permitted by the Property Law Act 2007 for a notice of its type.

29.2. **Time of Service:** Any notice or other document will be treated as delivered or served and received by the other party:

- (a) **Delivery:** On personal delivery;
- (b) **Registered Post:** Three days after being posted by prepaid registered post; or
- (c) **Email:** If sent by email, on the sender's receipt of an e-mail message indicating that the email has been opened by the recipient.

29.3. **Signature of Notices:** Any notice or document to be delivered or served under this Lease must be in writing and may be signed by:

- (a) **Attorney, etc:** Any attorney, officer, employee or solicitor for the party serving or giving the notice; or
- (b) **Authorised Person:** The party serving the notice or any other person authorised by that party.

30. LEASE NOT REGISTRABLE AND NO CAVEAT

30.1. WDC does not warrant that this Lease is in registrable form. NCSRT must not require registration of this Lease against the title to the Land nor register a caveat against the title to the Land.

31. WDC'S CONSENT

31.1. WDC's consent under this Lease is required for each occasion even if WDC has given a consent for the same or a similar purpose on an earlier occasion.

32. WDC'S CAPACITY

- 32.1. NCSRT acknowledges that this Lease is entered into by WDC in its capacity as registered proprietor of the Land and not as a regulatory authority. The two roles of Waimakariri District Council are different and any agreement, covenant, consent or approval, implied or otherwise, given or made by Waimakariri District Council under or in relation to this Lease is given or made in its capacity as registered proprietor of the Land and does not waive any requirement for, or imply, Waimakariri District Council's consent or approval in its capacity as a regulatory authority, nor fetter, restrict, or usurp the discretion of Waimakariri District Council in the performance of its functions in its capacity as a regulatory authority.

33. COMPLIANCE WITH REGULATORY REQUIREMENTS

- 33.1. This Lease has legal force and effect and is operational as between the parties from the date it is executed but is subject to and conditional upon fulfilment by WDC of any requirements imposed under any Regulatory Requirements. If WDC is unable to fulfil these Regulatory Requirements, then WDC may give written notice to NCSRT terminating this Lease whereupon NCSRT must immediately vacate the Premises and neither party shall have any right or remedy against the other without prejudice however to any right or remedies accruing prior to or on the date of termination. No money shall be refunded to NCSRT in this event.

34. CONFIDENTIALITY

- 34.1. NCSRT will, except where disclosure is required by law or where the information is already in the public domain, keep the terms of this Lease confidential but NCSRT may disclose to its professional advisers on a strictly confidential basis (which NCSRT must procure them to abide by).

35. NCSRT'S ACKNOWLEDGEMENTS

- 35.1. NCSRT acknowledges that any and all warranties or representations as to the fitness of the Premises or WDC's Infrastructure or Local Authority Infrastructure or any particular use made on behalf of or implied by law against WDC are expressly negated and NCSRT shall make no claims in respect thereof. In particular, NCSRT shall satisfy itself as to all planning requirements, matters pertaining to the Building Act 1991, the Building Act 2004, and the Resource Management Act 1991 insofar as they affect or pertain to the Premises or WDC's Infrastructure or Local Authority Infrastructure.

36. OPERATING AGREEMENT

- 36.1. If the Operating Agreement is terminated for any reason, WDC may at any time thereafter, at its absolute discretion, terminate this Lease by giving three (3) months written notice to NCSRT.

37. COUNTERPARTS

- 37.1. This Lease may be executed in any number of counterparts, each signed by one or more parties, each of which will be deemed to be an original and all of which taken together will constitute a single document. A scanned and emailed PDF copy of this Lease, showing a representation of the signature of a party, will be deemed to be an original counterpart copy of this Lease.

EXECUTION

**THE COMMON SEAL of
WAIMAKARIRI DISTRICT COUNCIL
was affixed in the presence of
its Authorised Officers:**

Signature of Authorised Officer

Signature of Authorised Officer

Name of Authorised Officer

Name of Authorised Officer

SIGNED for and on behalf of **NORTH**)
CANTERBURY SPORT AND RECREATION)
TRUST by its Authorised Officer:)

Name of Authorised Officer

Signature of Authorised Officer

in the presence of:

Witness:

Signature:

Name:

Occupation:

Residential Address:

**FIRST SCHEDULE
REFERENCE SCHEDULE**

WDC's Address:	215 High Street, Rangiora
NCSRT's Address:	C/- MainPower Stadium, 289 Coldstream Road, Rangiora
Land:	Means the land described as Lot 2 Deposited Plan 494882 in Record of Title 725126.
Premises:	That part of the Land shown outlined in red on the plan attached to this Lease in the Third Schedule and WDC's Infrastructure but excluding NCSRT's Improvements.
Initial Term:	Ten (10) years from the Commencement Date.
Renewal Term(s):	Two further terms of five (5) years each (subject to clause 3.1).
NCSRT's Improvements:	Refer to the list of NCSRT's Improvements in the Sixth Schedule.
WDC's Infrastructure:	Specialist floor cleaning machine for use on wooden sports floors
Commencement Date:	[1 April 2025]
Termination Date:	[31 March 2035]
Final Expiry Date:	[31 March 2045 (if all the Renewal Terms are exercised).]
Annual Rent:	\$(<i>insert Annual Rent figure</i>) plus GST (if any), per annum.
Rent Payment Dates:	The 1 st day of January, April, July and October in each year.
Rent Review Date(s):	The date three (3) years after the Commencement Date, and then every three (3) years after that.
Permitted Use:	Activities relating to the Gymnasium, Café, physiotherapy and ancillary office purposes.
Public Risk Insurance:	Ten million dollars (\$10,000,000)
Default Interest Rate:	12% per annum

SECOND SCHEDULE OUTGOINGS

Part A: NCSRT Outgoings

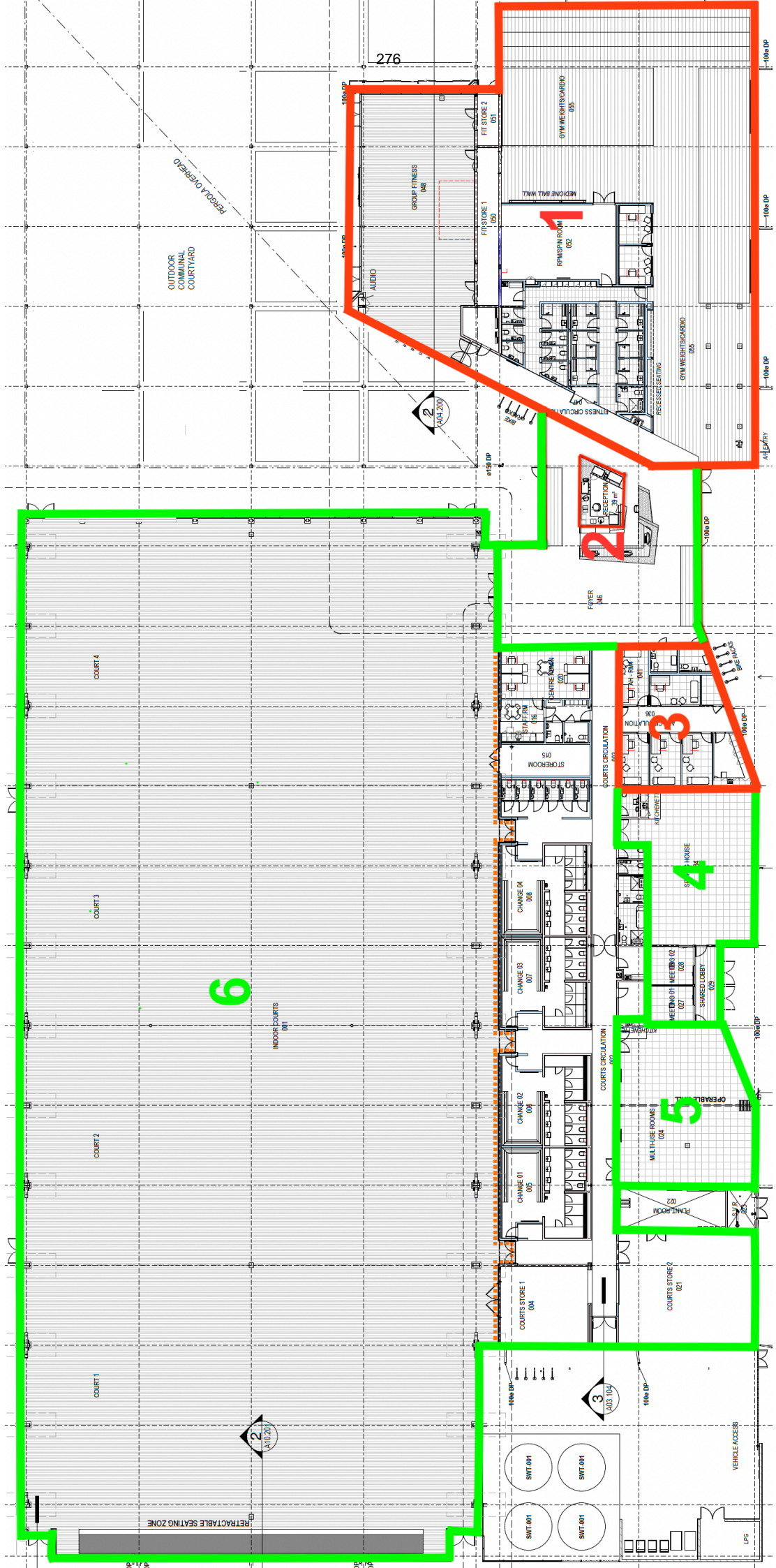
1. All charges for and costs relating to the supply of electricity, telecommunications, internet and/or fibre, gas, water, sewage, drainage, rubbish collection and recycling and other Utilities and Services supplied to the Premises as is further referred to in clause 9 of this Lease (but excluding such charges and costs paid directly by NCSRT).
2. New Zealand Fire Service charges and the maintenance charges in respect of all fire detection and fire-fighting equipment.
3. Any insurance excess in respect of a claim and insurance premiums and related valuation fees.
4. Service contract charges (if applicable) for air conditioning, other building services and security services.
5. Cleaning, maintenance and repair charges including charges for repainting, decorative repairs and the maintenance and repair of building services to the extent that such charges do not comprise part of the cost of a service maintenance contract, but excluding charges for Structural Repairs to the building (minor repairs to the roof of the building shall not be Structural Repairs), repairs due to defects in design or construction, inherent defects in the building and renewal or replacement of building services.
6. The provisioning of toilets and other shared facilities.

Part B: WDC Outgoings

1. Rates or levies payable to any local or territorial authority.
2. WDC's management expenses.
3. The costs incurred and payable to procure and provide any required Warrant of Fitness and obtaining reports as required by sections 108 and 110 of the Building Act 2004.

**THIRD SCHEDULE
PREMISES PLAN**

Refer to attached Plan.



**FOURTH SCHEDULE
CPI RENT INCREASE**

1. The Annual Rent payable from each CPI Rent Review Date shall be determined as follows:
 - (a) WDC shall adjust the annual rent on the basis of any increase (and not decrease) in the CPI by giving notice to NCSRT of the increase (if any) using the formula:

$A = B \times (C \div D)$

Where:

A = The CPI reviewed Annual Rent from the relevant CPI Rent Review Date

B = The Annual Rent payable immediately before the relevant CPI Rent Review Date

C = CPI for the quarter year ending immediately before the relevant CPI Rent Review Date

D = CPI for the quarter year ending immediately before the last CPI Rent Review Date or if there is no previous CPI Rent Review Date, the commencement date of the then current term of the Lease
 - (b) If the CPI is discontinued and not replaced, or if there is a material change to the basis of calculation of the CPI, or a resettling of the CPI, an appropriate index which reflects the change in the cost of living in New Zealand as nominated by WDC (acting reasonably) will be used.
 - (c) If the relevant CPI is not published at the relevant CPI Rent Review Date, as soon as the CPI is published an appropriate adjustment will be made to the rent (if necessary) with effect from the relevant CPI Rent Review Date.
 - (d) The Annual Rent payable as from the relevant CPI Rent Review Date shall not be less than the Annual Rent payable immediately preceding the CPI Rent Review Date or if there is no previous CPI Rent Review Date, the commencement date of the then current term of the Lease.
2. The new Annual Rent determined pursuant to this Schedule shall be payable from the relevant CPI Rent Review Date once it is determined by WDC and WDC provides notice of the amount of the new Annual Rent to NCSRT. Pending determination of the new Annual Rent, NCSRT will pay the Annual Rent that applies prior to the CPI Rent Review Date. On determination of the new Annual Rent, NCSRT will immediately pay any shortfall to WDC.
3. For the purposes of this Schedule, CPI means the Consumer Price Index as published by Statistics New Zealand.

**FIFTH SCHEDULE
OPERATING AGREEMENT**

Refer to attached copy of Operating Agreement.

**SIXTH SCHEDULE
LIST OF NCSRT'S IMPROVEMENTS**

Refer to attached list of NCSRT's Improvements.

List of NCSRT's Improvements

Sportshouse/Conference Room/Meeting Rooms

Furniture & Fittings

Cabinet, Chairs
Dining Furniture- Sportshouse
Leaners (8)
Office Furniture - Sportshouse

Plant & Equipment

TV 65" TCL - Sports House
TV 65" LG - Meeting Room
TV 65" LG - Meeting Room
TV - Conference Room
Projector - Conference Room
TV 50" TCL- Spare

Admin Office/Café/Foyer

Furniture & Fittings

Cafe Furniture
Free Standing Partitions (4)
Office Furniture - Administration
Visual Pinboards (7)

Office Equipment

Computer & Phone Set Up - Stadium
Desktop PC - Stadium Reception

Plant & Equipment

Samsung 65" Digital signage display
TV 50" Samsung - Café
TV 50" TCL - Reception
TV 50" TCL - Reception
TV 43" Samsung - Reception
TV 65" LG - Foyer
TV 65" LG - Foyer

Stadium /Storeroom

Furniture & Fittings

Chairs - Morley (96) Storage carts (4)

List of NCSRT's Improvements

Chairs - Stacker (262)

Flip Tables (17)

Shelf Units - Stadium

Plant & Equipment

Alpha Fit Evolve Storage Frame & Shelf

Ladder

Netball & Football goal trolleys

Other

Signage - Stadium

Wireless Network System

fordbaker valuation



MARKET RENTAL VALUATION SUMMARY REPORT

MainPower Stadium, 289 Coldstream Road, Rangiora 7473

Prepared for	Waimakariri District Council
Client	Waimakariri District Council
Inspection date	30 September 2024
Effective date	1 October 2024



SUMMARY REPORT



MainPower Stadium, 289 Coldstream Road, Rangiora 7473

1.1 VALUATION SUMMARY

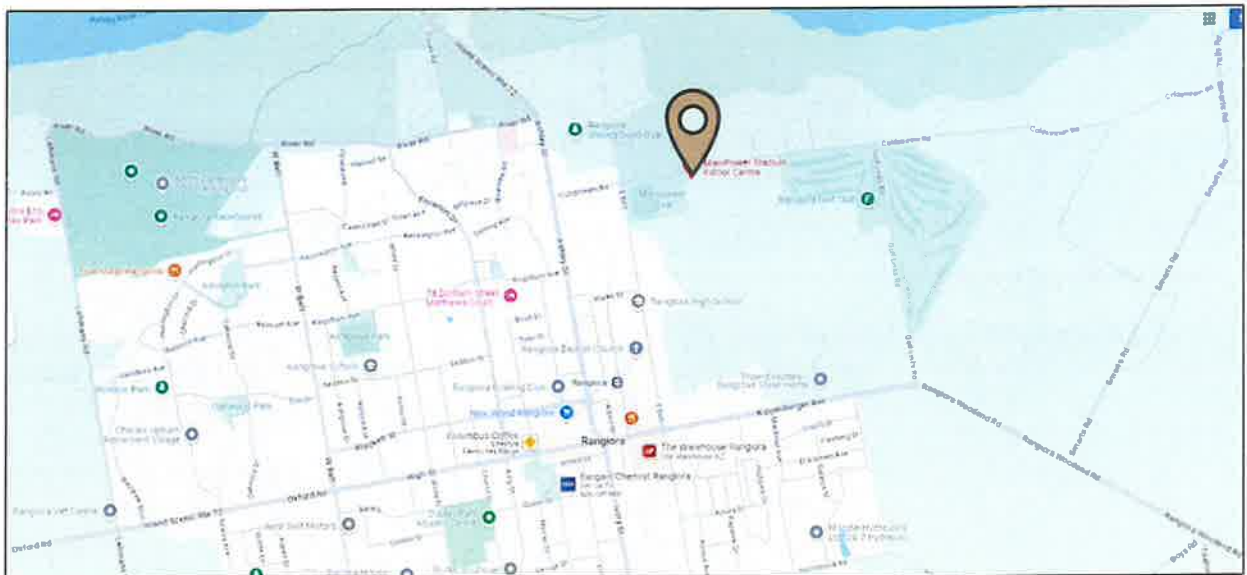
Report Prepared For	Waimakariri District Council
Instructing Party	Marty McGregor, Senior Sport and Recreation Consultant at Yardstick on behalf of the Waimakariri District Council
Client	Waimakariri District Council
Date of Inspection	30 September 2024
Effective Date	1 October 2024
Date of Report Preparation	4 October 2024
Purpose of Valuation	To assess the Market Rent for rent review purposes
Basis of Value	<p>For the purposes of our assessment, and in accordance with International Valuation Standards, Australian Property Institute (API) / Property Institute of New Zealand (PINZ) guidance notes, we have relied on the following definition of Market Rent:</p> <p><i>'The estimated amount for which a property would be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.'</i></p>
Valuation Standards	<p>The valuation has been completed in compliance with the following International Valuation Standards and Australia and New Zealand Valuation and Property Guidance Papers:</p> <ul style="list-style-type: none"> • IVS Framework – Fundamentals • IVS101 – Scope of Work • IVS102– Investigations and Compliance • IVS104– Bases of Value • IVS105– Valuation Approaches and Methods • IVS400– Real Property Interests • NZVGP505 – Assessing Rental Value • ANZVGP111 – Valuation Procedures – Real Property • NZVGP501 Goods & Services Tax in Property • ANZPGP201 – Disclaimer Clauses & Qualification Statements • NZPGP601 – Methods of Measurement <p>We note that this report does not conform with IVS103 – Reporting as it is an Executive Summary Report only.</p>

1.2 PROPERTY DETAILS

Record of Title

Estate	Fee Simple
Legal Description	Lot 2 Deposited Plan 494882
Identifier	725126
Land Registry	Canterbury
Registered Proprietor	Waimakariri District Council

Location



Source: www.google.co.nz/maps

The property is situated to the southern side of Coldstream Road adjacent to MainPower Oval and Waimakariri Hockey Turf, also near to Rangiora Golf Club, being to the north eastern fringe of the township of Rangiora. As such the property is located approximately 2 kilometres from Rangiora's Central Business District.

Land Description

Full Site Area	7.9840 hectares
Shape	Rectangular shaped site with subject building located towards the centre of the property.
Contour	Level
Aspect	Northerly facing street aspect
Zone	Rural zoned and coming within the Projected Infrastructure Boundary under the operative Waimakariri District Plan
Technical Land Category	Foundation category – Green Zone: N/A–Rural & Unmapped

Listed Land Use Register (LLUR) Identified HAIL Activities: A10 – Persistent pesticide bulk storage or use. This activity has defined from aerial photographs between 1994 and 2000 and as yet, it has not been investigated.

Site Plan/Aerial Photo



Source: <https://propertysearch.canterburymaps.govt.nz>

Improvement Details

Structural Improvements

Comprising part of MainPower Stadium, a purpose-built air-conditioned stadium completed to meet the needs of the local sporting community. The building was opened in 2021 and is to be managed by North Canterbury Sport and Recreation Trust.

Construction comprises concrete slab floor and foundations, concrete and inner sprung timber flooring to indoor courts, steel frame, concrete and glazed exterior cladding, steel profile roofing, predominantly plasterboard wall linings with various ceilings and aluminium framed window joinery.

The facility is fully air-conditioned and normal services are provided.

We have been asked to consider the centre as divided into 6 main categories which we will address as follows:

Area 1 – Gymnasium

Situated to the north-east corner of the building is a large-scale gymnasium facility comprising weight room/cardio area, group fitness area, PRAMA room, store rooms and various toilets, bathrooms and changing areas. The fit out has been completed by the Lessor.

Area 2 – Foyer, Reception and Café

This is the primary entrance into the facility with the foyer linking through to the various areas including the indoor sports courts and it includes the reception desk, café, casual dining areas and general waiting.

Area 3 – Physiotherapy

Located adjacent to the foyer are the physiotherapy and podiatry rooms comprising 5 treatment rooms, an office, storeroom and hallway. We have excluded the 2 common area bathroom amenities that are accessed from the foyer.

Area 4 – Offices and Meeting Rooms

Sports House office includes two meeting rooms, and they are situated midway along the east elevation of the building. It comprises a predominantly rectangular shaped room and is open plan, having a built-in kitchen bench. The 2 meeting rooms are served by a short hallway that also links through into the multi-use rooms. We have excluded the small bathroom amenity that is separately accessed from the Courts Circulation corridor adjacent to the entrance into this office.

Area 5 – Multi-Use Rooms

The multi-use rooms are located off the Courts Circulation corridor, adjacent to Area 4. It provides for a room that can be internally divided with a concertina wall extending down the centre and there is a small kitchen bench located adjacent to one set of entrance doors.

Area 6 – Sports Courts and Amenities

The major component of this area are the indoor sports courts which are primarily accessed from the foyer but there are also player entranceways positioned adjacent to the changing areas. Internal storage rooms are also provided and from the Courts Circulation corridor and the foyer are various toilets and bathrooms.

In addition, there is the centre administration room, staff room and staff amenities.

The layout can be illustrated on the following plan:



Seismic Strength

This building was completed in 2021 and therefore it will be constructed to a structural strength of at least 100% NBS.

Lettable Areas (as provided)

MainPower Stadium		
Area 1 – Gymnasium		
Gym weights/cardio	549.4 m ²	
RPM/spin room	60.3 m ²	
Toilets/change rooms	127.6 m ²	
Group fitness, hallways & storage	239.1 m ²	
Hallway	47.8 m ²	
Total Gymnasium		1024.2 m²
Area 2 – Reception & Café		
Reception/Café kiosk	39.0 m ²	
Foyer	215.7 m ²	
Total Reception/Café		254.7 m²
Area 3 – Physiotherapy		
Physiotherapy Rooms		94.5 m²
Area 4 – Offices & Meeting Rooms		
Sports House	123.2 m ²	
Meeting Rooms and Lobby	40.1 m ²	
Total Offices & Meeting Rooms		163.3 m²
Area 5 – Multi-Use Rooms		
Multi-Use Rooms		145.9 m²
Area 6 – Sports Courts and Amenities		
Sports Courts	3421.8 m ²	
Courts Store 1	49.5 m ²	
Storeroom	19.6 m ²	
Changing Rooms	203.0 m ²	
Centre Administration	31.5 m ²	
Staff Room and Bathroom	26.2 m ²	
Hallways and Corridors	176.9 m ²	
Various Public Toilets & Amenities	54.1 m ²	
Total Sports Courts and Amenities		3982.6 m²
MainPower Stadium Floor Area		5665.2 m²

Other Improvements	Car parking is provided in a significant open car parking area, along the eastern side of the building together with common car parking to the adjacent Waimakariri Hockey Turf.
Condition of Improvements	The building is virtually new, was well presented and therefore is in an excellent condition.
Occupancy Details	No details have been provided.
Key Property Characteristics	<ul style="list-style-type: none"> • Modern multi-use indoor sports facility • Office accommodation together with community rooms • Management of the facility is to be undertaken by the tenant • Synergy with adjacent sports grounds • North eastern fringe of Rangiora township

1.3 VALUATION APPROACH

We consider our valuation approaches as follows:

Market Approach

In order to determine market rent for the purposes of this assessment, we compare against market rental evidence, analysed upon an area rate basis. Subjective adjustments are typically applied to the comparable evidence to account for variations, between it and the subject, and location, the nature of improvements, premises size and time.

1.4 COMPARABLE EVIDENCE

We have considered market evidence from throughout the Greater Christchurch area. However, we draw your attention in particular to the following:

Address	Lease Type	Tenant	Premises Component	Analysis
Rangiora, Woodend and Kaiapoi Evidence				
288 Flaxton Road, Rangiora				
October-23	Review	Flaxton Road Bakery & Cafe	Premises	99.00 m ² @ \$295.00 per m ²
			Outdoor Courtyard	20 m ² @ \$35.00 per m ²
			Carparks	5 spaces @ \$12.50 per week
			Overall	99.00 m ² @ \$334.90 per m ²
346 Flaxton Road, Rangiora				
June-24	New Lease	Habit Health	Offices & Amenities	230.00 m ² @ \$222.70 per m ²
			Carparks	6 spaces @ \$12.50 per week
			Overall	230.00 m ² @ \$239.65 per m ²
4B Good Street, Rangiora				
November-23	Review	The Feed Shack	Premises	155.10 m ² @ \$315.93 per m ²
199 High Street, Rangiora				
April-24	New Lease	Resonate Health	Retail	195.00 m ² @ \$416.18 per m ²
65 Main North Road, Woodend				
December-23	New Lease	Three Llamas Coffee House	Premises	81.00 m ² @ \$327.63 per m ²
			Outdoor Dining	31.70 m ² @ \$60.00 per m ²
			Carparks	3 spaces @ \$10.00 per week
			Overall	81.00 m ² @ \$370.37 per m ²
38 Silverstream Boulevard, Kaiapoi				
August-23	New Lease	Self Realisation Meditation	Premise	52.00 m ² @ \$300.00 per m ²

Address	Lease Type	Tenant	Premises Component	Analysis	
Christchurch Evidence					
53 Caulfield Avenue, Halswell					
December-23	Renewal	Longhurst Dental Centre	Ground floor medical	128.78 m² @	\$400.00 per m²
January-24	Review	Amplifon NZ Limited	Ground floor medical	52.19 m² @	\$425.00 per m²
February-24	Review	Halswell Health	First floor medical	47.10 m² @	\$300.00 per m²
383 Colombo Street, Sydenham					
January-24	Renewal	Caci Clinic	Retail	139.86 m² @	\$275.00 per m²
			Carparks	2 spaces @	\$20.00 per week
			Overall	139.86 m² @	\$289.87 per m²
94 Disraeli Street, Sydenham					
February-24	New Lease	Medical	Premises	507.00 m² @	\$285.00 per m²
			Carparks	15 spaces @	\$20.00 per week
			Overall	507.00 m² @	\$315.77 per m²
48 Fitzgerald Avenue, Phillipstown					
April-24	New Lease	Natura Chiropractor	Office & Amenities	84.80 m² @	\$250.48 per m²
			Carparks	2 spaces @	\$20.00 per week
			Overall	84.80 m² @	\$275.01 per m²
1 Waimairi Road, Upper Riccarton					
July-23	Review	Southern Community Labs	Offices & Amenities	88.50 m² @	\$280.00 per m²
			Carparks	2 spaces @	\$25.00 per week
			Overall	88.50 m² @	\$309.38 per m²
4 Yaldhurst Road, Upper Riccarton					
May-23	New Lease	Church Corner Partnership	First floor medical	68.10 m² @	\$310.00 per m²
			Carparks	5 spaces @	\$20.00 per week
			Overall	68.10 m² @	\$386.36 per m²
February-23	Review	Amplifon NZ Limited	First floor medical	87.34 m² @	\$292.00 per m²
			Carparks	3 spaces @	\$20.00 per week
			Overall	87.34 m² @	\$327.72 per m²

1.5 USE OF MAINPOWER STADIUM

We have been provided with the door count indicating use of the Stadium providing for total numbers, gym users and stadium use. We have also calculated the rolling annual averages for those initial 8 months and 2024. The total door count can be shown as follows:

Use of MainPower Stadium	Door Counters			
	2023	2024	Rolling Annual	Variations
January	15877	19984	472057	4107
February	31521	33026	473562	1505
March	43474	45533	475621	2059
April	50523	43175	468273	-7348
May	47582	56981	477672	9399
June	56831	60876	481717	4045
July	55114	54005	480608	-1109
August	34100	52356	498864	18256
September	30805			
October	27205			
November	43670			
December	31248			
Totals	467950			30914

These door counts indicate that in 2023 the total user account of MainPower Stadium was 469,950 however the rolling annual average is now between 472,057 and 498,864.

As previously noted, this is separated out into gym users and stadium use and these statistics are as follows:

Use of Stadium	Gym Users				Stadium Use			
	2023	2024	Rolling Annual	Variations	2023	2024	Rolling Annual	Variations
January	11404	13292	158637	1888	4473	6692	313420	2219
February	12294	14191	160534	1897	19227	18835	313028	-392
March	13312	13329	160551	17	30162	32204	315070	2042
April	11298	13145	162398	1847	39225	30030	305875	-9195
May	13522	14521	163397	999	34060	42460	314275	8400
June	12990	13271	163678	281	43841	47605	318039	3764
July	13060	14643	165261	1583	42054	39362	315347	-2692
August	13800	14664	166125	864	20300	37692	332739	17392
September	14367				16438			
October	14696				12509			
November	14292				29378			
December	11714				19534			
Totals	156749			9376	311201			21538

The gym user numbers are relatively consistent and are around 165,000 users on an annual basis, amounting to around one third of all users with the balance generally being for stadium use or other services associated with the facility.

1.6 VALUATION

\$287,793 (Two Hundred and Eighty Seven Thousand Seven Hundred and Ninety Three Dollars), per annum, plus GST (if any).

Analysis is as follows:

MainPower Stadium			
Area 1 – Gymnasium	1024.2 m ² @	\$175/m ² =	\$179,235
Area 2 – Reception & Café	254.7 m ² @	\$0/m ² =	\$0
Area 2 Café Kiosk		\$250/week	\$13,000
Area 3 – Physiotherapy	94.5 m ² @	\$275/m ² =	\$25,988
Area 4 – Offices & Meeting Rooms	163.3 m ² @	\$225/m ² =	\$36,743
Area 5 – Multi-Use Rooms	145.9 m ² @	\$225/m ² =	\$32,828
Area 6 – Sports Courts and Amenities	3982.6 m ² @	\$0/m ² =	\$0
Assessed Market Rental – MainPower Stadium			\$287,793

Please note that we have not applied any rental to the reception and foyer area and have in effect applied a kiosk rate to the café and open area seating. Unless this is fully defined, we cannot be more specific in this assessment.

We have been provided with the

Similarly, the sports courts will be rented on an as used basis by the centre management. They will have predetermined rates for this occurrence.

Special Conditions

1. This assessment reflects market conditions up until the date of report only. Our assessment does not consider any potential future changes in the market that may be the result of unexpected circumstances (whether it is microeconomic (unexpected law change disrupting a sector of the market, disruption to the supply chain of an industry, etc) or macroeconomic (terrorist attacks, global financial crises, pandemic, etc)) beyond that envisaged at the date of valuation. Should the effective date be later than the date of report, our valuation reflects the market as at the date of report.
2. This valuation is made subject to the lease as provided, being fully enforceable with the rental paid in full and that there are no unknown rebates, rent free periods or other discounts. Should this not be the case then we would reserve the right to review our assessment.
3. This valuation is subject to the building having a seismic strength of not less than 100% New Building Standards (NBS).
4. This valuation is subject to the structural improvements on the site obtaining/maintaining full replacement cost insurance cover, including full earthquake/natural disaster cover.

Canterbury Earthquake

Canterbury has experienced several major earthquakes since 4 September 2010 along with numerous subsequent aftershocks.

Earthquake Information on Buildings

Buildings are generally required by legislation to have a minimum design life of 50 years, which we understand the chance of a one in 500 year event being exceeded in any 50 year period is approximately 10%. As a consequence of the Canterbury earthquakes, the relative earthquake risk of buildings has been created and is shown within the following table:

<i>Building Grade</i>	<i>Percentage New Building Standard Strength (% NBS)</i>	<i>Approximate Risk Relative to New Building</i>	<i>Risk Descriptions</i>
A+	Greater than 100%	Less than 1%	Low Risk
A	80% to 100%	One to two times	Low Risk
B	67% to 79%	Two to five times	Low or Medium Risk
C	34% to 66%	Five to 10 times	Medium Risk
D	20% to <34%	10 to 25 times	High Risk
E	Less than 20%	More than 25 times	Very High Risk

Compliance Statement

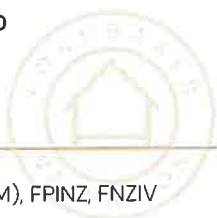
This valuation has been completed in accordance with The PINZ Code of Ethics, International Valuation Standards and API/PINZ Valuation Standards with the exception of IVS103 Reporting. It has been prepared on an executive summary basis, as requested, and is intended for the sole use of the client.

FordBaker Valuation Limited confirm that:

- The statements of fact presented in this report are correct to the best of the Valuers knowledge
- The analyses and conclusions are limited only by the reported assumptions and conditions
- The Valuer has no interest in the subject property
- The Valuers fee is not contingent upon any aspect of the report
- The Valuer has satisfied professional education requirements and holds a current Annual Practicing Certificate
- The Valuer has experience in the location and category of the property being valued
- The Valuer has made a personal inspection of the property and
- No one, except those specified in the report, has provided professional assistance in preparing the report.

For and on behalf of:

FORDBAKER VALUATION LIMITED

SIMON NEWBERRY – B COM, (VPM), FPINZ, FNZIV

REGISTERED VALUER

DIRECTOR

DDI: +64 3 964 4157

Email: simon@fordbaker.co.nz

Involvement:

Inspection

Valuation Calculation

Report Preparation

Appendices

Appendix 1 – Definitions, Qualifications & Disclaimers

APPENDIX 1



DEFINITIONS, QUALIFICATIONS & DISCLAIMERS

The valuation assessment contained herein is also subject to FordBaker Valuation Limited's Definitions, Qualifications and Disclaimers.

Professional Indemnity Cover

- We confirm that FordBaker Valuation holds and maintains a current professional indemnity insurance policy.

Consumer Guarantees Act 1993

- FordBaker Valuation Limited has a policy of not contracting out of the provisions of the Consumer Guarantees Act. Accordingly, where there is any conflict between any statement in this report and the Consumer Guarantees Act 1993, the latter shall prevail.

Conflicts of Interest

- We confirm that the Valuer has no financial interest or otherwise in the property and has no relationship with the vendor, purchasers or agents.

Publication, Responsibility and Report Ownership

- The report is not to be relied upon by any other person or for any other purpose other than those parties identified as the client and for the party listed as 'Report Prepared For' within the summary report. We accept no liability to third parties, nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report.
- We reserve the right to withhold our consent or to review the contents of this report in the event that our consent is sought.
- Neither the whole nor any part of any valuation report, or any reference to the same may be included in any published document, circular or statement without our written approval as to the form and context in which it may appear.
- This valuation does not in any way concern itself, either expressly or by implication with the ability of the mortgage applicant to meet the financial commitments arising therefrom.

Date, Basis of Valuation and Purpose

- This report is relevant as at the date of preparation and to circumstances prevailing at that time. However, within a changing economic environment, returns on investment and values can be susceptible to variation – sometimes over a relatively short time scale. We therefore strongly recommend that before any action is taken involving acquisition, disposal or borrowing, restructuring or any other transaction that you consult us.
- This valuation has been completed for the specific purpose stated in this report. No responsibility is accepted in the event that this report is used for any other purpose.
- The value provided in this valuation is our opinion of the current rental value on a willing lessee/willing lessor basis. That value may change in the future due to market conditions and changes to the state of the property which is the subject of this report.

Information, Sources and Reliance

- In the course of our assessment, reliance has been placed on sales data sourced from a variety of databases and/or from Real Estate agencies involved with these transactions. We have not sighted the sale and purchase agreements relating to all of these transactions. Our Valuation is completed on the basis that this information is correct and we reserve the right to amend our Valuation if that information proves to be incorrect.
- Where another party has supplied information to us, this information is believed to be reliable and accurate, but we can accept no responsibility if this should prove not to be so.
- The extent of investigation includes but is not limited to; an onsite inspection of the subject property and visual and/or virtual external inspections of comparable properties.

GST

- In accordance with PINZ Guidance Notes, all non-residential valuations are on the basis of plus GST (if any).
- All financial data and valuation conclusions contained within this report is exclusive of Goods and Services Tax unless otherwise stated.

Currency (NZDs)

- Unless otherwise stated all currencies within this report are in New Zealand Dollars.

Record/s of Title

- For the purposes of this report, where we have relied upon search copies from Property Smarts/QuickMap, of the Parent Record of Title, this report is issued on the understanding that this is an accurate copy and that there are no undisclosed changes to the documents or dealings that have not been advised to us.

Land Contamination and Boundaries

- We are not expert in geotechnical matters and therefore cannot therefore certify as to the structural soundness or integrity of the land. Our valuation is based on a visual inspection of the land only and assumes that there are no geotechnical issues with the property unless specifically identified. Should subsequent expert advice be counter to this, then we would reserve the right to review our valuation.
- We have not undertaken a survey of the property and its boundaries and assume no responsibility in connection with such matters. Unless otherwise stated, it is assumed that all improvements lie within the Record of Title boundaries. Any sketch, plan or map in this report is included to assist the reader in visualising the property and should not be relied upon as being definitive.

Land Information Memorandum/Property Information Memorandum (LIM/PIM)

- We have not obtained a Project and Land Information Memorandum from the Local Authority and recommend these be requested. We have therefore assumed that all building consents/permits have been obtained for the property and there are no major problems identified. If it is found within the Project and Land Information Memorandum that there are negative implications which may affect the property value, we reserve the right to review or reassess our valuation.

Building

- This report has been prepared for valuation purposes only and is not intended to be a structural or geotechnical survey unless otherwise stated. We have not sighted a qualified engineer's structural survey of the improvements, or its plant and equipment, nor are we a building construction and/or structural expert. We are therefore unable to certify as to structural soundness of the improvements. Prospective purchasers or mortgagees would need to make their own enquiries in this regard.
- This report is not intended to be an environmental survey. No enquiries in respect of any property or of any improvements thereon has been made for any sign of timber infestation, asbestos or other defect, whether latent or patent or structural.

- Substances such as asbestos, other chemicals, toxic wastes or other potentially hazardous materials could, if present, adversely affect the value of the property. The stated value estimate is on the assumption that there is no material on or in the property that would cause loss in value. No responsibility is assumed for any such conditions and the recipient of this report is advised that the Valuer is not qualified to detect such substances, quantify the impact on values or estimate the remedial cost.

Methods of Measurement

- Certified floor areas have previously been provided for MainPower Stadium. These have been adopted on the basis that they become lettable floor areas.
- Unless otherwise stated, all property measurements are in the conformity with the Guide for the Measurement of Rentable areas issued by the Property Council of New Zealand and Property Institute of New Zealand, dated March 2023.

Plant and Equipment

- Unless otherwise stated in this report, our valuation figures herein exclude any plant or equipment erected on or associated with the property. We have not undertaken engineering inspections or taken advice on any plant and equipment and we therefore take no responsibility for the condition or suitability thereof.
- In preparing the valuation it has been assumed that all services including but not limited to items such as lifts, hot and cold water systems, electrical systems, ventilating systems and other devices, fittings, installations or conveniences as are in the building are fully operational and conform to the current building, fire and government regulations and codes.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-09-10-02/250320047563**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Ken Howat, Parks and Facilities Team Leader**SUBJECT:** Oxford Health and Fitness Trust Loan Repayments**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 for the Oxford Health and Fitness Trust to delay the commencement of loan repayments until November 2025.
- 1.2. In October 2024 Council approved a loan of \$200,000 to the Oxford Health and Fitness Trust to enable an extension of the fitness centre located on Pearson Park in Oxford.
- 1.3. The details of the approved loan are identified below:
 - Loan \$200,000
 - Availability - In one lump sum on the commencement date
 - Interest Rate at commencement of the loan - 4.60% (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 repayment commencement date January 2025
 - Loan Expiry date 6 October 2034 (unless paid off earlier)
- 1.4. The Oxford Health and Fitness Trust (OHFT) is requesting a loan repayment commencement delay due to budget shortfall of \$10,000 to cover off prewire electrical and installation costs of heat pumps and extending the concrete access area for disabled access.
- 1.5. OHFT are aiming to have the build completed by end of April with the official opening planned for 2 May.

- 1.6. The original loan agreement stipulated repayments commencing January 2025 and concluding December 2034. The proposed changes to the loan period include starting repayments in November 2025 and extending the loan expiry date to October 2035.
- 1.7. The North Canterbury Sport Trust (NCST) have agreed to provide a short-term loan to the OHFT to cover the budget shortfall. Repayment of this loan would be via suspending the NCST rental payments on the fitness centre.
- 1.8. The OHFT own the facility and rent it to the NCST who manage and staff the centre. This relationship between the two entities is a key element to the success of the fitness centre. 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. This operating model has been successful over many years generating revenue to service debt. In addition to this, OHFT have supplied financial information which shows their ability to meet repayments.

2. **RECOMMENDATION**

THAT the Council

- (a) **Receives** Report No.250320047563
- (b) **Approves** the repayment of the \$200,000 loan to the Oxford Health and Fitness Trust be amended to commence November 2025 and conclude October 2035.
- (c) **Notes** that monthly loan repayments would be adjusted to reflect interest capitalised until payments begin in November.
- (d) **Notes** that the loan will have no effect on rates.
- (e) **Notes** that should 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 since confirmed that they had been unsuccessful in their application to the Rata Foundation for funding. As a result, the Trust contacted Council staff to progress a community loan in order to progress their extension.
- 3.3. In October 2024 Council approved a loan of \$200,000 to the Oxford Health and Fitness Trust to enable the extension of the fitness centre located on Pearson Park in Oxford.
- 3.4. The extension allows 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.



Figure 1 – Fitness Centre with extension location shaded

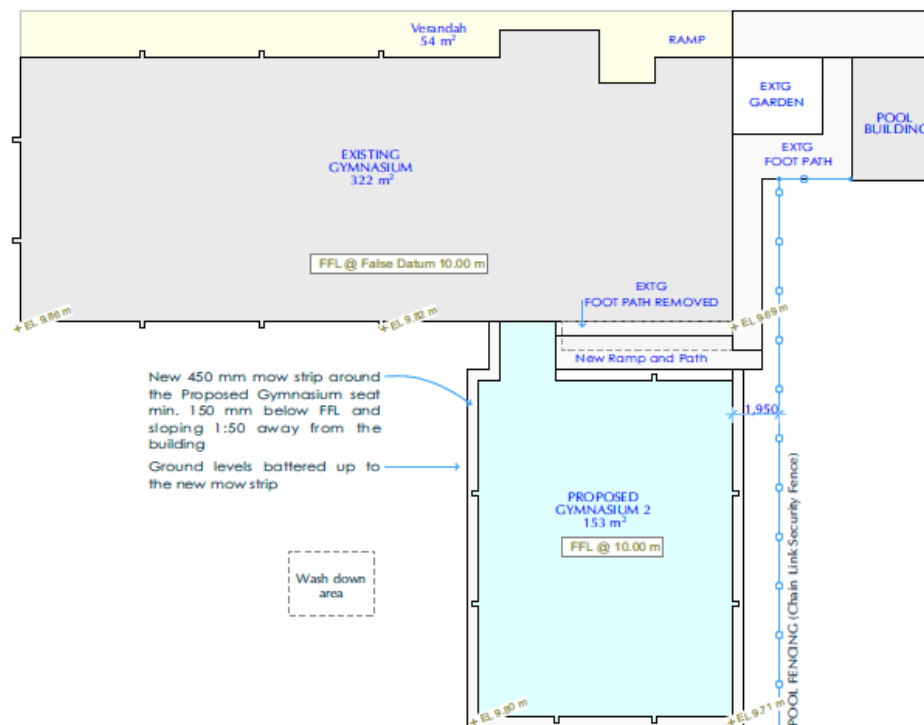


Figure 2 - Plan of Extension.

4. **ISSUES AND OPTIONS**

- 4.1. **Option 1** – Approve the requested amendment to the loan repayment commencement date as per the recommendations in this report. This is staffs preferred option.
- 4.2. The offer from NCST to provide a short-term loan to the OHFT to cover the budget shortfall which would be repaid through suspending the NCST rental payments, is a practical and workable solution to the OHFT project cost overrun. This option is also preferable to the OHFT approaching Council for further financial assistance.
- 4.3. The OHFT has a track record of successfully repaying loans having previously obtained a loan from the Rata Foundation for the original building. The operating model with NCST managing the facility has been successful over many years in generating revenue to service debt.
- 4.4. The extension will enable additional revenue generation through increased membership and the increased range of fitness activities will attract new members.
- 4.5. **Option 2** - Decline the request to suspend commencement of loan repayments to November 2025. Staff do not recommend this option.
- 4.6. This option would impact on the OHFT ability to complete the build project and service the loan.

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.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are 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. 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.

Financial Implications

- (f) There are not financial implications of the decisions sought by this report. The loan has already been approved and loan repayments would be adjusted to reflect interest capitalised until payments commence in November. The tables below identify the loan details including the adjusted monthly payments with repayments commencing November 2025 and January 2025 which was the original agreement.

Payment beginning November 2025	
LOAN REQUIRED	200,000
Interest Rate	4.60%
Rests	12
Term (Years)	10
Rests	12
Monthly Repayments	2,163.64
Annual repayment	25,963.68
Total Repayment	259,636.79

Payments beginning January 2025	
LOAN REQUIRED	200,000
Interest Rate	4.60%
Rests	12
Term (Years)	10
Rests	12
Monthly Repayments	2,082.42
Annual repayment	24,989.04
Total Repayment	249,890.40

This budget is not included in the Annual Plan/Long Term Plan.

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

6. CONTEXT

6.1. Consistency with Policy

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

6.2. Authorising Legislation

Local Government Act

6.3. 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.

6.4. Authorising Delegations

The Council has the delegation to enter into Loan agreements following a majority resolution being passed.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: EXT-39/250320047812


REPORT TO: COUNCIL

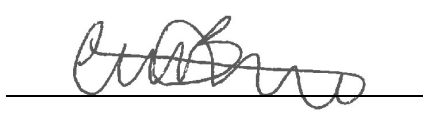
DATE OF MEETING: 01 April 2025

AUTHOR(S): Sylvia Docherty, Policy and Corporate Planning Team Leader

SUBJECT: Submission to Central Government Consultations October 2024 to March 2025

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


 General Manager


 pp Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to provide Council with the formal opportunity to receive submissions that have been submitted to meet the timeframes of central government consultations but were not able to be received at a formal Council meeting prior to the submission date.
- 1.2. During the preparation of the Council submissions in attachments 1 to 7, various issues and options related to the topic(s) were thoroughly examined. Where time permits staff have prepared and delivered Council workshops to outline the topic and provide staff recommendations for consideration and feedback. All Council submissions were shared with Elected Members in draft form prior to final review and signature by the Mayor and Chief Executive.

Attachments:

- i. Submission on Smokefree Environments and Regulated Products Amendment Bill No. 2 (241004171905)
- ii. Submission on Water Services Authority levy for Councils and CCOs (241212221192)
- iii. Submission on Commerce Commission levy for Councils and CCOs (241212221558)
- iv. Submission on Resource Management (consenting and other system changes) Amendment Bill (250117007022)
- v. Submission on NEMA review of Section 33 of the Guide to the National Civil Defence Management Plan (250213023292)
- vi. Submission on Local Government Water Services Bill (250218026371)
- vii. Submission on Speed Limit Reversals – transitional changes 2024-25 (250221028609)

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 250320047812.
- (b) **Endorses** the attached submission on the Smokefree Environments and Regulated Products Amendment Bill No. 2 (attachment i).
- (c) **Endorses** the attached submission on the Water Services Authority levy for Councils and CCOs (attachment ii)
- (d) **Endorses** the attached submission on the Commerce Commission levy for Councils and CCOs (attachment iii)

- (e) **Endorses** the attached submission on the Resource Management (consenting and other system changes) Amendment Bill (attachment iv)
- (f) **Endorses** the attached submission on the NEMA review of Section 33 of the Guide to the National Civil Defence Management Plan (attachment v)
- (g) **Endorses** the attached submission on the Local Government Water Services Bill (attachment vi)
- (h) **Endorses** the attached submission on the Speed Limit Reversals – transitional changes 2024-25 (attachment vii)
- (a) **Circulates** the report and attached submissions to the community boards for their information.

3. **BACKGROUND**

- 3.1. **Submission on Smokefree Environments and Regulated Products Amendment Bill No. 2** – Council made a submission on the Smokefree Environments and Regulated Products Amendment Bill No. 2 on 4 October 2024 (attachment i). In the submission the Council expressed its support for the proposed amendment to eliminate disposable vapes from the market, highlighting the importance of clear communication to avoid implementation issues. They acknowledged the appeal of disposable vapes to youth due to their convenience and affordability, viewing the ban as a crucial step in reducing youth vaping. However, the Council raised concerns about young people potentially turning to refillable vapes or tobacco products without stricter regulations on these alternatives. They advocated for higher penalties for unlawful sales to minors, suggested making vapes prescription-only, and called for increased monitoring of online vape sales to limit youth access. Additional Council recommendations included restricting the visibility of vape products in retail stores, limiting the number of vape shops and available flavours, and imposing proximity restrictions around youth-serving facilities such as schools and early childhood centres. The Council also sought clarity on the enforcement of current proximity regulations and whether local authorities would have a greater role in future regulatory efforts.

- 3.2. **Submission on Water Services Authority levy for Councils and CCOs** – A Council workshop held on 10 December 2024 introduced the consultation on the two proposed levies for water services. Feedback from this workshop contributed to the final submission that was made on 23 January 2025. In the submission (attachment ii), the Council supported the general intent of the Water Services Authority – Taumata Arowai levy for 2025 – 2028. However, sought further consideration to some of the proposals including the timescale for introducing the new levy; impact on already pressured budgets (and in turn ratepayers), and the apportion calculation including residents that do not benefit from Council water services.

The proposed Water Services Authority levy will necessitate an additional \$274,258 (excluding GST). When combined with the proposed Commerce Commission levy of \$86,120 (excluding GST), this will result in a rates increase of approximately 0.37%.

		Ex GST	Inc GST
Water Services Authority Levy	\$4.14 pp	\$274,258.44	\$315,397.21
Commerce Commission Levy	\$1.30 pp	\$86,119.80	\$99,037.77
Sub-total		\$360,378.24	\$414,434.98
Draft rates (ex GST)		\$98,572,000.00	\$113,357,800.00
Percentage		0.37%	

- 3.3. **Submission on Commerce Commission levy for Councils and CCOs** – the Council submission to the Commerce Commission was submitted on 23 January 2025 (attachment

iii). In the submission, the Council responded to the ten questions provided in the consultation that covered the structure, design and implementation of the levy as well as the apportionment of the levy. Messaging in the submission was similar to the Water Services Authority levy submission and recommended that apportionment should be on a basis on the number of connections to the public network rather than the 2023 Census population figure. The Council also requested that the levy be delayed until 1 July 2026 with regular reviews to ensure it is being administered efficiently and achieving desired outcomes.

3.4. **Submission on Resource Management (consenting and other system changes) Amendment Bill**

- Council made a submission on the Resource Management (consenting and other system changes) Amendment Bill (the Bill) (attachment iv) on 10 February 2025. Prior to making the submission, the issues were discussed at a Council workshop on 4 February. The Bill's intent is to simplify the RMA system while enabling certainty for infrastructure development, growth and investment. Council supported the general intent of the Bill, however concerns were raised regarding the continued number of 'small' small changes to the RMA ahead of the significant reform of the RMA that has been signalled for later in 2025. Council was also concerned that changes to the RMA hearings process and Streamlined Planning Process panel selection may result in a negative impact on local democracy. Council asked to present an oral submission at the Select Committee hearing. On 6 March Mayor Dan Gordon and Kelly LaValley, General Manager – Planning, Regulation and Environment presenting to the Environment Select Committee.

3.5. **Submission on NEMA review of Section 33 of the Guide to the National Civil Defence Management Plan**

- Submissions for the first stage of NEMA's review of Section 33 of the Guide to the National CDEM Plan opened on 28 January 2025. Section 33 sets out the Government's policies for reimbursing local authorities for some of the costs they incur responding to and recovering from emergency events. Staff held a workshop with Council on 18 February 2025 to gather Council input on what should be included in this submission, as well as what points staff were proposing to include. Following Council feedback on the draft submission, the Council position contained in the final submission considered the following points:

- Use a high trust model for reimbursement to local authorities and follow up with an audit during phase two/three of recovery.
- Reassess the current threshold for reimbursement regarding costs incurred by local authorities
- Reimbursement for welfare costs should extend to both the response and recovery phase of an emergency
- Remove the CDEM Group Emergency Management Office requirement from the response and recovery claims process when the territorial authority involved is not part of a centralised CDEM group
- Introduce provisions that specifically enable iwi-Māori to directly claim welfare costs in the same way Councils are enabled to through the Guide
- Reconsider the eligibility criteria for certain welfare costs
- Clarify intended reimbursement timeframes to aid in local authority decision-making in the event of a large-scale emergency
- Risk associated with insurance and the need for a new funding model
- Access to welfare cost support for lifestyle block owners

The final submission was signed off by the Mayor and Chief Executive and sent to NEMA on 28 February 2025.

3.6. **Submission on Local Government Water Services Bill** – The Local Government Water Services Bill is the third proposed Bill in the Local Water Done Well policy programme.

This Bill aims to establish a new regulatory framework for water services delivery, addressing several gaps identified in the Preliminary Arrangements Act. A Council workshop was held on 18 February 2025 to introduce the Bill to the Council, share staff recommendations, and seek feedback. A submission was made on 21 February 2025 (attachment iv), supporting the general intent of the Bill and specifically highlighting the Bill's intention for councils to determine their own outcomes for water service arrangements, considering wider organisational and ratepayer impacts. The Council suggested that the Water Services Strategy, when introduced, should extend the timeframe to acknowledge the critical need for long-term renewal funding over the full asset life cycle of 100-plus years, particularly in high-growth areas such as Waimakariri. The Council also highlighted differences in the Bill and the Local Government Act 2002 (LGA) regarding power of entry and recommend a consistent approach with the LGA. On 5 March Mayor Dan Gordon and Jeff Millward, Chief Executive, presented to the Finance and Expenditure Committee.

- 3.7. **Submission on Speed Limit Reversals – transitional changes 2024-25** – this consultation was specifically related to a NZTA proposal to reverse the speed limit on SH1 between Woodend Beach Road and the start of the Christchurch Northern Motorway south of Williams Street. Council received a report on the draft submission on 5 March 2025 to provide feedback. The final submission (attachment vii) noted Council's support for the general intent of the existing Setting of Speed Limits Rule 2024. However, given high turning and through volumes, traffic safety, speed limit consistency, and future network considerations, the Council strongly supports maintaining the existing speed limit of 80 km/h on the SH1 corridor south of Woodend.

4. **ISSUES AND OPTIONS**

- 4.1. Issues and options in relation to the topic and the subject of each submission were canvassed as part of preparing the submission. Where time permits staff prepare and deliver Council workshops to outline the topic and provide staff recommendations for consideration and feedback. All Council submissions are shared with Elected Members in draft form prior to final review and signing by the Mayor and Chief Executive.
- 4.2. There are no anticipated issues with this report. The Council has two options: it may receive the report, or request staff to withdraw any or all of the submissions.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Council submission to central government consultations are an opportunity to highlight the impact any proposals have on the Council and wider Waimakariri community.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report. The previous report to Council on the speed limit reversal on 5 March 2025 noted possible impact for Ngāi Tūāhuriri and that NZTA would be engaging directly with the hapū.

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. Consideration of any specific groups or organisations impacted by the proposals being consulted on would be undertaken at the time of preparing workshops and draft submissions for Council feedback.

5.3. **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts. Consideration of any sustainability and climate change impacts would be undertaken at the time of preparing workshops and draft submissions for Council feedback.

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**

Local Government Act 2002

7.3. **Consistency with Community Outcomes**

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

7.4. **Authorising Delegations**

No additional delegations are requested as a result of this report.

Our Reference: EXT-39 /240926165431

27 September 2024

Health Committee
Parliament Buildings
Wellington

Waimakariri District Council Submission on Smokefree Environments and Regulated Products Amendment Bill (No 2)

Introduction

- 1.1 The Waimakariri District Council (WDC) appreciates the opportunity to comment on the Smokefree Environments and Regulated Products Amendment Bill (No. 2). The WDC supports strengthening the regulatory framework for vaping and believes it is a timely requirement for the country, where about 15% of individuals aged 15-17 vape daily (Source: Vaping Prevalence and Trends: 2022/23 NZ Health Survey).
- 1.2 WDC believes in a participatory approach to responding to the Government's consultations. This approach has become pivotal for this submission, as vaping remains a widespread social issue affecting youth regardless of gender and ethnicity. We believe that the information regarding the proposed amendments and the timeframe given for this submission are insufficient to engage with the community and partners to form an inclusive and representative response. Therefore, we respectfully remind the Government that when it chooses to consult, it has an obligation to provide sufficient information and time.

2. Waimakariri District Council

- 2.1 Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The District is approximately 225,000 hectares in area and extends from Pegasus Bay in the east to the Puketeraki Ranges in the west. It lies within the takiwā of Ngāi Tūāhuriri one of the primary hapu of Te Rūnanga o Ngāi Tahu. The District shares boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.
- 2.2 Geographically, socio-culturally and economically Waimakariri District is primarily a rural district. People identify with and are attracted to a 'country lifestyle'. However, the district's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population. Primary production and construction are the largest industry sectors.
- 2.3 The district is home to approximately 69 000 people, including nearly 5800 Māori. The majority of the residents (approximately 60 percent) live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the District's rural areas, including approximately 6000 rural-residential or rural 'lifestyle' blocks.

- 2.4 WDC bears the responsibility of a wide range of local services that have a direct impact on the livelihoods and well-being of its residents. Vaping among youth has become a concern in the district, affecting all aspect of their well-being; economic, social, cultural and environmental. WDC believes that restrictions limiting the availability and accessibility of vape products will be a promising strategy to reduce vaping among youth.

3. Submission points

Banning the manufacture, sales, supply and distribution of disposable vapes

- 3.1 WDC is supportive of the proposed amendment to eliminate disposable vapes from the market. We believe that it will be important to communicate with the wider community, including manufacturers, vape sellers, suppliers, and distributors, the Government's definition of 'disposable vape' in order to avoid misunderstandings and other practical problems that could arise during the implementation of the proposed changes.
- 3.2 We recognize that the features of disposable vapes have made them very appealing to young people. Their convenience, affordability, and accessibility make them particularly attractive to those new to vaping. Given this, banning the manufacturing, sale, supply, and distribution of disposable vapes will be a good strategy that the Government can use to minimize or prevent youth from using vapes.
- 3.3 In the absence of disposable vapes, there is a risk that youth may turn to alternatives such as refillable vapes or tobacco smoking. Vaping was originally intended as a pathway away from smoking. However, without adequate legislation supporting tobacco and refillable vaping, this could lead to an unintended increase in the use of these products. We are interested in understanding the Government's plans or strategies to prevent such problematic situations.

Increasing penalties for unlawful sales of regulated products to minors

- 3.4 We understand that raising penalties for unlawful sales is intended to enhance compliance among retailers and online sellers, ensuring they responsibly handle regulated products. We believe this measure will positively impact the reduction of availability and accessibility of these products to the younger generation.
- 3.5 Furthermore, we suggest that the Government adopt a prescription only regulatory approach for vapes. This will further decrease widespread usage while allowing the advantage of using vapes as a smoking cessation tool. If the government decides to make vapes prescription-only, it will become illegal for individuals to import vapes from overseas.
- 3.6 WDC doubts how the internet sale of vape products is monitored to prevent youth from purchasing them. The younger generation is tech-savvy, and we recommend that the Government seriously consider restrictions on online sales of vape products if it intends to see a significant reduction in youth vaping. There is a higher risk for youth to become victims of online vape product sellers, as they are much more likely to shop online. Online sellers do not implement necessary controls to prevent the illegal sale of vape products to minors. Age verification systems, in particular, are ineffective at preventing underage access to vape products via the internet.

- 3.7 Vapes are affordable products, which contributes to their widespread popularity among the younger generation. We recommend that the Government consider strategies to reduce the affordability of vapes through pricing. Increasing the product price would limit the number and frequency of vape purchases.

Imposing retail visibility restrictions for vaping products

- 3.8 Visibility of vaping products is a factor that influences youth attitudes and intentions to vape, and we appreciate that the Government considers this seriously. We are concerned about product displays in general retail stores (e.g., dairies) as well as vape shop display windows because they may increase youth exposure to vape products and reinforce the social acceptability of vaping.
- 3.9 However, restrictions on visibility are not sufficient to achieve the expected result unless the Government takes measures to reduce the number of vape shops and their geographic distribution. WDC recommends implementing regulations to limit the number and density of vape stores in the country.
- 3.10 Reducing the appeal of vape products is also a key factor that needs Government attention. Flavoured vape products attract young people to experiment with and continue vaping. We believe there is an urgent need to reduce the youth appeal of vapes. We recommend that the Government consider limiting the number of flavours available on the market. We do not see a need for a wide range of flavours, as vaping is promoted as a smoking cessation tool.

Including early childhood education centres in proximity restrictions for specialist vape retailers

- 3.11 The Waimakariri District Council is concerned about the proximity of vape stores, particularly to youth-serving facilities (e.g., schools, libraries, parks, and playgrounds). We strongly encourage the Government to impose restrictions on the sale of vaping products within certain boundaries of early childhood education centres. We recommend that the Government consider implementing proximity limits between vape shops to prevent clustering and reduce store density.
- 3.12 We understand that the Ministry of Health is currently solely responsible for regulating vape stores. However, we are unclear about how the Government enforces the existing requirement that vape outlets be at least 300 metres away from schools and marae. In addition, we would like to know what plans the Government has for delegating power to Territorial Authorities to regulate proximity restrictions.

4. Conclusions

- 4.1 We thank the government for the opportunity to comment on the Smokefree Environments and Regulated Products Amendment Bill (No. 2).
- 4.2 The Waimakariri District Council strongly supports all the amendments to the Smokefree Environments and Regulated Products Act 1990 and anticipates that these changes will help reduce youth vaping by decreasing their exposure to vapes and limiting their access to vape products.

- 4.3 However, there are other factors the Government needs to consider if they expect to see a significant change in youth vaping. Some of these include:
- Reducing the appeal of vapes by limiting flavors
 - Increasing restrictions on online sales of vapes
 - Make vapes prescription-only in the country
 - Limiting the number of vape stores and their density

Contact details

Our contact person for questions is Nadeesha Thenuwara, Policy Analyst
(nadeesha.thenuwaraacharige@wmk.govt.nz)



Dan Gordon

Mayor
Waimakariri District Council



Jeff Millward

Chief Executive
Waimakariri District Council

23 January 2025

Consultation on Water Services Authority – Taumata Arowai levy for 2025 – 2028

Level 2

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WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON WATER SERVICES AUTHORITY TAUMATA AROWAI LEVY FOR 2025 – 2028

1. Introduction

- 1.1. The Waimakariri District Council (the Council) thanks the Ministry of Business, Innovation and Employment and the Water Services Authority – Taumata Arowai (the Authority) for the opportunity to provide a submission on the Water Services Authority – Taumata Arowai levy for 2025 – 2028.
- 1.2. We note the Ministry of Business, Innovation and Employment and the Ministry for the Environment are consulting on the Water Services Authority – Taumata Arowai levy for 2025 – 2028 until 24 January 2025. This consultation relates to the provision of levies in the Water Services Act 2021.
- 1.3. The Council supports the general intent of the Water Services Authority – Taumata Arowai levy for 2025 – 2028. However, we encourage further consideration be given to the proposals, notably timing, impact on already pressured budgets (and in turn ratepayers), and the apportion calculation including residents that do not benefit from Council water services
- 1.4. The Council supports a proactive role of the Authority in working with councils to delivering greater compliance of water services with associated costs and requirements proportionate to the level of regulatory activity required.

2. Background / Context

- 2.1. Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The district lies within the takiwā of Ngāi Tūāhuriri, a hapū of Ngāi Tahu. It extends from Pegasus Bay in the east to the Puketeraki Ranges in the west, sharing boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.
- 2.2. The Waimakariri District is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is located in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora,

Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural 'lifestyle' blocks.

- 2.3. Geographically, socio-culturally and economically Waimakariri District is primarily a rural district. People identify with and are attracted to a 'country lifestyle'. However, the District's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population. As such, primary production and construction are the district's two largest economic sectors.
- 2.4. The Council currently provides reticulated water supplies for approximately 80% of the District's population, from 11 physically distinct schemes serving approximately 56,000 residents. The on-demand schemes are provided with a common level of service, while restricted and semi-restricted levels of service are scheme specific. All schemes are managed through Activity Management Plans (AMPs) and are operated in accordance with their respective resource consent conditions. The two main types of supplies are on-demand (supplying urban areas) and restricted or semi-restricted (supplying rural and rural-residential areas).
- 2.5. Approximately 20% of residents, including many on rural lifestyle blocks (0.5-4ha), have private drinking water supplies, on-site wastewater disposal systems, and are not connected to reticulated stormwater systems.
- 2.6. The majority of properties in the Ashley, Loburn and Sefton areas are connected to the Ashley Rural Water Supply scheme administered by the Hurunui District Council. This scheme supplies water to about 1,680 properties within the Waimakariri District Council boundaries, but is owned, managed and operated by the Hurunui District Council. This is an example in practice of shared service arrangements that have been in place prior to discussions about water reform.
- 2.7. Over the last 20 years WDC have spent \$100m on three waters infrastructure upgrades. A further \$139m is allocated in our Long-Term Plan (LTP) for drinking water safety upgrades, improved wastewater treatment and to address flood risk over the next 10 years. Our 30-Year Infrastructure Strategy is a risk-based renewals policy and operates in conjunction with a 150-year renewal programme which aims to replace highly critical infrastructure at 85% of its expected lifespan.

3. Key Submission Points

Introduction

- 3.1. **Question 8. What are the most important issues that you/your organisation believes should be addressed by the Authority?** The Council acknowledge the regulatory functions of the Authority are drinking water and network environmental standards. As a high performer in Water Services provision, we identify the issue of consistency of high performance and compliance across all New Zealand water networks.

- 3.2. **Question 9. How would you like the Authority to engage with you/your organisation?** We support a proactive approach working with the Authority. We think the Authority should proactively engage by meeting councils including undertaking site visits with staff. Regular 2-way online workshops would also be beneficial with councils and the Authority, to share learnings and build an understanding of local and national issues and requirements.

Part 1 – Levy Structure

- 3.3. **Question 10. Do you/your organisation have views on the preferred option detailed in the Levy Structure section of the discussion document?** We acknowledge and support the purpose of the preferred option of Territorial Authorities (TAs) funding the majority of the Authority to support financial accountability of the Authority, however, note that the flat rate proposed does not support the 'exacerbator pays' principle outlined in the levy structure section of the discussion document.
- 3.4. **Question 11. Do you/your organisation agree with the focus, in the first levy period, on councils?** The Council wishes to highlight the current fiscal pressures that will be further impacted by including two new water regulation levies from next year. This is at a time when our Council is taking a very constrained approach to our budgets in order to limit rate rises, and councils nationwide are being criticised for rate increases. The proposed levy would be paid for by the community, and an increased cost outside of Council control to limit or minimise. The Council supports the 'exacerbator pays' principle being applied to the core regulation activities in the first levy period that would allow councils that perform well to have a reduced levy, noting a delayed start to 1 July 2026 would allow this to be considered.

Part 2 – Levy Design

- 3.5. **Question 12. Do you/your organisation have any comments on the proposal to separate levies for drinking water, wastewater and stormwater?** The proposed approach is aligned with the WDC targeted rating model that separates drinking water, wastewater and stormwater services and recognises that not all properties are serviced with all three water services. This is something the Council supports.
- 3.6. **Question 13. Would splitting the levy between drinking water, wastewater and stormwater result in any benefit for your organisation, or create any barriers (whether now or in the future)?** Splitting the levy will support the WDC targeted rating model as mentioned in response to question 12.

Part 3 – Levy apportionment

- 3.7. **Question 14. Do you/your organisation have any comments on the preferred option of an apportionment approach of charging the levy on a per-person rate?** Noting that Waimakariri District Council has a lower-than-average provision of water services across the District at approximately 80% compared to the national average of 84%, we recommend consideration be given to a model calculated on the number of water/service connections across the District rather than a per-person rate.

- 3.8. **Question 15. Would the proposed apportionment approach create any challenges for your organisation?** The proposed apportionment by population applies regulator costs to all residents regardless of their water services provider. An apportionment approach by connection would be fairer as it would reflect the properties impacted by the regulatory services being funded.

Part 4 – Levy Implementation

- 3.9. **Question 16. Do you/your organisation see any issues with your implementation of the levy (receipt of invoices, payment and passing the cost on as you may determine)?** We do not identify any issues with implementation of the levy or levies. WDC have a targeted rating model for the provision of drinking water, wastewater and stormwater services that can be adapted to incorporate new regulation levies.
- 3.10. **Question 17. Would the proposed implementation approach create any challenges for your organisation?** As a significant proportion of Waimakariri residents have private water services, charging a regulation levy for a Council service they do not receive does not seem equitable. We also highlight the tight timeframe for implementing a new levy charge as we are well progressed in the development of the 2025/2026 Annual Plan. This consultation is being undertaken at a time when the draft Annual Plan has already been developed. We suggest delaying the levy commencing until 1 July 2026 that would allow sufficient time for the council to plan how to implement the levy.
- 3.11. **Question 18. Do you/your organisation have a preference for when the levy should be reviewed next?** The Council support a review after two years in line with the review of the proposed Commerce Commission levy.

4. Summary of Position and Recommendations

The Council supports the general intent of the Water Services Authority – Taumata Arowai levy for 2025 – 2028 including a cost-effective approach. However, we encourage further consideration be given to the proposals, notably timing, impact on already pressurised budgets and the apportion calculation including residents that do not benefit from Council water services.

The proposed Water Services Authority levy will necessitate an additional \$274,258 (excluding GST). When combined with the proposed Commerce Commission levy of \$86,120 (excluding GST), this will result in a rates increase of approximately 0.37%.

		Ex GST	Inc GST
Water Services Authority Levy	\$4.14 pp	\$274,258.44	\$315,397.21
Commerce Commission Levy	\$1.30 pp	\$86,119.80	\$99,037.77
Sub-total		\$360,378.24	\$414,434.98
Draft rates (ex GST)		\$98,572,000.00	\$113,357,800.00
Percentage		0.37%	

Finally, as a council that has consistently provided high quality service to our ratepayers, met required standards and maintained low costs, the proposed levy seems like a punitive charge on our community. We highlight that the regulation of Water Services by both the Water Services Authority and the Commerce Commission is a duplication of services and levies. We ask whether there is an opportunity for all water service regulation to be undertaken by the Authority.

Our contact for service and questions is Sylvia Docherty – Policy & Corporate Planning Team Leader (03 266 9173 or sylvia.docherty@wmk.govt.nz).

The Council would like to speak in support of its submission.

Yours faithfully



Dan Gordon
Mayor
Waimakariri District Council



Jeff Millward
Chief Executive
Waimakariri District Council

23 January 2025

Consultation on Commerce Commission Levy
Competition Policy Team
Building, Resources and Markets
Ministry of Business, Innovation & Employment
PO Box 1473
Wellington 6140

competition.policy@mbie.govt.nz

WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON COMMERCE COMMISSION LEVY FOR 2025 – 2028

1. Introduction

- 1.1. The Waimakariri District Council (the Council) thanks the Ministry of Business, Innovation for the opportunity to provide a submission on the Commerce Commission levy for the economic regulation of water services.
- 1.2. We note the Ministry of Business, Innovation and Employment is consulting on the Commerce Commission levy for the economic regulation of water services until 24 January 2025. This consultation relates to the Local Government Water Services Bill.
- 1.3. The Council supports the general intent of the Commerce Commission levy for the economic regulation of water services. However, we encourage further consideration be given to the proposals, notably timing, impact on already pressured budgets (and in turn ratepayers), and the apportionment calculation including residents that do not benefit from Council water services.

2. Background / Context

- 2.1. Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The district lies within the takiwā of Ngāi Tūāhuriri, a hapū of Ngāi Tahu. It extends from Pegasus Bay in the east to the Puketeraki Ranges in the west, sharing boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.
- 2.2. The Waimakariri District is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is located in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural 'lifestyle' blocks.

- 2.3. Geographically, socio-culturally and economically Waimakariri District is primarily a rural district. People identify with and are attracted to a 'country lifestyle'. However, the District's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population. As such, primary production and construction are the district's two largest economic sectors.
- 2.4. The Council currently provides reticulated water supplies for approximately 80% of the District's population, from 11 physically distinct schemes serving approximately 56,000 residents. The on-demand schemes are provided with a common level of service, while restricted and semi-restricted levels of service are scheme specific. All schemes are managed through Activity Management Plans (AMPs) and are operated in accordance with their respective resource consent conditions. The two main types of supplies are on-demand (supplying urban areas) and restricted or semi-restricted (supplying rural and rural-residential areas).
- 2.5. Approximately 20% of residents, including many on rural lifestyle blocks (0.5-4ha), have private drinking water supplies, on-site wastewater disposal systems, and are not connected to reticulated stormwater systems.
- 2.6. The majority of properties in the Ashley, Loburn and Sefton areas are connected to the Ashley Rural Water Supply scheme administered by the Hurunui District Council. This scheme supplies water to about 1,680 properties within the Waimakariri District Council boundaries, but is owned, managed and operated by the Hurunui District Council. This is an example in practice of shared service arrangements that have been in place prior to discussions about water reform.
- 2.7. Over the last 20 years WDC have spent \$100m on three waters infrastructure upgrades. A further \$139m is allocated in our Long-Term Plan (LTP) for drinking water safety upgrades, improved wastewater treatment and to address flood risk over the next 10 years. Our 30-Year Infrastructure Strategy is a risk-based renewals policy and operates in conjunction with a 150-year renewal programme which aims to replace highly critical infrastructure at 85% of its expected lifespan.

3. Key Submission Points

Part 1 – Levy Structure

- 3.1. **Question 1. What are your views on the preferred option for a levy to fully recover the costs of the Commission's new functions from 1 July 2025 onwards from regulated water services suppliers, excluding litigation and Crown Monitor costs for Watercare? Please provide reasons.** We acknowledge and support the preferred option. However, we highlight concerns about the short time between this consultation and implementation. We support a capped budget for the Commission expenditure for core regulation of water services that will reduce the financial risk to councils.

Part 2 – Levy Design

- 3.2. **Question 2. What are your views on the proposed levy design?** We support the approach that all regulated suppliers will be required to fund core regulation of water services and further levies only apply to regulated suppliers requiring further Commission activities.
- 3.3. **Question 3. How would the proposed levy design impact on your organisation (whether now or in the future)?** The levy will be passed on to our ratepayers. This is at a time when our Council is taking a very constrained approach to our budgets in order to limit rate rises, and councils nationwide are being criticised for rate increases. The levy would be paid for by the community, and an increased cost outside of Council control to limit or minimise.
- 3.4. **Question 4. Do you have any comments on how the levy design could be improved? Please provide reasons.** The levy should be limited as much as possible, perhaps by phasing it in and building capacity in the sector initially. The levy should be targeted to users, rather than the general population, as described in the apportionment section below.

Part 3 – Levy apportionment

- 3.5. **Question 5. Do you have any comments on the preferred option for apportionment of the levy to each regulated supplier?** WDC supply water services to approximately 80% of the District (56,000 residents). The proposed apportionment is unfair to those who are not connected to a public scheme, and unfair to districts where there is a lower proportion of ratepayers connected to a public scheme. We recommend consideration be given to a model calculated on the number of water/service connections across the District rather than a per-person rate.
- 3.6. **Question 6. How would the proposed method of apportionment impact on your organisation (whether now or in the future)?** The burden of paying the cost of the levy will be apportioned to ratepayers including those who are not connected to a water or wastewater scheme. These property owners will be levied for a service they do not receive. Further to this, our organisation, and ultimately our District Ratepayers, will be charged a higher levy per connection when compared to the rest of the country.
- 3.7. **Question 7. Do you have any comments on alternative options to apportion the levy? If another option is preferred, please provide reasons.** We suggest consideration be given to an apportionment approach by connection as we consider this to be fairer to our ratepayers recognising that our connection rate (approximately 80%) is lower than the New Zealand average (84%). We note this option was considered in the consultation document and not progressed due to inaccurate data and non-standard methods of counting connections.

Part 4 – Levy Implementation

- 3.8. **Question 8. Do you see any issues with your implementation of the levy (receipt of invoices, payment and passing the cost on as you may determine)? If so, what are those issues?** The Council will need to determine how this levy will be reflected in the budget either as a flat rate or targeted rate. Once this has been determined it is not anticipated there will be any issues implementing the levy.
- 3.9. **Question 9. Would the proposed implementation approach create any challenges for your organisation? If so, what would these be in practice and are there solutions you wish to propose?** We highlight the tight timeframe for implementing a new levy charge as we are well progressed in the development of the 2025/2026 Annual Plan. This consultation is being undertaken at a time when the draft Annual Plan has already been developed. We suggest delaying the levy commencing until 1 July 2026 that would allow sufficient time for the Council to plan how to implement the levy.
- 3.10. **Question 10. Do you have a preference for when the levy should be reviewed next? If so, why?** The Council supports a review after two years in line with the review of the Water Authority - Taumata Arowai Levy for councils and CCOs. This review is important as it will test the effectiveness to determine whether the levy is being administered and spent efficiently.

4. Summary of Position and Recommendations

The Council supports the general intent of the Commerce Commission levy for the economic regulation of water services. However, we encourage further consideration be given to the proposals, notably timing, impact on already pressurised budgets and the apportionment calculation including residents that do not benefit from Council water services.

The proposed Commerce Commission levy will necessitate an additional \$86,120 (excluding GST). When combined with the proposed Water Services Authority levy of \$274,258 (excluding GST), this will result in a rates increase of approximately 0.37%.

		Ex GST	Inc GST
Water Services Authority Levy	\$4.14 pp	\$274,258.44	\$315,397.21
Commerce Commission Levy	\$1.30 pp	\$86,119.80	\$99,037.77
Sub-total		\$360,378.24	\$414,434.98
Draft rates (ex GST)		\$98,572,000.00	\$113,357,800.00
Percentage		0.37%	

As a council that has consistently provided high quality service to our rate payers, met required standards and maintained low costs, the proposed levy seems like a punitive charge on our community. We suggest the levy be charged on a connection basis, rather than district population and that the levy take effect from 1 July 2026. We also recommend a phased approach with regular reviews to ensure it is being administered and spent efficiently as well as achieving the expected outcomes.

Our contact for service and questions is Sylvia Docherty – Policy & Corporate Planning Team Leader (03 266 9173 or sylvia.docherty@wmk.govt.nz).

The Council would like to speak in support of its submission.

Yours faithfully



Dan Gordon
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20 January 2025

Environment Committee Secretariat
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WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON THE RESOURCE MANAGEMENT (CONSENTING AND OTHER SYSTEM CHANGES) AMENDMENT BILL

1 Introduction

- 1.1. The Waimakariri District Council (the Council) thanks the Environment Select Committee for the opportunity to provide a submission on the *Resource Management (Consenting and Other System Changes) Amendment Bill* (the Bill).
- 1.2. The Council supports the general intent of the Bill. However, we encourage further consideration be given to the proposals, notably timing and sequencing of the complex suite of Resource Management Act (RMA) changes that will need to be implemented over the next 12 – 24 months. Council opposes clauses 34, 80 and 80(2). These amendments have the potential to impede local democracy and increase costs to applicants.
- 1.3. *Table 1* (Appendix 1) summarises the Council comments and recommendations by clause.

2 Background / Context

- 2.1. Waimakariri District is in the Canterbury Region, north of the Waimakariri River. The district lies within the takiwā of Ngāi Tūāhuriri, a hapū of Ngāi Tahu. It extends from Pegasus Bay in the east to the Puketeraki Ranges in the west, sharing boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north. The Council is a member of the Greater Christchurch Partnership, a voluntary coalition of local government, mana whenua and government agencies working collaboratively to address strategic challenges and opportunities for Greater Christchurch.
- 2.2. The Waimakariri District is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural 'lifestyle' blocks.

- 2.3. Geographically, socio-culturally and economically Waimakariri District is primarily a rural district. People identify with and are attracted to a 'country lifestyle'. However, the District's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population. As such, primary production and construction are the district's two largest economic sectors.
- 2.4. As a territorial local authority, the Council is the administering body for its locality. It has under statute responsibilities for diverse functions alongside providing a wide range of services that directly impact on the lives and safety of its residents.
- 2.5. This includes developing and managing the District Plan under the RMA. The District Plan is currently under review as part of this process we appointed a hearing panel with a mix of independent and elected members and a highly experienced chair. The District Plan is extremely important as it sets rules for sustainably managing how people use, subdivide and develop land, what and where they can build and what kind of activities they can undertake. The Plan also controls any adverse effects an activity could have on the neighbourhood and protects the uniqueness of our district by looking after our heritage, cultural values, outstanding landscapes and coastal environment.

3 General Comments – Implementation and RMA Reforms

- 3.1. Overall, the Council supports the Governments prioritising the simplification of the RMA system while enabling more opportunities for growth, development and investment. We note this Bill provides for several targeted amendments to existing RMA provisions, under five key themes.
- 3.2. We wish to note this is the second Bill making targeted changes to the RMA. In addition, a suite of national direction instruments is expected to be released in early 2025. This is prior to phase three of the reforms, which is a full replacement of the RMA.
- 3.3. A concern with the RMA is the frequent 'small' amendments that have been made with the intent of simplifying and streamlining processes. Rather, these changes have increased the complexity of the RMA. The nature of the current process does not reduce the complexity, as there is uncertainty regarding how these amendments will interact with each other and the next phase of reforms when implemented.
- 3.4. The truncated process used to introduce the RMA reforms has meant limited consultation with local government on the specifics of the Bill. This does not allow much time for those that are expected to implement the changes to understand the implications or the costs that may be incurred from the changes. Implementation is more complex as it occurs in the framework of the current RMA, while anticipating the proposed changes to both national direction and phase 3 of the RMA reform.
- 3.5. Implementation of these amendments and the ones to follow will require significant resourcing of people, funding and time. We ask that central government does not underestimate this. We also ask the Government to

carefully consider the sequencing of the reforms to minimise the impact on Council resources. The Government should look to share costs with local government for any new features being introduced. Although as a full CBA has not been performed, this makes implementation costs unclear.

- 3.6. The Council requests the Government engages with Taituarā to develop a plan and process for implementation of these amendments, phase 3 of the reforms and other legislative changes that impact local government including Local Water Done Well and amendments to the Building Act.
- 3.7. Council would ask the Government to consider working with councils in the Greater Christchurch Partnership and the wider Canterbury region to test how the proposed amendments will work in practice.

4 Local Democracy and Localism

- 4.1. The Council is concerned that clauses 34 and the amendments relating to the streamlined planning process (Schedule 1), will have a significant negative impact on local democracy by reducing the communities voice in key local decision making. Council ensures that elected members have the knowledge to sit on panels as they are certified under the Ministry for the Environments *Making Good Decisions Programme*.
- 4.2. We accept that the Minister should have the ability to provide some direction on the expertise of the panel, Removing the option for the Minister to appoint up to half of the panel members also remove the risk (perceived or actual) of political bias.
- 4.3. Council strongly opposes the establishment of a new streamlined planning process panel. Council already has an educated, well performing panel. Establishing a new panel will cause delays in processes, increase overheads and administrative burden. Forcing councils to use external commissioners on panels with greatly increase the cost to applicants. In the Councils experience, the cost of external commissioners is at least two times greater than an elected member. This is contrary to the intent of the amendments.
- 4.4. Council strongly opposes clause 34. Hearings have been valuable for authorities to gain a better understanding of community support or concerns for a consent. We are very aware that not all submitters are effective communicators in writing. Often the interactive nature of a hearing allows for the hearing panel to gain a nuanced view of potential and perceived impacts and benefits. The reduction in opportunities for submitters and applicants to participate in decision making may have the unintended consequence of increasing appeals and objections. This would increase costs to ratepayers as appeals and objections are not cost recoverable.
- 4.5. WDC champions the importance of localism and local knowledge in environmental planning. New Zealand is geographically diverse, and our history of environmental regulation is littered with examples of the difficulties of a 'one boot fits all' approach to environmental regulation.

5. Summary of position and recommendations

5.2. The Council supports the general intent of the Bill, and strongly supports the amendments to increase the consequences of non-compliance. However, we request central government allows for local voices to continue to be heard via hearings and including local, qualified, elected members on panels. We also request further consideration of the timing and sequencing of the suite of RMA changes that are in process.

Our contact for service and questions is Dianna Caird – Senior Policy Analyst, Strategy and Business Unit, dianna.caird@wmk.govt.nz.

The Council would like to speak in support of its submission.

Yours faithfully



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Appendix 1**Table 1 – Waimakariri District Council position on key amendments in the Resource Management (Consenting and Other System Changes) Amendment Bill**

Clause no.	Council position	Recommendations	Notes
Explanatory note (housing growth)	Note		The explanatory note states the Bill includes a 30-year housing growth capacity test. The current version of the Bill no longer has this test within it.
17. Incorporation of MDRS in District Plans	Supports		<p>The proposal to enable MDRS optionality is a pragmatic change that Council is supports, However the mechanism to do so is not simple and may not be cost effective.</p> <p>As The NPS-US has not yet been released it is difficult to fully understand the implications of opting out of the MRDS. This may create a significant administrative burden to councils.</p>
29. Maximum processing time for specified consent applications.	Supports with minor alterations	Council recommends these activities are made “Controlled Activities” to enable swift processing and decision making.	Council is supportive of the change to ensure certain consents are decided no more than one year after lodgement. To provide clarity for implementation we recommend the Crown provides more detail on how to implement this.
30. Obtaining further information from applicant	Supports		This will provide consistency across all councils.
32. Consequence of an applicant’s failure to respond	Support with minor alterations	<p>As the current wording may create conflict between applicants and councils. We suggest the following wording to increase clarity:</p> <ul style="list-style-type: none"> • S92AA(1)(a) the applicant was required to provide one of the following responses by the requested date: <p>Subsequently:</p> <ul style="list-style-type: none"> • S92AA(1)(b) 3 months after the requested date, the applicant has not provided a response • S92AA(5) In this section, requested date means the date advised by the consent authority that the response under section 92AA(1)(a) needs to be provided by. 	
34. Consent authority must not hold a hearing if has sufficient information	Oppose	Council requests the current wording is reinstated.	<p>Although there is the potential to reduce fees and time for applicants – there is the potential for this to have a significant detrimental effect on affected parties. The interactive nature of a hearing provides for a more nuanced understanding of the potential impacts and benefits.</p> <p>This information can be critical in enabling consenting authorities to make good decisions. Council has multiple examples where the information gained from a hearing has made a significant difference to the outcome of the decision. The weight of evidence was</p>

Clause no.	Council position	Recommendations	Notes
			<p>not apparent after analysis of the written submissions. These examples include landfill, quarry and solar farm consent applications.</p> <p>Removing hearings may have the unintended consequence of increasing the number of appeals and objections. As these are not cost recoverable, they would need to be covered by rates.</p>
36. Consideration of previous non-compliance when making decisions	Supports		This will allow Council to exercise their duty to protect the local environment and resources
38. Requirements and process for providing draft conditions to applicant	Support with minor alterations	<p>We recommend that the legislation states that that a timeframe for response by the applicant can be imposed. In Council's experience, the success of providing draft conditions relies on a collective commitment from an applicant and Council to resolve issues in a timely manner. Council must retain the ability to require consents to be progressed. We note there should be flexibility on timeframes depending on size/complexity of the consent and the conditions.</p> <p>We request further clarification on Section 107G(2)(a) and Section 107G(2)(b). The proposed changes state: (2)(b) Council MUST provide draft conditions to the applicant and to submitters (if notified). (2)(c) says Council MAY provide draft conditions to submitters who received a 42A report.</p> <p>We suggest the following wording for this section:</p> <p>(2) If a request is made, a consent authority— (a) may suspend the processing of the application but no more than once; and (b) must provide the draft conditions to the applicant and, if the application was notified, to the submitters.</p>	The RMA already allows for draft conditions to be sent to applicants – as practiced by this council. Formalising this process would be welcome. Overall, Council supports the addition of Section 107G with some minor alterations.
48. Updated definition of network utility operator	Support		<p>Council notes:</p> <ul style="list-style-type: none"> • The definition of network utility operator in s166 RMA does not include a “port”. • The amendments will result in designations being available for the inland operations of a port, while the main operations of are not explicitly included in the definition.

Clause no.	Council position	Recommendations	Notes
			<ul style="list-style-type: none"> An inland port need not be owned or operated by the primary port, for example freight hubs owned by transport companies. Ports are not traditionally designated in New Zealand, primarily because they exist at the boundary between land and sea. Ports would meet the definition of a network utility operator if they are moving freight between their coastal operations and any inland operations. Therefore, a change to the definition may not be needed.
53. Extending time period after which designation lapses	Support		Council notes that where a requiring authority does not own land, the increase in lapse period can have a 'blighting' effect on the land underneath the designation. The landowner cannot do anything in the interim that would be inconsistent with the designation.
70(4) to (22). Amendments relating to streamlined planning process (SPP)	Supports		Council supports the inclusion of a hearings panel into the streamlined planning process. Currently, there is no requirement for hearings on streamlined planning process proposals. Council considers that the removal or amendment of MDRS provisions within district plans is an important matter on which the community should have a say.
Amendments relating to (SPP) - Establishment of SPP panel	Strongly Oppose	Council recommends existing panels are used and include local elected representatives	Council opposes the establishment of new panels; this increases the cost to applicants.
Amendments relating to streamlined planning process – Elected members	Strongly Oppose	Council recommends existing panels are used and include local elected representatives	<p>Risk of political bias (actual or perceived) with up to half of panel members being appointed by the Minister.</p> <p>Lack of local knowledge is likely to have a negative impact on decision making.</p>

Our Reference: EXT-39 / 250213023292

28/02/2025

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WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON REVIEW OF SECTION 33 OF THE GUIDE TO THE NATIONAL CIVIL DEFENCE EMERGENCY MANAGEMENT PLAN

1. Introduction

- 1.1. The Waimakariri District Council (the Council) would like to thank the National Emergency Management Agency (NEMA) for the opportunity to provide a submission on their review of section 33 of the Guide to the National Civil Defence Emergency Management Plan (the Guide).
- 1.2. We note that NEMA aims to complete this phase of the review by 30 June 2025, and we look forward to participating in the next review phase.
- 1.3. The Council supports the objectives and intent of the review of section 33. The Council's feedback in this submission relates to the following topics:
 - The requirement for invoices
 - The threshold for reimbursement
 - The importance of welfare costs reimbursement in both response and recovery phases
 - Role of the Regional Emergency Management Office in the claims process
 - Provisions relating to costs for Marae/Iwi
 - Eligibility criteria for welfare costs
 - Reimbursement timeframes

2. Background/Context

- 2.1. The Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The district lies within the takiwā of Ngāi Tūāhuriri, a hapū of Ngāi Tahu. It extends from Pegasus Bay in the east to the Puketeraki Ranges in the west, sharing boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.

- 2.2. The Waimakariri District is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is located in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural 'lifestyle' blocks.
- 2.3. Geographically, socio-culturally and economically Waimakariri District is primarily a rural district. People identify with and are attracted to a 'country lifestyle'. However, the District's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population. As such, primary production and construction are the district's two largest economic sectors.
- 2.4. The Council is part of the Canterbury CDEM Group, comprised of 10 different local authority members. This Group covers the largest geographical area of all other unitary CDEM Groups.
- 2.5. The Waimakariri District itself is susceptible to a variety of natural emergency events due to its diverse geography. The area is particularly prone to flooding, especially during heavy rain events which have become more prevalent in recent years. Earthquakes and liquefaction also pose significant risks to the district due to the region's seismic activity, with the notable 2010 and 2011 Canterbury quakes having a substantial impact on the district's natural environment and its residents. Additionally, the area faces threats from coastal erosion, storms, tsunamis, landslides, and fires. These hazards necessitate robust emergency preparedness and response plans to ensure community safety and resilience.

3. Key Submission Points

3.1. **Modernisation of processes – requirement for invoices**

Proposal: Use a high trust model for reimbursement to local authorities and follow up with an audit during phase two/three of recovery.

The current expectation for Councils to collect and provide itemised invoices for reimbursement of expenses requires modernisation. During a large-scale emergency event, this is an unnecessary resource drain on staff time. We propose

that Councils are permitted to hold these invoices to be audited after an event of this scale has been moved to a later recovery phase. Reimbursement should then be provided to Councils earlier using a high-trust model. Council acknowledges the need for checks and balances when reimbursing Territorial Authorities for costs associated with response and recovery claims but maintains that it would be beneficial to instil more trust in the current regulations which they abide by.

During the response to the Canterbury Earthquakes, NEMA allowed the Council to hold invoices for subsequent auditing. During a smaller event, costs are generally only associated with welfare, and it tends to be more feasible to deal with the number of invoices processed. In large events, invoice processing adds an additional layer of complexity whilst an active Civil Defence emergency management operation is occurring. During the Canterbury Earthquakes in particular, it was felt that the process of holding these invoices and having an auditor sent at a later date to make adjustments was a much more practical system. The Council believes that it may be useful to create rules regarding the provision of invoices that are scaled to the size and impact of the event to alleviate additional stress placed on local authorities.

The Council would also like to note that it would have been appreciative of advance payments being made earlier in response to the 2010-2011 Canterbury Earthquakes. Our insurance companies were able to provide advance payments to assist in recovery. The Council sees merit in this same process being continued for future events under this high-trust model.

3.2. **Threshold for reimbursement**

Proposal: Reassess the current threshold for reimbursement regarding costs incurred by local authorities.

The Council suggests that this review consider revising the reimbursement threshold to better reflect the current economic environment. The Council believes the current level of reimbursement may not be achieving the original intention. The table below demonstrates the current calculation for the Council's threshold for reimbursement under the current policy:

	2021/31 LTP Calculation	Current Calculation
Net capital value	\$17,155,876,000	\$27,978,948,550
0.0075 percent of net capital value	\$1,286,690.70	\$2,098,421.14

Over the past ten years, the net capital value of local authority districts across the country have increased because of inflation. This has meant the threshold for reimbursement has also increased. Based on the Council's 2021/31 Long Term Plan calculations, it would have had to spend close to \$1.3million before gaining eligibility for government reimbursement. Since then, the Council has seen a 68 percent increase in this figure with the current calculations meaning the Council would now have to spend \$2.1million before gaining eligibility. With these figures in mind, the Council recommends that this may be an appropriate time to review the 0.0075 percent threshold. The Council would like to suggest that this threshold be revised to 0.0050 percent of net capital value.

3.3. **Response and recovery cost reimbursements**

Proposal: Reimbursement for welfare costs should extend to both the response and recovery phase of an emergency.

The Council seeks to ensure that this review clearly specifies all types of specific emergency welfare costs that CDEM authorities can claim reimbursement for, such as household goods and services, emergency shelter, and emergency accommodation. These welfare services, for which CDEM/TA are primarily responsible, are aimed at caring for individuals directly affected by an emergency. The Council recommends that reimbursement extends to these welfare costs both during the response to an event and the recovery phase, given that these are tangible things provided to disaster victim(s) and are seen as basic essentials. The Council deems this necessary because, while the response phase may conclude, the recovery phase can continue for a much longer period. Consequently, some victims may remain under CDEM welfare case management through social recovery arrangements for an extended period, increasing the costs associated with providing this care. The Council would like to reiterate that it is important for this funding to be less restrictive, and more readily available in emergency situations.

3.4. **Role of the CDEM Group Emergency Management Office in the claims process**

Proposal: Remove the CDEM Group Emergency Management Office requirement from the response and recovery claims process when the territorial authority involved is not part of a centralised CDEM group.

The Council would first like to recognise the important role that the CDEM Group Office plays within the response and recovery claims process. However, it would like to recommend this requirement is removed for regions where the local authority is not part of a unitary CDEM group. The section 33 requirement for CDEM Group Office intervention in the claims/reimbursement process is superfluous for decentralised CDEM groups. In the decentralized Canterbury CDEM Group context, the Group Office neither determines the emergency welfare aid provided by the councils nor funds any of it. Each council has complete autonomy over the levels of aid they offer to their community. The Group Office is not involved in these decisions and does not possess any delegated financial authority over the council's welfare expenditure. The councils provide the welfare support, fund it upfront, and supply all necessary documentation and evidence to support reimbursement claims. The Council's view is that Group Office adds little value to this process.

The Council acknowledges that these circumstances differ for unitary CDEM authorities, where the current provisions remain relevant. However, a one-size-fits-all approach is not appropriate, and we therefore recommend that the provisions be amended accordingly to reflect this distinction.

3.5. **Provisions relating to costs for iwi Māori**

Proposal: Introduce provisions that specifically enable iwi-Māori to directly claim welfare costs in the same way Councils are enabled to through the Guide.

The Council recommends that section 33 be amended to appropriately reflect the intent of the proposed Emergency Management Bill 2023, which aimed to enable, empower and support iwi-Māori. During an emergency event, iwi-Māori often open their Marae as a Civil Defence Centre to assist the local authority in providing welfare services to the community. The Council recognises that section 33 of the Guide contains provisions that allow for Marae providing welfare care services to seek reimbursement through their relevant local authority when acting as a Civil Defence Centre. The Council would like to see specific acknowledgment of iwi-Māori

in section 33 through provisions which enable them to directly receive reimbursement. Whilst the Council understands that progress on the Emergency Management Bill 2023 has been paused, it would like to reiterate its support for its intention to enable these provisions.

3.6. **Eligibility criteria for welfare costs**

Proposal: Reconsider the eligibility criteria for certain welfare costs.

The Council recommends that the eligibility criteria for certain welfare costs be broadened to include associated transport costs. The criteria should encompass not only the provision of welfare services (e.g., food) but also the transport costs associated with distributing these services under abnormal conditions. In this context, "abnormal" could refer to situations where the usual means of distribution, such as wheeled vehicles, are no longer viable due to road closures or severe damage. In such cases, alternative methods, such as helicopters or jet boats, may be the only quickly viable solutions. This scenario is a common dilemma in New Zealand's disaster history. For instance, during the North Island Severe Weather Events of 2023, many isolated communities experienced disruptions to their normal supply lines due to the hazards.

3.7. **Reimbursement timeframes**

Proposal: Clarify intended reimbursement timeframes to aid in local authority decision-making in the event of a large-scale emergency.

The Council notes an objective of this review is to enhance the claims assurance and reimbursement process to accelerate payments to local authorities. From the Council's perspective, reimbursement timeframes are not problematic for most events. However, for significant/larger scale events, it would be useful to have some more clarity around likely reimbursements for response and recovery costs, and the timeframes that could be expected for these payments. This is important as Councils must consider the financial risk associated with emergency response actions and the flow on effect this can have on ratepayers.

The Council understands that there are requirements for Cabinet to approve reimbursement to local authorities over a certain threshold. However, it has concerns for this process in the case where an emergency occurs when Cabinet is

in a longer recess period, for example, the Christmas recess from late December to late January. Clarifying the intended reimbursement timeframes and adding detail regarding the inclusion of Cabinet in this process would be welcomed. Strong processes would increase confidence for local authorities when making response decisions with significant cost implications.

4. Additional Comments

The Council would like to use this opportunity to provide NEMA with some additional comments regarding provisions within section 33 of the Guide.

4.1. Risk associated with insurance and the need for a new funding model

The Council has concerns around the increasingly present risks associated with insurance, and the flow on effects this could have on a potential review of the 60/40 split under the Guide in a future review. The Council recognised the increased risk of loss of insurance cover as being of high significance within its 2024/34 Long Term Plan document, particularly in the aftermath of a large-scale disaster. It is understood that insurers can only sustain the impact of a small number of Councils claiming for these disasters in a year which increases concerns around risk during a natural disaster and a lack of coverage. At present, only 22 of the 78 local authorities in New Zealand are fund members of the Local Authority Protection Programme currently. This is also of concern to the Council due to a loss in the size and power of this programme.

The Council proposes that a new funding model should be developed in order to address the potential shortcomings associated with a loss in insurance coverage in the future. The Council suggest that this could be operated similarly to the Natural Hazards Insurance Levy (formerly known as the EQC Levy). Whilst we acknowledge that this is not a perfect system, a 'Civil Defence Levy' could be a constructive way to build up a fund that allows local authorities to feel more confident in coverage when a large-scale event occurs. This could also increase confidence for local authorities in the funding options available to them and could assist where disaster fund contributions are lower than required. On this note, the Council would also like to comment on the prudent financial headroom it allows for adverse events, and the need for this to be promoted as best practice in the sector when it comes to this topic.

4.2. **Access to welfare cost support for lifestyle block owners**

As mentioned in the background section of this submission, the Waimakariri District is home to approximately 6000 residents on rural-residential or rural 'lifestyle' blocks. At present, the eligibility criteria for welfare costs means that these lifestyle block owners often slip through the cracks in times of emergency. Larger farms are eligible for financial support through the Ministry for Primary Industries when it comes to items such as fencing, whereas lifestyle block owners are not. Lifestyle property owners may also have more difficulty obtaining appropriate levels of insurance for aspects of their properties in comparison to larger farms. In previous flooding events in Waimakariri, there have been considerable costs for those who fall into this category. Whilst contributions are often made to Mayoral Relief Funds following events, they are often insufficient to meet the significant costs of damage caused to these properties from the event. The Council would like to see this recognised as an issue that requires attention to ensure the outcomes are equitable for all those affected by an event.

The Council also notes that, although not explicitly stated in the scope of this review, NEMA is welcoming feedback on the effectiveness of the welfare costs of caring for companion animals policy. Those residing on lifestyle blocks often have animals under their care which fall outside of the definition of a 'companion animal' yet can't be categorised in the same way that animals living on farms can be. The Council would like to see a broadening of what is considered as a companion animal under the current provisions, as what is seen as a companion animal in an urban context is extremely different to those living in a rural setting.

5. **Summary of Position and Recommendations**

- 5.1. The Council supports the objectives of and the general intent of NEMA's review of section 33 of the Guide to the National CDEM Plan.
- 5.2. The Council has provided examples of how the current wording of the Guide has impacted its CDEM activities. We have also included examples of when the Government/NEMA has used discretion to allow the response to proceed beyond the provisions within the Guide. Adequate checks were in place and compliance with the intent of the Guide was shown.
- 5.3. The Council has recommended the following changes be made to section 33 of the Guide as a result of this consultation:
 - 5.3.1. Use a high-trust model for reimbursement to local authorities and follow up

with an audit during phase two/three of recovery.

- 5.3.2. Reassess the current threshold for reimbursement regarding costs incurred by local authorities.
- 5.3.3. Reimbursement for welfare costs should extend to both the response and recovery phase of an emergency.
- 5.3.4. Remove the CDEM Group Emergency Management Office requirement from the response and recovery claims process when the territorial authority involved is not part of a centralised CDEM group.
- 5.3.5. Introduce provisions that specifically enable iwi Māori to directly claim welfare costs in the same way Councils are enabled to through the Guide.
- 5.3.6. Reconsider the eligibility criteria for certain welfare costs.
- 5.3.7. Clarify intended reimbursement timeframes to aid in local authority decision-making in the event of a large-scale emergency.

If there is an opportunity to speak to our submission, the Council would welcome this.

Our contact for service and questions is:

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Yours sincerely,



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21 February 2025

Committee Secretariat
Finance and Expenditure Committee
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WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON THE LOCAL GOVERNMENT (WATER SERVICES) BILL

1 Introduction

- 1.1. The Waimakariri District Council (the Council) thanks the Finance and Expenditure Committee for the opportunity to provide a submission on the Local Government (Water Services) Bill.
- 1.2. We note the Finance and Expenditure Committee is consulting on the Local Government (Water Services) Bill until 23 February 2025. This consultation relates to the third bill in the policy programme for Local Water Done Well.
- 1.3. The Council supports the general intent of the Local Government (Water Services) Bill. We specifically support the intention of the Bill for councils to determine their own outcome for water service arrangements that allows for consideration of wider organisational and ratepayer impacts.
- 1.4. We suggest that the minimum timeframe outlined in the Water Services Strategy (covering a period of at least 10 consecutive years) be reconsidered to acknowledge the critical need for long-term renewal funding, over the full asset life cycle of 100 plus years, particularly in high-growth areas such as Waimakariri.
- 1.5. We highlight the differences in the Bill and the Local Government Act 2002 (LGA) regarding power of entry and recommend a consistent approach with the LGA.

2 Background / Context

- 2.1. Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The district is approximately 225 000 hectares in area and extends from Pegasus Bay in the east to the Puketeraki Ranges in the west. It lies within the takiwā of Ngāi Tūāhuriri, one of the primary hapū of Te Rūnanga o Ngāi Tahu. The district shares boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.

- 2.2. The Waimakariri District is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is located in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural 'lifestyle' blocks.
- 2.3. Geographically, socio-culturally and economically, the Waimakariri District is primarily a peri-urban area. Residents are drawn to and identify with the outdoor lifestyle and recreation opportunities available in our district. However, due to its proximity to Christchurch City, the district has a significant and growing urban and peri-urban population. Consequently, primary production and construction are the two largest economic sectors in the district
- 2.4. As a fast-growing district that could be approaching a population of 110,000 in the next 20 years, a large proportion of the infrastructure has been installed within the last 35 years. The majority of it is therefore relatively new with the average age of our water systems is currently 21.2 years old.
- 2.5. The Council currently provides reticulated water supplies for approximately 80% of the District's population, from 11 physically distinct schemes. The on-demand schemes are provided with a common level of service, while restricted and semi-restricted levels of service are scheme specific. All schemes are managed through Activity Management Plans (AMPs) and are operated in accordance with their respective resource consent conditions. The two main types of supplies are on-demand (supplying urban areas) and restricted or semi-restricted (supplying rural and rural-residential areas).
- 2.6. Approximately 20% of residents, including many on lifestyle blocks (0.5-4ha), have private drinking water supplies, on-site wastewater disposal systems, and are not connected to reticulated stormwater systems.
- 2.7. The majority of properties in the Ashley, Loburn and Sefton areas are connected to the Ashley Rural Water Supply scheme administered by the Hurunui District Council. This scheme supplies water to about 1,680 properties within the Waimakariri District Council boundaries, but is owned, managed and operated by the Hurunui District Council. This is an example in practice of shared service arrangements that have been in place prior to discussions about water reform.
- 2.8. Over the last 20 years WDC have spent \$100m on three waters infrastructure upgrades. A further \$139m is allocated in our Long-Term Plan (LTP) for drinking water safety upgrades, improved wastewater treatment and to address flood risk over the next 10 years. Our 30-Year Infrastructure Strategy is a risk-based renewals policy and operates in conjunction with a 150-year renewal programme which aims to replace highly critical infrastructure at 85% of its expected lifespan.

3 Key Submission Points

- 3.1. As outlined in previous submissions, the Council supports the review of how water services are delivered and funded to ensure people and communities have access to appropriate and affordable water services in the future. The Council supports the Local Water Done Well policy programme to enable ongoing delivery, ownership and control by territorial authorities.
- 3.2. Overall, the Council supports the intent of the Local Government (Water Services) Bill to provide the necessary framework for future water service providers.
- 3.3. We also support the ability to consider wider organisational and ratepayer impacts, including other services we provide, when assessing and determining the best water service delivery options.
- 3.4. We highlight and support the ability for councils to determine their own outcome for water service arrangements within the range of delivery models. Determining the best local solution has been a key factor for this Council throughout the water reform process.
- 3.5. The Council recommends that the Water Services Strategy requirements in section 190 of the Bill extend the timeframe beyond a minimum period of 10 consecutive financial years to allow for the whole life cycle costs, including funding depreciation. Due to the long life of many assets, and young age of assets for high growth regions like Waimakariri, we need to take into account long-term renewal funding well beyond a 10-year period. For long life assets, such as pipelines, this can be beyond 100 years.
- 3.6. The Council's current Infrastructure Strategy is based on ensuring that renewal reserves are going to be adequate for the replacement of assets when they reach the end of life. We consider our current approach is prudent and overcomes the risk of unfunded renewals in the future. We are aware that in many other parts of New Zealand, where there is an older asset base there is a lack of funding for renewals. Our Infrastructure Strategy will ensure this does not happen for Waimakariri. It is clear from the graphs below that if financial analysis is only modelled out to a short timeframe such as 20 years there funding of depreciation for renewals will be severely short and the future communities will be faced with unfunded renewals that will not be affordable.
- 3.7. The Council has modelled its infrastructure and developed a renewal programme that stretches over the next 150 years. Renewal models for water supply (figure 1), wastewater (figure 2) and urban drainage (figure 3) are extracts from the Waimakariri District Council Infrastructure Strategy 2024 – 2054 document which shows Council's 150-year renewals model. This document forms part of the Waimakariri District Council Long Term Plan 2024-2034.

150 year Water supply renewals model (No adjustment for inflation)

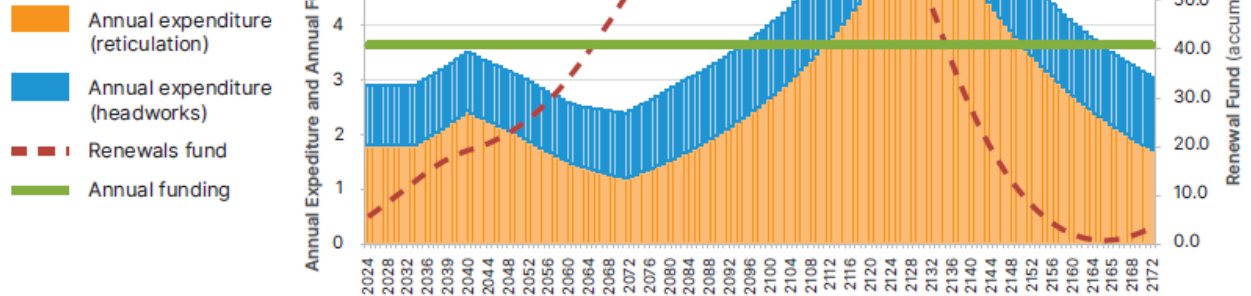


Figure 1. 150-year water supply renewals model (source: Waimakariri District Council Infrastructure Strategy 2024 – 2034)

150 year Wastewater renewals model (No adjustment for inflation)

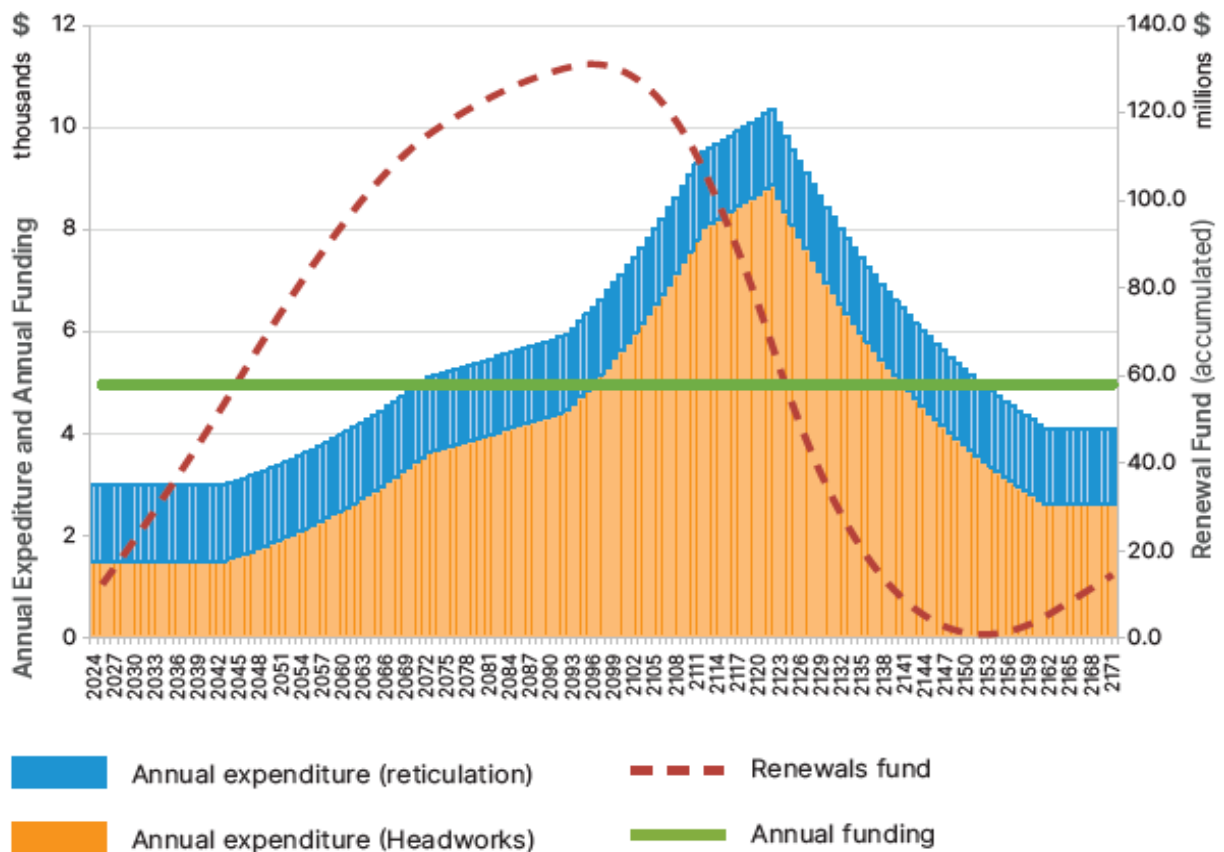


Figure 2. 150-year wastewater renewals model (source: Waimakariri District Council Infrastructure Strategy 2024 – 2034)

150 year Urban drainage renewals model

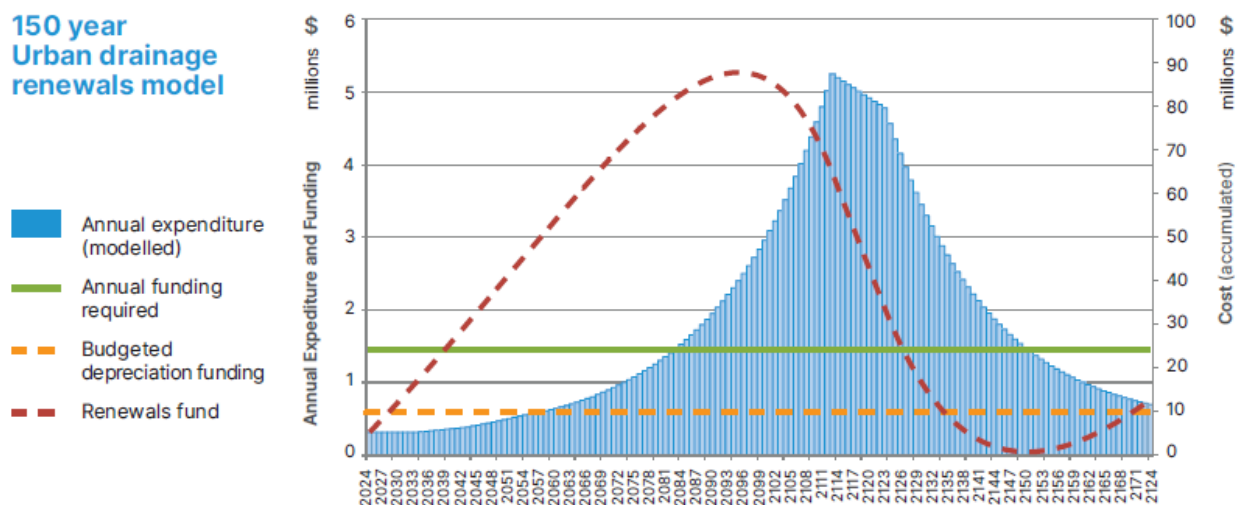


Figure 3. 150-year urban drainage renewals model (source: Waimakariri District Council Infrastructure Strategy 2024 – 2034)

- 3.8. The Council note that section 374 of the Bill ‘Powers of entry and inspection’ does not align with section 171 of the Local Government Act 2002 (LGA). Potentially landowners could refuse access affecting the ability to repair or renew water infrastructure. We recommend section 374 be updated to provide general power of entry for the purpose of doing anything the water organisation is empowered to do under this Bill.
- 3.9. Additionally, Subpart 4 of the Bill covering accessing land to carry out water services infrastructure work is more restrictive than Subpart 3 of the LGA. For example, access to inspect any work under Section 181 of the LGA requires giving reasonable notice (not less than 24 hours as set out in Section 171 of the LGA), while access to inspect any water service infrastructure under Section 116 of the Bill requires at least 30 days written notice as set out under Section 117 of the Bill. Practically this would make operating, inspecting and maintaining water service in a timely manner near impossible. We recommend that the Bill is amended to provide a consistent approach regarding power of entry as currently provided in the LGA.
- 3.10. Subpart 7 of the Bill requires clarification in terms of the management of overland flow paths and watercourses. While a stormwater network may include overland flow paths and watercourses, they also exist in the receiving environment (beyond the stormwater network). Watercourse is defined twice in the Bill with two very different meanings – one relating stormwater networks and one relating to the receiving environment (covering rivers, streams etc). The latter is beyond the scope of the Water Services Bill and is covered by the provisions of the Resource Management Act. We recommend that the Bill is amended to clearly state that provisions in relation to overland flow paths and watercourses only relate where they are part of a stormwater network.

- 3.11. We note LGNZ shared their draft submission. The Council does not share LGNZ's concern that the Bill reserves more oversight and control to the shareholders of water organisations than was expected and than exists in the standard CCO model.'
- 3.12. Our stakeholders are our ratepayers. Our Council considers it important that the community retains control of their water services through their councils. Therefore, we support having strong oversight and control of water serviced by councils.
- 3.13. We strongly support councils being given the choice of water services model, whether it is an Internal Business Unit or Council Controlled Organisation (CCO). CCOs have a degree of additional financial cost and the risk of creating inefficiencies and leaving stranded overheads. Internal Business Units can achieve ring-fencing of water services, whilst keeping the integration with other council services and efficiencies of shared overheads.
- 3.14. The Council emphasises our financial strategic approach of prudently maintaining sufficient headroom with insurance and debt to recover from adverse events. This approach, learned from the 2010 and 2011 Canterbury earthquakes, balances ongoing growth in the district with mitigation for unplanned increased borrowing.

4 Summary of Position and Recommendations

- 4.1. The Council supports the general intent of the Local Government (Water Services) Bill.
- 4.2. We support the intention of the Bill for councils to determine their own outcome for water service arrangements that allows for consideration of wider organisational and ratepayer impacts.
- 4.3. We specifically support the following arrangements;
- The ongoing delivery, ownership and control by local authorities.
 - The ability for councils to determine their own outcome for water service arrangements.
 - The ability for councils to consider wider organizational and ratepayer impacts, including other services provided by councils, when assessing the best water service delivery options. This will enable the best overall outcome for the community in terms of service levels and cost.
 - The Council's ability to use ring-fenced Internal Business Units rather than a CCO model.

- 4.4. We suggest that the minimum timeframe outlined in the Water Services Strategy (covering a period of at least 10 consecutive years) be increased to acknowledge the critical need for long-term renewal funding in high-growth areas such as Waimakariri. The financial modelling needs to be extended beyond the full life expectancy of assets, to ensure full funding of depreciation.
- 4.5. We recommend a consistent approach regarding power of entry between the Bill and the Local Government Act 2002.
- 4.6. Finally, we recommend that the Bill is amended to clearly state that provisions in relation to overland flow paths and watercourses only relate where they are part of an urban area.

Our contact for service and questions is Sylvia Docherty – Policy & Corporate Planning Team Leader (03 266 9173 or sylvia.docherty@wmk.govt.nz).

The Council would like to speak in support of its submission.

Yours faithfully



Dan Gordon
Mayor
Waimakariri District Council



Jeff Millward
Chief Executive
Waimakariri District Council

Our Reference: EXT-39 / 250221028609

10 March 2025

New Zealand Transport Agency Waka Kotahi
44 Bowen Street
Pipitea
Wellington 6011

speedmanagement@nzta.govt.nz

WAIMAKARIRI DISTRICT COUNCIL SUBMISSION ON SPEED LIMIT REVERSALS (TRANSITIONAL CHANGES IN 2024-25)

1. Introduction

- 1.1. The Waimakariri District Council (the Council) thanks the New Zealand Transport Agency Waka Kotahi (NZTA) for the opportunity to provide a submission on the speed limit reversals proposed for SH1 south of Woodend (the Speed Limit Reversal).
- 1.2. We note NZTA is consulting on the Speed Limit Reversal until 13 March 2025. The proposed speed limit reversal would change the existing speed limit of 80 km/h, set in 2020, back to the prior speed limit of 100 km/h.
- 1.3. The Council supports the general intent of the existing Setting of Speed Limits Rule 2024. However, given high turning and through volumes, traffic safety, speed limit consistency, and future network considerations, we strongly support maintaining the existing speed limit of 80 km/h on the SH1 corridor south of Woodend.

2. Background / Context

- 2.1. Waimakariri District is located in the Canterbury Region, north of the Waimakariri River. The district lies within the takiwā of Ngāi Tūāhuriri, a hapū of Ngāi Tahu. It extends from Pegasus Bay in the east to the Puketeraki Ranges in the west, sharing boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.
- 2.2. The Waimakariri District is geographically diverse, ranging from provincial towns such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the population is located in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus, and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural-residential or rural lifestyle blocks.
- 2.3. The district's population increased from 33,000 to 62,800 in the years 1996 - 2020 and is estimated now in 2024 to be just over to 72,000. This makes Waimakariri District the fourth largest territorial local authority of South Island/ Te Wai Pounamu, with a population larger than Invercargill City, Nelson, Timaru, and the Queenstown-Lakes District.

- 2.4. Geographically, socio-culturally, and economically the Waimakariri District has a strong agricultural base and rural outlook. People and visitors alike identify with and are attracted to a 'country lifestyle.' However, the district's proximity to Christchurch City means it has a significant and growing urban and 'peri-urban' population.
- 2.5. As a territorial local authority, the Council is the administering body for its locality. It has under statute responsibilities for diverse functions alongside providing a wide range of services that directly impact on the lives and safety of its residents.

3. Key Submission Points

- 3.1. The Council strongly supports retaining the current speed of 80 km/h on SH1 between Woodend and Kaiapoi, for the following reasons.

(i) Busy, complicated corridor

- a) This portion of the SH1 corridor is a busy corridor with challenging side road intersections and higher traffic volumes. The 2023 average daily traffic was 21,473 as reported by NZTA.
- b) The corridor runs through chiefly "peri-urban" land between the Woodend and Kaiapoi urban areas. Consequently, there are frequent side roads and private accesses, generating a significant amount of turning traffic. Further proposed development in the area will also increase the amount of traffic to/from destinations along and through the corridor.

(ii) Crash history along corridor

- a) NZTA's Crash Analysis System includes 7 head-on crashes in the past decade, including 3 severe and 1 fatal crash on the corridor. There have been 86 total crashes including 9 severe and 1 fatal crash between 2015 and 2024.
- b) Increasing the speed limit will increase the time needed for a motorist to perceive a conflict and react. This will likely lead to an increased risk of crashes along the corridor.

(iii) Impacts to Tuahiwi / MR873

- a) When crashes occur, traffic must be diverted to Council's local roads. For this section, the primary local roads used for detours run through Tuahiwi and Māori Reserve 873. Any increase in crashes on SH1 will increase effects on the residents of this locality.

(iv) New Woodend Bypass

- a) NZTA is presently working through the design of the Roads of National Significance (RoNS), including the Woodend Bypass. The Bypass is expected to divert a significant amount of traffic off of this section of SH1, around Woodend.
- b) If the Woodend Bypass becomes a toll road, this section of SH1 will be an attractive route for traffic to avoid the toll. Retaining the existing speed limit will help minimise the attraction for motorists who wish to avoid the toll, from rat-running through what will be local roads.

(v) Consistency in speed limits

- a) Council anticipates an 80 km/h speed limit when the State Highway designation is revoked, and the road reverts back to Council control. Any increase in the speed limit now will cause confusion and frustration, if it is to then be decreased upon revocation.
- b) Council also supports consistency in speed limits that motorists encounter on their daily journeys. The present NZTA design for the Williams Street motorway interchange at the south end of the corridor allows for a 60 km/h speed limit. The existing speed limit of Williams Street south of SH1, which will become the southern extension of the corridor upon completion of the Bypass, is 80 km/h. Maintaining the existing 80 km/h speed limit north of the future interchange will allow for more consistent speed limits along the corridor.

4. Summary of Position and Recommendations

- 4.1. In principle, we support the Setting of Speed Limits Rule 2024, including reviews of existing speed limits.
- 4.2. However, we strongly support maintaining the existing speed limit of 80 km/h on this corridor. The existing corridor has high through and turning volumes, which are expected to continue to grow with future development in the area.
- 4.3. The corridor also experiences a high rate of collisions, including head-on and severe and fatal collisions. Increasing the speed limit will likely lead to an increased risk of crashes along the corridor. And as the detour route in the event of a crash runs through Tuahiwi and MR873, an increased speed limit will likely lead to increased effects on the residents of this locality.
- 4.4. NZTA is presently working through the design the Road of National Significance, the Woodend Bypass. The existing speed limit will reduce the attractiveness of a parallel route should the Bypass be a tolled facility.
- 4.5. Finally, Council strives for a predictable driving environment and consistent speed limits supporting this. The existing 80 km/h speed limit is more consistent with future plans for the new Woodend Bypass as well as Council's intention for the existing corridor when it reverts to Council control.

Our contact for service and questions on this submission is Joanne McBride – Roading & Transport Manager, who can be contacted on 03 266 9293 or joanne.mcbride@wmk.govt.nz.

Yours faithfully,



Dan Gordon
Mayor
Waimakariri District Council



Jeff Millward
Chief Executive
Waimakariri District Council

On behalf of:

Neville Atkinson, Deputy Mayor
Philip Redmond, Councillor, Roading Portfolio Holder
Al Blackie, Councillor
Robbie Brine, Councillor
Brent Cairns, Councillor
Tim Fulton, Councillor
Jason Goldsworthy, Councillor
Niki Mealings, Councillor
Joan Ward, Councillor
Paul Williams, Councillor

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RMA-03 / TRIM 250310038643**REPORT TO:** Council**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Wendy Harris, Planning Manager**SUBJECT:** Delegations under the Fast-track Approvals Act 2024**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



pp Chief Executive
1. SUMMARY

- 1.1. This report seeks to establish new delegations relating to the Fast-track Approvals Act. The new delegations align to existing delegations established for the Resource Management Act 1991.
- 1.2. The Fast-track Approvals Act came into force in December 2024 and as part of this legislation, comments will be invited from the Council on projects that are progressed and are located within the District. Comments are invited at the referral and substantive application stages as well as on draft conditions. There are currently four listed projects in the District and others can still apply through the referral application.
- 1.3. Based on previous similar pieces of legislation, COVID-19 Recovery (Fast-track Consenting) Act 2020, it is anticipated that comments sought from Council by the expert panel will be similar in nature to the assessment that occurs with resource consents lodged with the Council for similarly sized developments.
- 1.4. There is a tight time frame in the Act for comments with no provision for any extensions.
- 1.5. It is recommended that new delegations are therefore established to ensure the Council can respond to the panel efficiently and effectively.

Attachments:

- i. Appendix A – Summary of Fast-track Approvals processes
- ii. S-DM 1049A Changes to RMA Delegations Manual (Trim230922149736).

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 250310038643.
- (b) **Approves** the following new delegations under the Fast-track Approvals Act 2004:

Section	Delegation	Officer
s. 11	To determine the content of Council comments provided during pre-application consultation for referral applications.	1, 2, 4 & 10
s. 17(1)	To determine council comments to the Minister on a referral application	10
s. 17(3)	To determine if there are existing applications that would be competing applications, if a substantive application for the project were lodged.	1, 2, 4 & 10
s. 29	To determine the content of council comments provided during pre-application consultation for listed projects.	1, 2, 4 & 10
s. 30	To determine relevant existing resource consents and notify existing consent holders	1, 2, 4 & 10
s. 30	Notification to existing consent holders of a substantive application for a listed or referred project.	1, 2, 4, 7 & 10
s. 53(2)	To determine the content of council comments provided on a substantive application.	10
s. 70	Authority to provide comments on draft conditions.	10
s. 90	To provide any information requested by the EPA.	1, 2, 4 & 10
s. 99	Decision to lodge an appeal to the High Court	10
Cl 3, Sch. 3	Nomination of a person or persons for appointment as a panel member for a substantive application.	10
Cl 30, Sch. 5	To amend the district plan to include a designation following a decision by a panel to confirm or modify the designation.	1 & 10

Officer Key

Development Planning Manager	1
Planning Manager	2
Team Leader – Resource Consents	4
Planning Administration Team Leader	7
General Manager Planning, Regulation and Environment	10

3. BACKGROUND

- 3.1. The Fast-track Approvals Act came into force in December 2024.
- 3.2. The Act requires that the Expert consenting panel established for each Fast-track process must invite written comments from relevant local authorities.
- 3.3. An existing general delegation to the Chief Executive includes *“all powers and authority to act on any matter in respect of which Council is empowered or directed by law and Council policy to exercise or undertake...”* and *“All sub-delegations by the Chief Executive must be given in writing.”*

- 3.4. The delegation to act under the Fast-track Approvals Act is currently limited to the Chief Executive. New delegations for other staff therefore need to be established.

4. **ISSUES AND OPTIONS**

- 4.1. There are two different processes under the Fast Track Act, firstly a referral process and secondly the substantive, or decision-making, process. A summary of each process is contained in Appendix A. Some developments have been included in the Act as Listed Projects, which enables them to go straight to the substantive process. This applies to the following projects in our District:
- West Rangiora residential development
 - Ohoka residential development
 - Woodend Bypass
 - Gressons Road residential development
- 4.2. Developments that aren't a Listed Project can use the referral process to apply to be considered under the fast-track legislation. If successful at the referral stage, projects can then proceed to the substantive process. Council has the opportunity to provide comments on proposed developments during both the referral and substantive processes, but the timeframes are short (20 working days). It is therefore important that delegations are in place so staff can respond within the timeframes set out in the Act as the panel is not required to consider any comments after the deadline. The Act further stipulates that there is no right for any person to see a waiver of the time limit for written comments.
- 4.3. Any draft conditions proposed by the panel will also be provided to the Council for comment on these before the panel makes its final decision.
- 4.4. There are similarities between the Fast-track Approvals Act and consenting under the COVID-19 Recovery (Fast-track Consenting) Act 2020. The Council had experience in the earlier Fast-track approach with Stage 1 of the Bellgrove development. The following should be noted regarding comments sought from the panel for this development.
- 4.4.1. Comments were provided by the General Manager Planning, Regulation, and Environment with input provided by staff that have experience in processing subdivision applications.
 - 4.4.2. Comments were technical in nature and similar to the level of assessment that occurs with other large-scale developments that have applied for resource consent through the Council.
 - 4.4.3. Comments included specific comments on draft conditions to ensure that the conditions meet Council requirements (including Engineering Code of Practice) and will be enforceable.
- 4.5. There is the potential for informal canvassing of views on any particular project with elected members and/or Community Boards, which can be included in the comments provided to the expert panel.
- 4.6. The recommended delegations align with the Council's philosophy of delegation of decision making to the lowest competent level.
- 4.7. Option 1 – Approve the delegations as noted within this report. This option most closely aligns with existing staff delegations for the Resource Management Act which delegates to the General Manager Planning, Regulation, and Environment rather than the Chief

Executive to maintain separation between the Council's regulatory and service delivery functions. This is the recommended option.

- 4.8. Option 2 – Do not approve the delegations as noted within this report. With this option, only the Chief Executive would be able to respond to the panel. This is not the recommended option.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to have an interest in the subject matter of this report. The Runanga has lodged submissions on some of the Listed Projects and has indicated an interest in others.

5.2. Groups and Organisations

There are groups and organisations likely to have an interest in the subject matter of this report as the Listed Projects are of high public interest.

5.3. Wider Community

The wider community is likely to have an interest in the subject matter of this report as the Listed Projects are of high public interest.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report.

This report seeks to establish new delegations under the Fast-track Approval Act.

Actual and reasonable Council costs can be recovered through the Fast-track process (once an application is lodged) or directly from the applicant (costs incurred prior to lodgement).

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. If staff delegations are not set at the appropriate level, this could result in inappropriate decisions being made and reputational risks.

6.3 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

The relevant legislation is the Fast-track Approvals Act 2004.

7.3. Consistency with Community Outcomes

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

7.4. Authorising Delegations

This report seeks to establish new delegations under the Fast-track Approval Act.

Appendix A – Summary of Fast-track Approvals processes

Projects seeking referral

The steps for projects seeking referral to an expert panel are:

1. Applicants complete pre-lodgement consultation requirements.
2. Project applications are lodged through the Fast-track application portal.
3. The Ministry for the Environment undertakes completeness and eligibility check.
4. The Ministry either provides application to Minister or returns it to the applicant if it is found incomplete.
5. Minister receives the complete application and must invite comments, and request advice or reports.
6. Minister considers the application, advice or reports, invites comments and may seek further information, and decides to accept or decline the application, or make determinations on eligibility matters for an accepted referral application.

Substantive application for a project referred by the Minister

The steps for a substantive application for a project referred by the Minister to an expert panel (or listed in Schedule 2 of the FTA Act) are:

1. Applicants complete pre-lodgement consultation requirements.
2. Project applications are lodged through the Fast-track application portal.
3. The Fast-track team undertakes completeness and eligibility check.
4. The Fast-track team provides application to panel convener (or returns it to the applicant if it is found incomplete) and makes recommendations to the Minister on whether there are competing applications or existing resource consents for the same activity.
5. Panel convener receives the application and must obtain advice or reports.
6. Panel convener stands up an expert panel to consider application.
7. Panel invites comments from specified parties.
8. Applicants can respond to comments.
9. Panel considers the application, comments, advice or reports (and may commission extra reports or advice); declines or approves the application; and determines if conditions should be imposed.
10. Parties specified in the Act may appeal on points of law, to the High Court.



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DELEGATIONS

Part 4

Delegation to Staff

Development Planning Manager; Planning Manager; Strategy & Business Manager; Team Leader – Resource Consents; Team Leader – Compliance; Senior Planner; Planning Secretary; Project Development Unit Manager; Greenspace Manager; General Manager Planning, Regulation and Environment; District Planning & Regulation Committee; Planner; Senior Compliance Officer; Rates Officer Team Leader – Building, Planning Administrator, Development Manager, Property Manager

S-DM Introduction

The Council delegates the following functions to the positions listed below in respect to the Resource Management Act 1991, Local Government Act 1974, Local Government Act 2002, the Unit Titles Act 2010 [and the Fast Track Approvals Act 2025](#).

Note

Section 34A (1) of the Resource Management Act 1991 states:

Delegation of powers and functions to employees and other persons

- (1) A local authority may delegate to an employee, or hearings commissioner appointed by the local authority (who may or may not be a member of the local authority), any functions, powers, or duties under this Act except the following:
- (a) the approval of a proposed policy statement or plan under clause 17 of Schedule 1:
 - (b) this power of delegation

Officer Key

Development Planning Manager	1	<u>District Planning and Regulation Committee</u>	<u>11</u>
Planning Manager	2	<u>Planner</u>	<u>12</u>
<u>Strategy & Business Manager</u>	3	<u>Senior Compliance Officer</u>	<u>13</u>
Team Leader – Resource Consents	4	<u>Rates Officer</u>	<u>14</u>
Team Leader – Compliance	5	<u>Team Leader - Building</u>	<u>15</u>
Senior Planner	6	<u>Planning Administrator</u>	<u>16</u>
Planning Secretary	7	<u>Development Manager</u>	<u>17</u>
<u>Project Development Unit Manager</u>	8	<u>Property Manager</u>	<u>18</u>
<u>Greenspace Manager</u>	9	<u>Principal Planner</u>	<u>19</u>
<u>General Manager Planning, Regulation and Environment</u>	10		

Please click [here](#) for Workplace and the organisational chart for positions



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DISTRICT COUNCIL

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DELEGATIONS

Part 4

Delegation to Staff

Development Planning Manager; Planning Manager; Strategy & Business Manager; Team Leader – Resource Consents; Team Leader – Compliance; Senior Planner; Planning Secretary; Project Development Unit Manager; Greenspace Manager; General Manager Planning, Regulation and Environment; District Planning & Regulation Committee; Planner; Senior Compliance Officer; Rates Officer Team Leader – Building, Planning Administrator, Development Manager, Property Manager

Resource Management Act

Section	Delegation	Officer
s. 10 and 10(2)	<u>Extension of existing use rights and granting of certificate.</u> To consider and make a decision on an application to extend the period for which existing use rights apply, including identifying people for affected party approval under section 10(2)(ii).	<u>2, 4 & 10</u>
s. 10B	<u>Authority to allow certain building work to continue where it has been subsequently made unlawful by a district plan</u>	<u>2, 4 & 10</u>
s. 11(1)(b)	<u>Authority to sign certificates in respect of the subdivision of land being acquired or disposed of by the Council.</u> (For the avoidance of doubt, the delegation does not extend to a decision to enact a Public Works Act 1981 process or to decide on the use of s.11(1)(b)).	<u>2 & 10</u>
s. 36(3), 36(5), 36(6) and 149ZD	Authority to make decisions about additional administrative charges. To require additional fees to be paid over and above any prescribed fees, in order to enable the Council to recover its actual and reasonable costs of processing an application.	<u>2, 4 & 10</u>
s. 36AAB	<u>Authority to remit the whole or part of a charge</u>	<u>2, 4, 6, 10 & 19</u>
s. 37 and 37A	Power to extend time periods and requirement to consider matters before extending a time limit	<u>1, 2, 4 & 10</u>
s. 39AA (4)	<u>Authority to direct that a hearing or part of a hearing may be conducted using 1 or more remote access facilities</u>	<u>1, 2 & 10</u>
s. 39B	<u>Appointment of persons who will be given hearing authority</u>	<u>1, 2 & 10</u>
s. 41B and 41C	<u>Power to direct applicant to provide evidence before hearings; power to make directions about conduct of hearings</u>	<u>1, 2, 4 & 10</u>
s. 41D	<u>Power to strike out a submission</u>	<u>1, 2, 4 & 10</u>
s. 42	<u>Power to make directions about hearings to protect sensitive information</u>	<u>1, 2 & 10</u>
s. 42A	<u>Powers regarding the preparation commissioning and provision of reports</u>	<u>1, 2, 4 & 10</u>



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Section	Delegation	Officer
s. 44A	Power to amend the plan or proposed plan to remove a duplication or conflict with a national environmental standard	<u>1 & 10</u>
s. 55, 58I and 58J	<u>Recognition of national policy statements.</u> <u>Ability to amend each of its documents as directed by a national planning standard and take any action that is directed by a national planning standard, and to do so within the time specified</u>	<u>11</u>
s. 58M, 58O, 58P, 58Q, 58R, 58S and 58T	<u>Power to initiate a Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine disputes that arise in course of negotiating MWR.</u>	<u>11</u>
s. 58T	<u>Power to review policies and processes to ensure they are consistent with the Mana Whakahono a Rohe (MWR), and to undertake reviews of the MWR as required</u>	<u>1 & 10</u>
s. 80C	<u>Decision to use the streamlined planning process to prepare a planning instrument</u>	<u>11</u>
s. 86D	<u>Power to direct officers to apply to the Environment Court for a rule to have legal effect from date other than standard date</u>	<u>11</u>
s. 87BA and 87BB	Ability to notify person that activity is a permitted activity, give notice that boundary activity criteria are satisfied and notify the person of that and return information	<u>2, 4, 6, 10 & 19</u>
s. 87E, 87F and 87G	Power to determine Council position on a request for direct referral, prepare reports and provide information to Environment Court	<u>2 & 10</u>
s. 88(3)	Authority to receive a resource consent application and determine whether the application meets the minimum requirements of the RMA, and to return that application if incomplete.	<u>2, 4, 6, 10 & 19</u>
s. 88H	<u>Power to exclude time periods in relation to non-payment of administration charges</u>	<u>2, 4 & 10</u>
s. 91	Power to determine not to proceed with a resource consent application on certain grounds	<u>2, 4, 6, 10 & 19</u>
s. 92, 92A and 92B	The power to commission reports and or request further information in respect of a resource consent application and to set a time that the applicant has to provide the information and to inform the applicant of that time.	<u>2, 4, 6, 10 & 19</u>
s. 92C	<u>To decide whether to return an application to the applicant or continue to process the application, if it has been suspended for a total of 130 or more working days.</u>	<u>2, 4 & 10</u>
s. 95, 95A, 95B, 95C, 95D, 95E and 95F	The power to determine whether a consent application should be publicly or limited notified and all considerations/decisions needed within these sections	<u>2, 4, 6, 10 & 19</u>



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Section	Delegation	Officer
s.97(4)	To decide to adopt an earlier submission closing date for limited notified applications where all affected persons have provided the Council with a submission, written approval, or notice that they will not make a submission.	<u>2, 4 & 10</u>
s. 99 and 99A	The power to invite or require parties to attend pre-hearing meetings. The power to refer parties to mediation.	<u>2, 4 & 10</u>
s. 100(a)	To delegate hearing powers to 1 or more hearings commissioners if requested by an applicant or submitter.	<u>2, 4 & 10</u>
s. 101	To determine the commencement date, time and place for the hearing of an application for resource consent. If the application is being heard by the Council's Hearing Committee, the decision should be taken in consultation with the Chair of the Hearings Committee.	<u>2, 4, 6, 10 & 19</u>
s. 102 and 103	Authority to determine issues concerning joint considerations by two or more consent applications in relation to the same proposal	<u>2 & 10</u>
s. 104	Duty to take matters into consideration and to exclude other matters when considering an application	<u>2, 4, 6, 10 & 19</u>
s. 104A, 104B, 104C, 104D, 105, 106 and 113	Power to determine resource consent applications and impose conditions on resource consents. Power to decline resource consents.	<u>2, 4 & 10</u>
s. 108, 108AA, 108A and 109	To impose conditions on resource consents. To sign documents varying, cancelling or renewing bonds and covenants. (Refer also to section 220 for conditions on subdivision consents)	<u>1, 2, 4 & 10</u>
s. 109(3) – (5)	To decide that officers and/or agents of the consent authority will enter onto the land subject to bonded work, to ascertain whether the work has been completed, and to complete the work, if the consent holder fails to do so. To decide to recover the cost from the bond, and to register the shortfall as a charge on the land.	<u>1, 2 & 10</u>
s. 110	Power to refund financial contribution to consent holder where consent has lapsed.	<u>2, 6, 8 & 10</u>
s. 114	Authority to serve consent applicant and submitters with notice of the decision on an application	<u>2, 4, 10, 12 & 16</u>
s. 124	To exercise the consent authority's discretion to allow exercise of an existing consent while applying for a new consent, in accordance with this section.	<u>2, 4 & 10</u>
s. 125	Power to consider and make decisions on an application to extend the lapse period of a resource consent, where the original application was not publicly notified and did not require a hearing.	<u>2, 4, 6, 10 & 19</u>
s. 126	To cancel a resource consent, and consider and make a decision on an application to revoke the cancellation notice and state a period after which a new notice may be served, for any consent that has been given effect to but has not been exercised for a continuous period of 5 years.	<u>2 & 10</u>



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Section	Delegation	Officer
s. 127, 128, 129, 130, 131, and 132	Power to change or cancel conditions imposed on a resource consent, power to change the conditions of a resource consent on a review under s128, to give notice of a review, or to cancel resource consent	<u>2, 4, 6, 10 & 19</u>
s. 133A	To issue an amended resource consent that corrects minor mistakes or defects in the consent.	<u>2, 4, 6, 7, 10 & 19</u>
s. 138	To refuse the surrender of a consent	<u>2 & 10</u>
s. 139 and 139A	To require further information to be provided in order to determine if a certificate of compliance must be issued. To issue an existing use certificate. To require further information to be provided in order to determine if an existing use certificate must be issued. To revoke an existing use certificate if it was issued based on inaccurate information.	<u>2, 4 & 10</u>
s. 149Q, 149T, 149W(2) and 149ZD	To receive a report from the EPA and make comments on minor or technical aspects of it. To give notice on Councils behalf under s274 of a matter of national significance that the minister has called in and directly referred to Environment Court To amend the proposed plan, change or variation under clause 16(1) of Schedule 1 as soon as practicable after receiving the notice of decision of the Board or Court and approve it under clause 17 of Schedule 1 and give public notice of it under clause 20 of Schedule 1.	<u>1, 2 & 10</u>
s. 149ZD	To recover costs incurred by the Council from the applicant and to provide an estimate of costs when required to do so by the applicant.	<u>2, 4 & 10</u>
s. 168A	Authority to lodge notice of requirement on behalf of Council. Power to determine whether to publicly notify Council's notice of requirement for a designation, and to either confirm, modify, impose conditions or withdraw the requirement	<u>1 & 10</u>
s. 169	Power to determine whether to publicly notify a notice of requirement for a designation.	<u>1, 2 & 10</u>
s. 169	To request further information on a notice of requirement.	<u>2, 4, 6, 10 & 19</u>
s. 170	If proposing to publicly notify a proposed plan within 40 working days of receipt of a requirement, to include the requirement in the proposed plan, with the consent of the requiring authority.	<u>1, 2 & 10</u>
s. 171	To consider a notice of requirement and any submissions received and recommend to the requiring authority that it confirm, modify, impose conditions on or withdraw the requirement.	<u>2, 4 & 10</u>
s. 176A(2)	To waive the requirement for an Outline Plan	<u>2, 4, 6, 10 & 19</u>



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Section	Delegation	Officer
s. 176A(4)	To request changes to an Outline Plan	<u>2, 4 & 10</u>
s. 181(1) and (2)	For an alteration of a designation, the same delegations as those set out above under sections 168A to 176 for a new designation.	<u>2, 4 & 10</u>
s. 181(3)	To alter a designation in the plan or a requirement in the proposed plan if the alteration is a minor change in effects or boundaries.	<u>2, 4 & 10</u>
s. 181(3)	To agree to an alteration to an existing designation in a district plan, or a requirement in its proposed district plan.	<u>1, 2 & 10</u>
s. 182(5) and 196	To decline to remove part of a designation or heritage order from the district plan.	<u>1, 2 & 10</u>
s. 184 and 184A	To consider and make decisions on an application to extend the lapse period of a designation.	<u>1, 2 & 10</u>
s. 189A	Authority to lodge notice of requirement for a heritage order on behalf of Council. To determine all notification matters under this section and associated sections and make associated prehearing decision under sections 99 to 103.	<u>2 & 10</u>
s. 190	To request further information on a notice of requirement for a heritage order. To determine all notification matters under this section and associated sections, and make associated prehearing decisions under sections 99 to 103.	<u>2 & 10</u>
s. 191	To consider a notice of requirement for a heritage order and any submissions received and recommend to the requiring authority that it confirm, modify, impose conditions on or withdraw the requirement.	<u>2 & 10</u>
s. 195A(1) and (2)	For an application by the Heritage Protection Authority to alter a heritage order, the same delegations that apply with respect to sections 189 to 195.	<u>1, 2 & 10</u>
s. 195A(3)	To alter a heritage order in the plan or a requirement in the proposed plan if the alteration is a minor change in effects or boundaries.	<u>1, 2 & 10</u>
s. 198D	To approve the content of a consent authority report on a requirement that has been directly referred to the Environment Court.	<u>1, 2 & 10</u>
s. 220	To impose conditions on a subdivision consent.	<u>2, 4, 6, 10 & 19</u>
s. 221	The authorisation of a consent notice.	<u>2, 4, 7 & 10</u>
s. 221(3)	To vary or cancel any condition contained in a consent notice with the same delegations as set out above for a resource consent application under sections 88 to 121.	<u>2, 4, 6, 10 & 19</u>
s. 222	To issue a completion certificate for matters subject to performance bonds, and to extend the time period for completion.	<u>1, 2, 4, 8, 10 & 17</u>
s. 223	To determine whether or not a survey plan, which has been submitted to the Council for approval, conforms with the relevant subdivision consent or certificate of compliance.	<u>2, 4, 7, 8, 10 & 17</u>



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Section	Delegation	Officer
s. 224	To determine whether or not the conditions of a subdivision have been complied with. To be an authorised person to provide the certificate under this section for a subdivision effected by the grant of a cross lease or company lease or by the deposit of a unit plan.	<u>2, 4, 7, 8, 10 & 17</u>
s. 226(1)(e)	To certify as an "authorised officer" any plan of subdivision or copy thereof, which has not had a previous statutory approval.	<u>2, 4, 7 & 10</u>
s. 234	To vary or cancel the instrument creating an esplanade strip as set out in this section.	<u>2, 4 & 10</u>
s. 234(7)	To certify as an "authorised officer" specifying the variations to the instrument or that the instrument is cancelled as the case may be.	<u>2, 4, 7 & 10</u>
s. 235	To enter into an agreement to create an esplanade strip for any of the purposes specified in section 229.	<u>2, 4 & 10</u>
s. 237B	To agree with the registered proprietor of land to acquire an easement over the land and to execute the easement and to agree to vary or cancel any such easement	<u>2, 10 & 18</u>
s. 237C	To close an access strip or esplanade strip during periods of emergency or public risk likely to cause loss of life, injury or serious damage to property	<u>9</u>
s. 237D	To give authority to transfer an esplanade to the Crown or Regional Council	<u>9</u>
s. 239	Authority to certify survey plans subject to specified interests	<u>1, 2 & 10</u>
s. 240	To sign covenants pursuant to s240(3) and certify cancellation of covenants under s240(5)(b) as an "authorized officer"	<u>2, 4, 7 & 10</u>
s. 241	To cancel an amalgamation condition under s241(3) and to certify cancellation as an "authorized officer" under section 243(f)(ii).	<u>2, 4, 7 & 10</u>
s. 243	To provide written consent for the surrender, transfer or variation of an easement under section 243(2), to revoke a condition requiring an easement under section 243(e), and to certify cancellation of the condition as an "authorised officer" under section 243(f)(ii).	<u>2, 4, 7 & 10</u>
s. 268A	Authority to participate in mediation of any resource management related proceeding before the Court, including the power to commit the Council to a binding agreement to resolve the proceedings provided it does not exceed the individuals financial or other delegated authorities.	<u>1, 2, 8, & 10</u>
s. 269-291	Authority to determine and direct Council involvement in Environment Court proceedings.	<u>1, 2 & 10</u>
s. 316-320	Authority to initiate enforcement order and interim enforcement order proceedings, and take all steps incidental to seeking the order.	<u>2 & 10</u>
s. 315	To seek consent of the Environment Court and to comply with an enforcement order on behalf of a person who has failed to comply with an order.	<u>2 & 10</u>



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Section	Delegation	Officer
s. 321	To apply to the Environment Court to change or cancel an enforcement order.	<u>2 & 10</u>
s. 322 -325	To issue abatement notices	2, 5 & 10
s. 325A	To consider applications to change or cancel an abatement notice.	2, 5 & 10
s. 330 and 330A	Emergency works and power to take preventive or remedial action.	<u>2 & 10</u>
s. 332 and 333	To provide written authorisation to enforcement officers under these sections.	<u>2, 4 & 10</u>
s. 336	To decide on an application for property seized under sections 323 or 328 to be returned, and to dispose of the property where authorized under section 336.	<u>2 & 10</u>
s. 338	Authority to initiate any prosecution and make decisions on any matter relating to any such prosecution.	<u>10</u>
s. 343B and 343C	To initiate and serve an infringement notice	<u>2, 5, 10 & 13</u>
s. 357AB	To delegate to a hearings commissioner the ability to hear and decide on an objection if requested by an applicant	<u>2, 4 & 10</u>
s. 357D	To hear and make decisions on any objection made under section 357 or section 357A. This delegation also extends to the power to decline an objection	<u>2, 4, 6, 10 & 19</u>
s. 357D	To consider and determine an objection to the conditions imposed on a resource consent under section 357A.	<u>1, 2, 4 & 10</u>
s. 357D	To hear and determine an objection to additional fees under section 357B.	<u>2 & 10</u>
Cl 3, 3C, Sch. 1	To determine whether consultation has already occurred under other enactments, and to decide who to consult with under cl 3(2).	<u>1 & 10</u>
Cl 6, Sch. 1	To make submissions on Council's behalf.	<u>1, 2 & 10</u>
Cl 8, Sch. 1	To make further submissions on Council's behalf.	<u>1, 2 & 10</u>
Cl 8AA, Sch. 1	To invite submitters to a meeting or refer matters to mediation.	<u>1, 2 & 10</u>
Cl 8B Part 1, Sch. 1	Duty to give notice of, and hold hearings on submissions	<u>1, 2 & 10</u>
Cl 8C Part 1, Sch. 1	Authority to determine whether hearing is required	<u>1, 2 & 10</u>
Cl 9 Part 1, Sch. 1	Power to hear and make recommendations and/or decisions on notice of requirements	<u>1, 2 & 10</u>
Cl 10, Part 1, Sch. 1	Power to hear and make recommendations on provisions and matters raised in submissions.	<u>1, 2 & 10</u>
Cl 14, Sch. 1	Authority to lodge an appeal with the Environment Court.	<u>1, 2 & 10</u>
Cl 16, Sch. 1	To amend the proposed plan in the circumstances set out in this clause.	<u>1, 2 & 10</u>



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Section	Delegation	Officer
CI 17, Part 1, Sch. 1	<u>The approval of a plan or change to a plan.</u>	<u>1, 2 & 10</u>
CI 20, Sch. 1	<u>Setting of Operative date</u>	<u>1, 2 & 10</u>
CI 20A, Part 1, Sch. 1	Power to amend an operative policy statement or plan to correct minor errors	<u>1, 2 & 10</u>
CI 23, Sch. 1	To require further information to be provided under clause 23(1) or to commission a report under clause 23(3).	<u>1, 2 & 10</u>
CI 24, Sch. 1	To decide to modify a request.	<u>1, 2 & 10</u>
CI 28, Sch. 1	Power to send a notice and deem a plan change request to have been withdrawn	<u>1, 2 & 10</u>
CI 29(4) Part 1, Sch. 1	<u>Power to hear and consider a plan or change, and make recommendations on such plan change requests</u>	<u>1, 2 & 10</u>
CI 31, Part 3, Sch. 1	<u>Effect of amendments to, or replacement of, material incorporated by reference in plans and proposed plans. To amend the proposed plan in the circumstances set out in this clause.</u>	<u>1, 2 & 10</u>
General	To appoint a commissioner or commissioners.	<u>1, 2 & 10</u>
General	To instruct counsel to represent the Council where the Council is a party to any resource management related proceedings before Court.	<u>1, 2, 8 & 10</u>
General	Authority to participate in mediation of any resource management related proceeding before the Court, including the power to commit the Council to a binding agreement to resolve the proceeding provided it does not exceed the individuals financial or other delegated authorities.	<u>1, 2, 8 & 10</u>
General	To lodge submissions on behalf of the Council on any proposed district plan or variation to a proposed district plan administered by the Council, or on any Council initiated or privately initiated change to a district plan administered by the Council, or on any notice of requirement for a designation or on any notice of requirement for a heritage order.	<u>1, 2 & 10</u>
General	To lodge submissions on behalf of the Council on any Proposed Regional Plan or variation to a Proposed Regional Plan, or any change to a Regional Plan. This also includes any Proposed Policy Statement or variation or change to a Policy Statement.	<u>1, 2 & 10</u>
General	To lodge submissions on behalf of the Council on any proposed District Plan or variation to a Proposed District Plan in neighbouring territorial authority districts.	<u>1, 2 & 10</u>
General	To lodge appeals against decisions of the Canterbury Regional Council and of neighbouring territorial authorities on Proposed Regional Policy Statements, Proposed Regional Plans, Proposed District Plans, resource consents and on Variations and Changes to Proposed or Operative Regional Policy Statements, Regional Plans, and District Plans.	<u>1, 2 & 10</u>



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Section	Delegation	Officer
General	Once considered by Council, to make submissions on individual notified regional land use consents and water, discharge and coastal permits where: there are special matters of district importance; or There are special matters of importance to the local community or local environment; or There are technical skills or knowledge which the Council can contribute to achieving a better outcome for the community.	<u>1, 2 & 10</u>
General	To make submissions on applications for resource consents applied for in territorial authority districts adjoining the district.	<u>1, 2 & 10</u>
RMA	<u>All RMA functions, powers or duties not otherwise delegated to any committee, and/or to an employee and/or hearings commissioner.</u>	<u>10</u>

Local Government Act 1974

Section	Description	Delegate
<u>s. 319B</u>	<u>Allocation of property numbers.</u>	<u>14</u>
<u>s. 348</u>	<u>Council's powers and functions in respect of private ways.</u>	<u>2, 4 & 10</u>

Local Government Act 2002

Section	Description	Delegate
<u>s. 163</u>	<u>Authority to remove works in breach of bylaws.</u>	<u>2, 5, 10 & 13</u>
<u>s. 164</u>	<u>Authority to seize property not on private land.</u>	<u>2, 5, 10 & 13</u>
<u>s. 168</u>	<u>Power to dispose of property seized and impounded.</u>	<u>2, 5, 10 & 13</u>
<u>s. 171, 173, 174 and 181</u>	<u>To be an authorised officer to act and enter private land.</u>	<u>2, 5, 10 & 13</u>
<u>s. 172, 178 and 182</u>	<u>Power of entry for enforcement purposes and require certain information.</u>	<u>2, 5, 10 & 13</u>
<u>s. 245</u>	<u>Issue of Infringement Notices.</u>	<u>2, 5, 10 & 13</u>
<u>s. 249</u>	<u>Authority to act, on behalf of local authority, in proceedings directly related to the area of responsibility</u>	<u>2, 5, 10 & 13</u>



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Unit Titles Act 2010

Section	Description	Delegate
s. 32	Power to issue certificate so that a unit plan can be deposited	2, 10 & 15

Fast Track Approvals Act 2024

Section	Description	Delegate
s. 11	To determine the content of Council comments provided during pre-application consultation for referral applications.	1, 2, 4 & 10
s. 17(1)	To determine council comments to the Minister on a referral application	10
s. 17(3)	To determine if there are existing applications that would be competing applications, if a substantive application for the project were lodged.	1, 2, 4 & 10
s. 29	To determine the content of council comments provided during pre-application consultation for listed projects.	1, 2, 4 & 10
s. 30(3) & (4)	To determine relevant existing resource consents and notify existing consent holders	1, 2, 4 & 10
s. 30(5)	Notification to existing consent holders of a substantive application for a listed or referred project.	1, 2, 4, 7 & 10
s. 53(2)	To determine the content of council comments provided on a substantive application.	10
s. 70	Authority to provide comments on draft conditions.	10
s. 90	To provide any information requested by the EPA.	1, 2, 4 & 10
s. 99	Decision to lodge an appeal to the High Court	10
Cl 3, Sch. 3	Nomination of a person or persons for appointment as a panel member for a substantive application.	10
Cl 30, Sch. 5	To amend the district plan to include a designation following a decision by a panel to confirm or modify the designation.	1 & 10

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WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: DDS-06-10-02-05-14/250321048476

REPORT TO: COUNCIL

DATE OF MEETING: 1st April 2025

AUTHOR(S): Jeff Millward – Chief Executive

SUBJECT: Delegation to make decisions on behalf of Council as Requiring Authority

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

General Manager

pp Chief Executive

1. SUMMARY

- 1.1. This report is to request delegation to make decisions on behalf of the Council as Requiring Authority to the General Manager Utilities and Roading (GMUR).
- 1.2. The Council (in its role as a Territorial Authority) is currently in the process of developing, consulting on and adopting its Proposed District Plan (PDP) and will shortly be making decisions on the PDP. One of the many elements that require consideration in that process is designations that relate to Council owned assets.
- 1.3. Due to the conflict of interest that occurs with the Council having dual roles as both territorial authority making decisions on the PDP, and requiring authority for designations in the PDP, it is appropriate to delegate the decision making on behalf of Council as requiring authority for designations in the PDP to the GMUR.

Attachments:

- i. Designation Decision Making Process (Summary) - 250321048478.
- ii. S-DM 1053 General Manager Utilities and Roading Delegation - 250327053088

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 250321048476
- (b) **Delegates** decision-making on behalf of the Council as a Requiring Authority on the Council designations in the Proposed District Plan to the General Manager Utilities and Roading.
- (c) **Notes** that this is the appropriate delegation due to the conflict of interest that arises for other senior management in the Council.

3. BACKGROUND

- 3.1. The Council (in its role as a Territorial Authority) is currently in the process of developing, consulting on and adopting its Proposed District Plan.
- 3.2. Scheduled hearings on the PDP concluded in 2024. It is anticipated the Hearing Panel may issue recommendations to Council on the PDP and submissions by the end of April 2025. Council is then scheduled to consider Panel recommendations during May 2025, make decisions on these recommendations (other than for designations) by the end of June 2025, and publicly notify these decisions in mid July 2025. That will then initiate a

30 working day period in which the Council decisions on the PDP (other than for designations) may be appealed to the Environment Court.

- 3.3. However, the RMA process for decision making on designations in the PDP is different to decision making on the rest of the PDP. The differences are discussed below and summarised in Attachment i).
- 3.4. The Council as territorial authority can only make recommendations to requiring authorities on the designations in the PDP. The requiring authorities for those designations then have 30 working days in which to make decisions on the Council recommendations. The Council as territorial authority then has 15 working days to publicly notify the decisions of the requiring authorities. That will then initiate a 30 working day period in which the requiring authority decisions may be appealed to the Environment Court.
- 3.5. There is a conflict in that the Council is both the requiring authority for Council designations in the PDP, and territorial authority for decision making with respect to the rest of the PDP. To overcome any appearance of conflict, Council's designations in the PDP were prepared by an independent planning consultant on behalf of Council as requiring authority, and were assessed and reported on by another independent planning consultant on behalf of Council as territorial authority.
- 3.6. There needs to be a similar internal distinction between Council making recommendations as territorial authority on Council's designations, and who within Council makes decisions as requiring authority on those recommendations.
- 3.7. When the Council issues decisions on the other parts of the PDP, it can also issue at the same time recommendations to requiring authorities on the designations in the PDP, in its role as territorial authority. However, it would not be appropriate for the Chief Executive (CE) to make decisions on recommendations on Council designations, as the CE is both territorial authority and requiring authority. Instead, it is appropriate for decision making on Council recommendations on Council designations to be delegated to a management level below the CE.
- 3.8. It would therefore be appropriate for the General Manager Utilities and Roding (GMUR) to be given delegation from Council to make decisions on behalf of Council as requiring authority on the recommendations on Council designations by Council as territorial authority. All but one of Council's designations relate to matters managed by staff in the Utilities and Roding part of Council – i.e., water, wastewater, stormwater, solid waste and roading. The exception to this is the designation for the main Council campus, which is technically the responsibility of Property, however it is more efficient that decision making on recommendations on Council designations lie with one person. The decision of Council as requiring authority would be 'served' on the General Manager, Planning, Regulation and the Environment, who already has the delegation to act on behalf of Council as territorial authority.
- 3.9. To assist in this and in appearance before Council to discuss this, the GMUR may wish to engage independent planning advice, likely by an independent planning consultant.

4. ISSUES AND OPTIONS

- 4.1. The Council could choose to delegate the decision-making on behalf of the Council as a Requiring Authority on the Council designations in the Proposed District Plan to the General Manager Utilities and Roding. Due to the need to separate this role from the other decision making roles relating to the District Plan, and due to the fact that by far the majority of the designations relate to Utilities and roading assets, this option is recommended.
- 4.2. The Council could choose to delegate the decision-making on behalf of the Council as a Requiring Authority on the Council designations in the Proposed District Plan to a different

senior manager. As the Chief Executive and the General Manager, Planning, Regulation and the Environment already have roles in conflict with this task, this option is not recommended.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Ensuring designations are in place to indicate future works, or protect existing assets is a benefit to the whole community.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report.

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

6.2. Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.3 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

This matter is subject to the Resource Management Act.

7.3. Consistency with Community Outcomes

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

Transport is accessible, convenient, reliable and sustainable

Core Utilities are provided in a timely and sustainable manner.

7.4. Authorising Delegations

The Council has authority to delegate this function.

Attachment One: Designation Decision Making Process (Summary)

- Designations have a different and longer decision process compared to decisions on other parts of the proposed Plan.
- Regarding designations, under the RMA:
 - Council as territorial authority must:
 - Make **decisions** on submissions on designations; and
 - Make **recommendations** to requiring authorities on whether designation requirements should be confirmed, modified, or withdrawn.
 - The requiring authorities must then make decisions on those Council recommendations which may be accepted in full or in part or rejected.
 - The Council must then publicly notify the decisions of the requiring authorities and serve notice of those decisions on those who submitted on designations.
- Council is both territorial authority making decisions on the PDP, and requiring authority with designations in the PDP. This means the decision-making role of the Council as requiring authority must be separated from the recommendation role of Council as territorial authority.
- Decisions by Council as territorial authority on submissions on designations can be released at the same time as Council decisions on other parts of the PDP, along with Council recommendations to requiring authorities on the designations.
- Delegation is being sought by the General Manager, Utilities and Roading to make decisions on behalf of Council as requiring authority on the recommendations of Council as territorial authority. The decision would be 'served' on the General Manager, Planning, Regulation and the Environment, who already has the delegation to act on behalf of Council as territorial authority.

Territorial Authority publicly notifies decisions on submissions on designations (and on rest of PDP)



Environment Court appeal period
(30 working days)

Territorial Authority makes recommendations to Requiring Authorities on whether designations should be confirmed, modified or withdrawn



Requiring Authorities make decisions on Territorial Authority recommendations
(30 working days)



Territorial Authority publicly notifies decisions of Requiring Authorities and serves notice of decisions on submitters to designations
(15 working days)



Environment Court appeal period
(30 working days)



DELEGATIONS

Part 4

Delegation to Staff

General Manager Utilities and Roothing

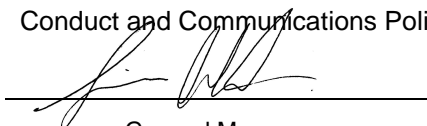
Introduction

The Council delegates the following functions to the General Manager Utilities and Roothing to maintain the separation between the Council's designations in the Proposed District Plan.

Resource Management Act 1991

1. Delegations as follows:

Section	Delegation
s. 1 Part 1 Clause 13	To make decisions on behalf of the Council as Requiring Authority on the Council designations in the Proposed District Plan.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** BAC-03-46/250227032221**REPORT TO:** COUNCIL**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Katherine Brocas, Senior Advisor Project Delivery**SUBJECT:** Conduct and Communications Policy**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 pp Chief Executive
1. SUMMARY

- 1.1. This purpose of this report is to circulate for information the Conduct and Communications Policy adopted by the Management Team at an operational level on 10th March 2025 and to inform the Council that individual Councillors may choose to apply the Policy or its strategies in part or in full in their personal capacity, and request support through the Chief Executive.
- 1.2. The Policy proposes to formalise the following:
- 1.2.1. Complying with Waimakariri District Council's ("WDC") duty of care obligations to staff by identifying the potential risks posed to health, safety and security and implementing measures to eliminate or control those risks. Staff safety is the key driver for this Policy.
 - 1.2.2. The Policy is intended to help WDC staff to employ a systematic and consistent approach to managing their interactions when confronted with unreasonable conduct or communications, by offering a framework of strategies, and providing advice on how to manage responses in these situations. There is no 'one size fits all' strategy within the Policy, a case-by-case assessment and application of the strategies is an expected outcome of the Policy's application.
 - 1.2.3. The Policy acknowledges that anger is an understandable and, to some degree, an acceptable emotion as long as it is not expressed through aggression or violence. In the absence of very good reasons to the contrary, the public have a right to access WDC services and this Policy ensures this access is maintained safely.
 - 1.2.4. The decision to change or restrict a person's access to our services as a result of their behaviour, will only be made at a senior management level and in accordance with this Policy.

Attachments:

- i. Conduct and Communications Policy Trim 250225030798.

2. RECOMMENDATION**THAT** the Council

- (a) **Receives** Report No. 250227032221.

- (b) **Notes** the Conduct and Communications Policy (attachment i, TRIM: 250225030798] has been adopted by the Management Team at an operational level 10th March 2025.
- (c) **Notes** that individual councillors may choose to apply the Policy or its strategies in part or in full in their personal capacity and request support through the Chief Executive.

3. **BACKGROUND**

- 3.1. On 10th March 2025, the Management Team adopted the Conduct and Communications Policy (attachment i). The key driver for this Policy is the rise in unreasonable conduct and communications directed towards staff. In these instances, the conduct or communications exhibited, due to their nature or frequency, raise substantial health, safety, resource or equity issues for our organisation, our staff, or our service users. This Policy addresses behaviours that are not criminally actionable but are deemed to be unreasonable behaviour in the circumstances.
- 3.2. This Policy has been drafted to capture many of the informal processes that the Waimakariri District Council (WDC) uses for managing behaviours and minimising risk to staff in one comprehensive document, using general language to allow it to be used across a range of circumstances. It aims to ensure a fair and comprehensive process is in place for managing or minimising the impact of unreasonable communications and conduct, while keeping staff and service users safe.
- 3.3 This Policy has been through multiple reviews, including through the Management Team and Simpson Grierson, to ensure it captures the objectives and purpose of such a Policy in a legally compliant and effective manner.

4. **ISSUES AND OPTIONS**

- 4.1. The Conduct and Communications Policy aims to address four types of unreasonable behaviours through strategies recommended in the Ombudsman's guidance. Briefly these categories are:
 - 4.1.1. Unreasonable persistence, which includes excessive emails/phone calls, or unwillingness to accept final decisions of the Council. This can include multiple requests from a single person or persons acting together, made in such a way that this affects our ability to serve the rest of the community adequately.
 - 4.1.2. Unreasonable demands, which includes insisting on communicating with the Mayor or elected members or senior management team where it is not warranted or appropriate.
 - 4.1.3. Unreasonable lack of cooperation, which includes circumstances where the Council may be inundated with disorganised requests, or where information is misquoted or presented dishonestly.
 - 4.1.4. Unreasonable behaviour, which includes acts of aggression, threatened or actual violence, discriminatory or racist remarks.
- 4.2. Strategies have been included in the Policy, with steps of escalation. Due to the nature of the possible unreasonable behaviours, it is expected that the strategies can provide a menu of options rather than a prescriptive list.
- 4.3. Elected members, in their personal capacity, may take whatever steps necessary to address issues of personal health and safety. Section 3.3 of the Policy enables any elected members to adopt the Policy or strategies within the Policy (in part or full) and be supported in this process by Council staff. This could be at an individual level, or by way of including the Policy into the Council's Code of Conduct. If Council wishes to include it in its Code of Conduct, an amendment to the Code of Conduct is required.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.4. 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

Some groups and organisations may be affected by or have an interest in the subject matter of this report. A small number of groups and organisations have significantly increased their level of interest in Council activities over recent times, and some people within these groups have been communicating more frequently, and at times in unreasonable ways with Council staff.

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. This Policy does not restrict or inhibit any member of the public from accessing Council services or staff, unless that behaviour reaches an unreasonable level as described within the Policy.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report.

This budget is not included in the Annual Plan/Long Term Plan. Any cost associated with developing this Policy (e.g. staff time) is being met within existing resources.

6.2. Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.3 Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report. The Policy will have the effect of improving the health and safety of staff.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002.

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report, including the following:

- Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.
- Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives.
- Waimakariri's diversity is freely expressed, respected and valued.

7.4. **Authorising Delegations**

Not applicable.

Conduct and Communications Policy

1. Policy context

- 1.1. The Waimakariri District Council (WDC) is committed to being an accessible council, the success of which is reliant on the ability to undertake our work in an effective and efficient way. As an employer, we must also protect the health, safety and security of our employees and the public when they are visiting our sites.
- 1.2. On occasion, when communications or conduct by members of the public becomes unreasonable, the resulting interactions with employees can disadvantage others in the community by taking up a disproportionate amount of WDC time and resources. Unreasonable communications and conduct may also affect the mental or physical health of WDC employees and members of the public. When this happens, we will take proactive steps to manage any behaviour that negatively and unreasonably impacts on WDC, its employees and other members of the public.

2. Policy objectives

- 2.1. This policy aims to ensure a fair and comprehensive process is in place for managing unreasonable conduct and communications and its impacts. The policy seeks to achieve this by:
 - Explaining what types of communications or conduct may be considered unreasonable behaviour
 - Providing guidance to employees on how to identify unreasonable communications or conduct
 - Clearly articulating the available strategies and protection measures available to employees when faced with unreasonable communications and conduct, and what is required to manage it in a WDC context
 - Setting out the review and complaints process available to members of the public.
- 2.2. A key outcome intended by this policy is to provide a framework for managing unreasonable communications and conduct that ensures that employees feel supported and safe while at work.

3. Statement

3.1. Unreasonable communications and conduct

- 3.1.1. Any communications or conduct that, due to their nature or frequency, raise substantial health, safety, resource or equity issues for WDC, our employees, or customers will be deemed to be unreasonable behaviour.
- 3.1.2. This policy will refer to both unreasonable customer behaviour, and unreasonable communications and conduct interchangeably.

3.1.3. Unreasonable behaviour that is disproportionate and impacts WDC by impacting our employees, services, time or resources, includes:

- (a) **Unreasonable persistence** by continued, incessant and unrelenting behaviour or actions, including, but not limited to:
 - Excessive phone calls, emails, visits, letters (including being copied into correspondence) after being asked not to
 - Contacting different people within WDC or externally to receive a different outcome or to illicit a more sympathetic response
 - An unwillingness or inability to accept reasonable explanations, including final decisions that have been comprehensively considered and communicated.
- (b) **Unreasonable demands** (express or implied) made by a person, including, but not limited to:
 - Insisting on talking to the Chief Executive or a senior manager, Mayor, or elected members when it is neither appropriate nor warranted, or where conversations with senior employees have already taken place
 - Demanding services that are of a nature or scale that we cannot provide (even after this has been explained)
 - Insisting on outcomes that are not possible or appropriate in the circumstances, such as calling for someone to be dismissed or prosecuted, or seeking an apology or compensation when there is no reasonable basis for expecting this.
- (c) **Unreasonable lack of cooperation** is the lack of willingness or ability of a person to cooperate with WDC, our processes, or our complaints system, including, but not limited to:
 - Sending a constant stream of incomprehensible or disorganised information without clearly defining any issues or explaining how they relate to the core issue or complaint
 - Displaying unhelpful behaviour, such as withholding information, acting dishonestly or misquoting others
 - Refusing to follow or accept instructions, requirements, processes or advice without a clear and justifiable reason for doing so.
- (d) **Unreasonable arguments** include any arguments that are incomprehensible, false or inflammatory, including, but not limited to:
 - Arguments not supported by sufficient evidence or are based on misinformation
 - Making false statements or accusations
 - Arguments that are defamatory or inflammatory.
- (e) **Unreasonable behaviour** is conduct that is unreasonable in all circumstances – regardless of how stressed, angry or frustrated a person is – because it compromises the health, safety and security of our employees, other service users or the person themselves, including, but not limited to:
 - Acts of aggression, verbal abuse, or the making of derogatory, discriminatory or racist remarks
 - Harassment, intimidation, stalking or physical violence (whether threatened or actual violence)
 - Rude, confronting and threatening communications.

3.2. Zero tolerance policy

3.2.1. WDC has a zero-tolerance approach towards any violence, harm or threats to any of its employees. Any conduct of this kind is unacceptable and will be dealt with in accordance

with our health and safety responsibilities, and where appropriate, may result in the involvement of the Police, courts or other agencies. In addition, the unreasonable behaviour may be addressed under this policy.

- 3.2.2. All employees are responsible for recording and reporting any incidences involving threats of, or actual, violence or harm. This should be recorded in a file note and forwarded to their manager. If further steps are required, this will be discussed and approved by the Management Team.

3.3. Application of this policy to Elected Members

- 3.3.1. Elected members are required to interact with members of the public in accordance with the Elected Member Code of Conduct, but they may decide to implement steps under this policy to address issues related to their personal health and safety.

Any elected member who wishes to implement any steps in this policy should first notify the Chief Executive, who will arrange for an employee(s) to assist the elected member.

- 3.3.2. Elected members may, at their absolute discretion, request support from the Council's IT Team to block specific email addresses or redirect specific email addresses to an alternative WDC address. It is for the elected member to decide whether or how they communicate their actions to the individuals concerned.
- 3.3.3. Elected members can refer any behaviour that they consider breaches this policy, which the elected member has chosen not to ignore, along with details of steps implemented either this policy or not, to the Governance Team Leader for referral to the Privacy Officer. The Privacy Officer will record any breach and the action taken for reporting purposes.

3.4. Managing unreasonable communications and conduct

- 3.4.1. WDC will be guided by the following principles when managing unreasonable communications and conduct:

- Impartiality
- Transparency and honesty
- Restrictions are proportionate to the unreasonable behaviour
- Adequate opportunity has been given to the customer to address their behaviour
- Our relationship to the customer will continue for the provision of infrastructure and certain services that must be provided, such as water supply, waste collection, etc.

- 3.4.2. If appropriate, the customer will have the time and opportunity to change their behaviour prior to the application of any strategies under this policy.
- 3.4.3. When we propose to implement any steps or strategy in this policy, our notification to the customer will include an explanation of the restriction being implemented, the reason for the restriction, the standard of behaviour expected before the restriction is reviewed and their right to complain to the Ombudsman.
- 3.4.4. Any arrangements made under this policy will be reviewed by the Chief Executive on an annual basis, or sooner at their discretion. The person concerned will be included in this process unless the Chief Executive, determines this may provoke further unreasonable behaviour.

3.5. Strategies that may be implemented

- 3.5.1. Customers may be asked to moderate their tone, language or frequency of interactions with WDC. Initial warning letters will be issued by a General Manager addressed to the customer, with a record held on file.
- 3.5.2. Customers may be asked to engage only with a nominated single point of contact who will assist both parties to work towards a resolution.
- 3.5.3. Customers may have modified or limited channels of communication with WDC, such as requiring "writing only" contact. Where correspondence is received in a manner that

contravenes this restriction, such as through email, it will either be returned or filed without acknowledgement.

- 3.5.4. Customers may have their access to WDC employees restricted to an “appointment only” basis. This may include meeting with two or more WDC employees, and where it is deemed appropriate, a third party such as security or local police.
- 3.5.5. Customers may be restricted to communication with WDC by way of a third-party support person nominated by the customer and approved by the Chief Executive, and only after other control measures have been excluded.
- 3.5.6. Customers may be completely restricted from accessing WDC employees and buildings. This is a method of last resort and the Chief Executive, or their delegates, may decide that it is necessary to completely restrict contact or access to our services. Access to our services may be restricted, directly or indirectly, by using legal mechanisms such as trespass or reporting the person to Police. Such restrictions are not taken lightly and where possible, even where a trespass exists, communication of the persons needs are to be received through a support person during their exclusion period.
- 3.5.7. At WDC’s sole discretion the customer may be invited to attend mediation or some other form of alternative dispute resolution to assist with resolving the issue between any WDC employee or elected member and the customer. This may be facilitated if the parties concerned agree to that approach.
- 3.5.8. Nothing in this policy prevents WDC, WDC employees or elected members from utilising legal mechanisms to address unreasonable conduct or communications that pose real and genuine fear of harm.

3.6. Referrals to relevant authorities

- 3.6.1. This policy does not limit WDC’s ability to refer a matter to the relevant authorities – matters of referral will be assessed on a case-by-case basis. This may include:
 - Referring electronic communications, including emails, to the relevant authorities, including Netsafe
 - Referral of extreme breaches of this policy to relevant third-party agencies, including New Zealand Police
 - Referring the customer to an external review agency, such as the Environment Court or the New Zealand Ombudsman.

3.7. Obligations under other Acts

- 3.7.1. This policy has no effect on an individual’s rights or WDC’s obligations under the Privacy Act 2020 or Local Government Official Information and Meetings Act 1987. WDC will ensure it continues to meet its obligations under these Acts.

3.8. Process for review

- 3.8.1. Customers who have their access to our services changed or restricted may ask for that decision to be reviewed.
- 3.8.2. The review will be undertaken by a General Manager who was not involved in the original decision to change or restrict access.
- 3.8.3. The review process involves the General Manager:
 - Considering the reasons provided in support of the requested review, the customer’s personal circumstances, including cultural background, along with all relevant records regarding the customer’s past conduct;
 - Conducting any interviews with the persons involved, including the customer, if that is considered appropriate or warranted; and
 - Advising the customer of the outcome of their appeal by letter. The employee will then refer any materials or records relating to the review to be kept in the appropriate file.

- 3.8.4. If a customer is still dissatisfied after the review process, they may seek an external review from an agency such as the Ombudsman.

3.9. Complaints

- 3.9.1. Persons who are alleged to have breached this policy and have received an e-mail or letter from WDC acknowledging the breach may bring a complaint to the Chief Executive.
- 3.9.2. The Chief Executive will objectively review the circumstances, and if appropriate, after speaking with or otherwise communicating with the complainant, make their determination.
- 3.9.3. The Chief Executive must refer an investigation to the Finance, Audit and Risk Subcommittee where the Chief Executive's actions are the subject of the complaint.
- 3.9.4. Nothing contained within this policy prevents a complaint being made directly to the Office of the Ombudsman.

4. Questions

Any questions regarding this policy should be directed to the General Manager, Organisational Development and HR in the first instance.

5. Relevant documents and legislation

- [Local Government Act 2002](#)
- [Local Government Official Information and Meetings Act 1987](#)
- [Health and Safety at Work Act 2015](#)
- [Privacy Act 2020](#)
- [Public Records Act 2005](#)
- [Harmful Digital Communications Act 2015](#)
- [Harassment Act 1997](#)
- [Trespass Act 1980](#)
- [Office of the Ombudsman Guidelines for Managing Unreasonable Complainant Conduct](#)

6. Effective date

14 March 2025

7. Review date

14 March 2028

8. Policy owned by

General Manager, Organisational Development and HR

9. Approval

Approved:



Chief Executive
Waimakariri District Council

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** Gov 11-01/ 250317044016**REPORT TO:** Council**DATE OF MEETING:** 1 April 2025**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** ANZAC Day Services 2025**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
pp Chief Executive**1. SUMMARY**

The purpose of this report is to appoint Council representation to attend the 2025 Anzac Day Services around the Waimakariri District and for the representative(s) to lay the wreaths on behalf of the Council and the people of Zonnebeke, Belgium.

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** report No 250317044016.
- (b) **Appoints** Mayor Gordon and Councillors to attend the Ohoka Anzac Day service to be held at 11am on Thursday, 24 April 2025, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillors to attend the Woodend Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial.
- (d) **Appoints** Councillors to attend the Sefton Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Councillors to attend the Pegasus Dawn Service to be held at 6am on Friday, 25 April 2025, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (f) **Appoints** Councillors to attend the Dawn Parade to be held at 6am on Friday, 25 April 2025, at the Rangiora RSA.
- (g) **Appoints** Mayor Gordon and Councillors to attend the Kaiapoi Dawn Service to be held at 6.30am on Friday, 25 April 2025, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahwi Community Board member.
- (h) **Appoints** Councillors to attend the Oxford Anzac Day service to be held at 9am on Friday, 25 April 2025, at the Oxford Cenotaph, and to lay a wreath.

- (i) **Appoints** Councillors to attend the RSA Memorial Service to be held at 9.30am on Friday, 25 April 2025, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (j) **Appoints** Mayor Gordon and Councillors to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Friday, 25 April 2025, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (k) **Appoints** Deputy Mayor Atkinson and Councillors..... to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Friday, 25 April 2025, at the Raven Quay Cenotaph.
- (l) **Appoints** Councillors to attend the Cust Anzac Day service to be held at 10am on Friday, 25 April 2025, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (m) **Appoints** Councillors to attend the Fernside Anzac Day Service, to be held at 10am on Friday, 25 April 2025 at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (n) **Appoints** Mayor Gordon and Councillors to attend the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph, and to lay a wreath.
- (o) **Appoints** Deputy Mayor Atkinson and Councillors to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph.
- (p) **Appoints** Councillors to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 11.30am on Friday, 25 April 2025, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (q) **Appoints** Councillors to attend the Striking of the Flag at 2pm on Friday, 25 April 2025, at the Loburn War Memorial.
- (r) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (s) **Circulates** a copy of this report to all Community Boards for information.

3. **BACKGROUND**

- 3.1 Anzac Day is on Friday, 25 April 2025, and it is normal for a representative of the Council to attend services to lay the wreaths (if required) on behalf of the district. Wreaths are also laid at Rangiora and Kaiapoi on behalf of the people of Zonnebeke, Belgium, to support the twinning relationship between the two districts. A reciprocal arrangement is made with the District of Zonnebeke.
- 3.2 Representatives from the Community Boards will lay wreaths at the Woodend, Kaiapoi Citizens, Oxford, and Rangiora services. They will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

4. **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Thursday, 24 April 2025, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Community Centre.

- 4.2 All other services will be held on Friday, 25 April 2025, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 The Ashley School will commemorate ANZAC Day with a short ceremony on Friday, 11 April 2025, at 2.15pm in the Ashley School Hall. Staff approached the school, however it is advised that this is a school function and therefore have not sought a Council representative to be present.
- 4.4 On Friday, 25 April 2025, the Kaiapoi Citizens' Service will be held at 10am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service at 6.30am at the War Memorial at Raven Quay. Community participation will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.5 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.6 The times of the services are:

Thursday 24 April 2025:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Friday 25 April 2025:	Dawn Parade – RSA Rangiora	6am
	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11am
	West Eyreton Service	11.30am
	Loburn War Memorial – Striking of the Flag	2pm

4.7 **Implications for Community Wellbeing**

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

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

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

The Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured.

5.2 **Groups and Organisations**

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

5.3 Wider Community

The events will be advertised before the day (in local newspapers, on the Council web, and on Council Service Centre TV screens), outlining the time and place of ceremonies in the Waimakariri District. The community is most welcome and encouraged to attend one or more services.

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

6. **IMPLICATIONS AND RISKS**

6.1 Financial Implications

The costs for wreaths, advertising, traffic management, service sheets and staff time are met from the Governance Budget under GL10.135.343.2465, which has a budget of \$18,420. The anticipated costs are as follows:

Traffic Management	\$13,500
Wreaths (18)	\$ 3,240
Staff Cost	\$ 1,500
Service Sheets	\$ 500
Total	\$18,740

The Council's Greenspace Team undertakes maintenance work at the various memorial sites prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also makes provision for annual grants of \$4,000 to the various RSAs for miscellaneous costs of hosting the Anzac Day Services. The Council also covers the cost of \$3,785.80 for the hiring of a sound system to be used at the Kaiapoi War Memorial Service.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

The adoption/implementation of the recommendations in this report does not involve risks. Traffic management plans have been implemented in conjunction with the RSAs.

6.4 Health and Safety

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

7 **CONTEXT**

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** FIN-01 / 250212022685**REPORT TO:** Audit and Risk Committee**DATE OF MEETING:** 11 March 2025**FROM:** Greg Bell, Acting General Manager Finance and Business Support**SUBJECT:** Amendment to Treasury Policy**SIGNED BY:**
(for Reports to Council or Committees)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to recommend a change to the interest rate management section of the Council's Treasury Policy.
- 1.2. Borrowing exposes the Council to the inherent risk of interest rate volatility and the aim of interest rate risk management is to reduce this risk and to maintain a more stable average interest rate in the medium term.
- 1.3. The change proposed has been recommended by the Council's Independent Treasury Advisor, Bancorp, and would make the policy more flexible by allowing a lower level of interest rate hedging. By nature this allows for greater risk exposure, but also allows for a greater level of management of interest rate costs.

Attachments:

- i. Bancorp letter date 4 February 2025 (Trim 250205019240)

2. RECOMMENDATION**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 250212022685.
- (b) **Recommends** to the Council that it amends the interest rate risk management section (section 3.5) of the Treasury Policy, effective from 1 April 2025 to the following limits:

Current limits for proportion of interest rates fixed	Proposed limits for proportion of interest rates fixed
Minimum 50% to Maximum 100% for years 0 – up to 3 years Minimum 30% to a Maximum 80% for years 3 – up to 6 years Minimum 0% to a Maximum 50% for years 6 – up to 10 years.	Minimum 40% to a Maximum 100% for years 0 – up to 2 years Minimum 25% to a Maximum 80% for years 2 – up to 4 years Minimum 0% to a Maximum 60% for years 4 – up to 10 years.

- (c) **Notes** that staff have held off putting in place interest rate hedging for year 6 of the policy (2030) to allow the Council to make a decision on the proposed policy change.
- (d) **Notes** that staff have pre-funded the required debt repayments for the 2025 calendar year to maintain the Council's strong liquidity position.

3. **BACKGROUND**

- 3.1. The Treasury Policy guides the way the Council manages and controls its borrowing and investment activities. The aim of the Policy is to enable treasury risks to be managed prudently with an appropriate balance of risk and return. It also meets the requirement of the Local Government Act 2002 to have a Liability Management Policy, which includes a requirement to have a policy on interest rate exposure.
- 3.2. Interest rates are driven by national and international economic and market factors. Rates tend to move up and down in cycles that link to economic cycles, but can move very quickly at certain times such as after the global financial crisis in 2008 and over the past three years. If all of the Council's borrowing was on a floating interest rate, ratepayers would be exposed to the risk of significant volatility in the level of Council rates. For example, a 1% change in interest rates on current net borrowing is a movement up or down of over \$2 million per year.
- 3.3. Interest rates can be fixed by either taking out fixed rate borrowing or using hedging instruments that offset the interest rate movements on variable rate borrowing, in effect converting the interest rate from variable to fixed. These hedging instruments are separate transactions from the underlying borrowing and for Waimakariri they are generally interest rate swaps.
- 3.4. The current Treasury Policy was updated in May 2024 and includes interest hedging limits that are relatively cautious, that is they require for a relatively high proportion of hedging and require a degree of hedging to be in place for 6 years.

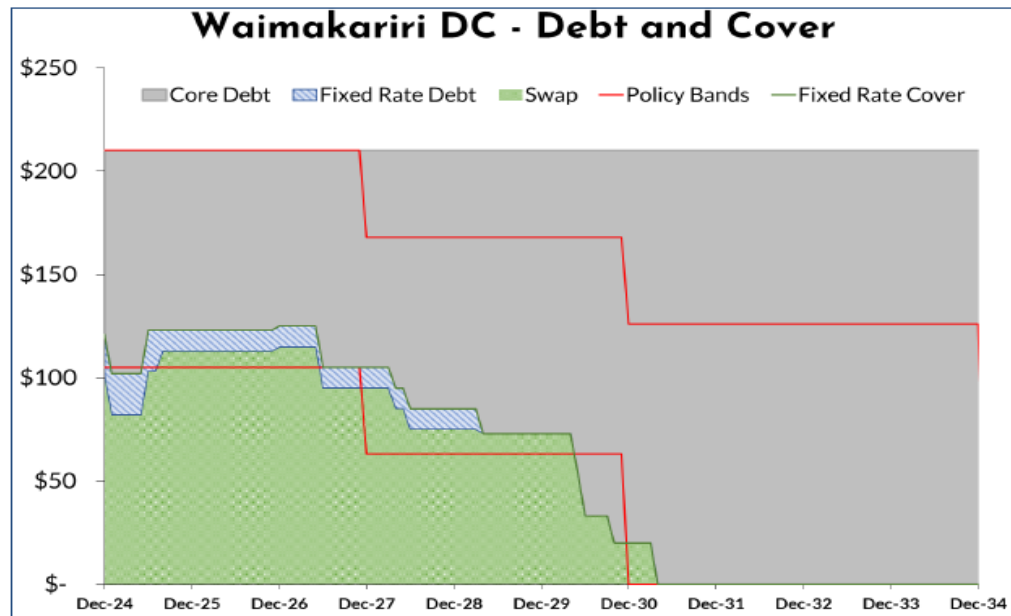
4. **ISSUES AND OPTIONS**

- 4.1. In its letter dated 4 February 2005 Bancorp (Council's independent Treasury Adviser) has recommended changes to the Council's fixed rate hedging percentages. These are:
 - a decrease in the minimum fixed rate hedging percentages in both the new 0-2 years' and 2-4 years' timeframes;
 - an increase in the maximum hedging percentage in the new 4-10 years' timeframe; and
 - no minimum required for beyond years 4.
- 4.2. The current and proposed limits are set out in the table below.

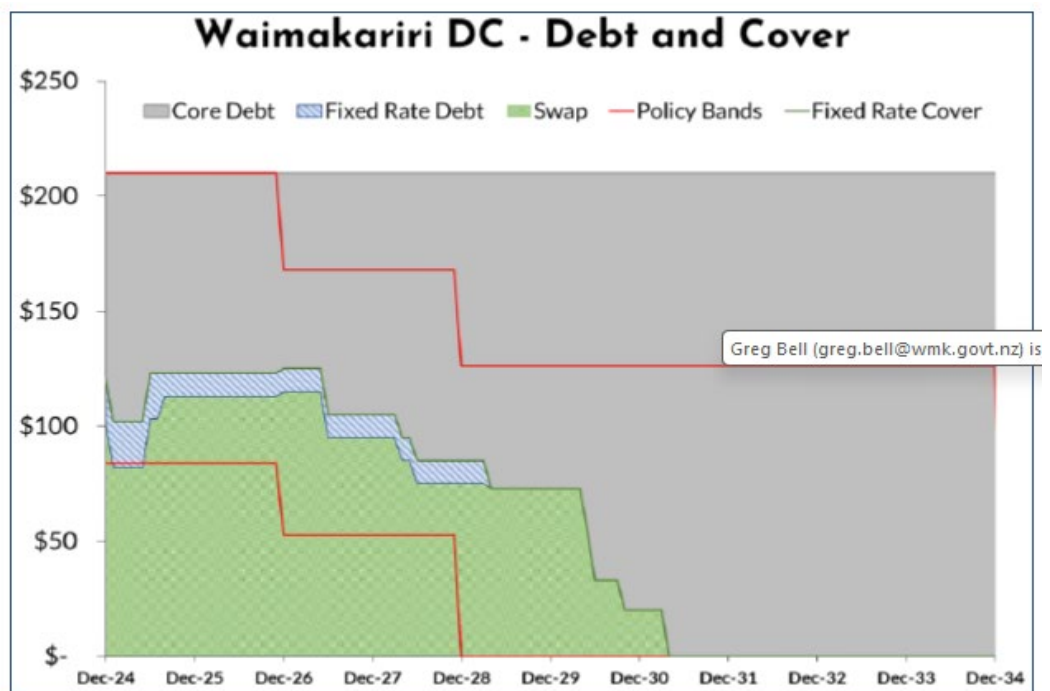
Current limits for proportion of interest rates fixed	Proposed limits for proportion of interest rates fixed
Minimum 50% to Maximum 100% for years 0 – up to 3 years Minimum 30% to a Maximum 80% for years 3 – up to 6 years Minimum 0% to a Maximum 50% for years 6 – up to 10 years.	Minimum 40% to a Maximum 100% for years 0 – up to 2 years Minimum 25% to a Maximum 80% for years 2 – up to 4 years Minimum 0% to a Maximum 60% for years 4 – up to 10 years.

- 4.3. An illustration of the impact of the recommended change is set out in the following two charts. In the two charts the amount of fixed rate hedging required is between the upper and lower red lines, and the amount of actual hedging in place is shown as green and blue hatching. The first chart shows the current fixed rate hedging limits and identifies where current hedging is less than required to meet policy (where the green coloured swaps cover falls below the lower red line in 2030). The second chart shows the proposed fixed rate hedging limits and indicates that the current level of hedging is well within the proposed bands.

Current fixed rate hedging limits



Proposed fixed rate hedging limits



- 4.4. Bancorp has recommended the change “due to the world economy being in a lower growth, lower inflation and lower interest rate environment than when the parameters were introduced in the 2000’s”. They also indicate that “the amended parameters also alleviate, to some extent, the need to ‘micro-manage’ exposures merely to achieve policy compliance that, in reality, adds little economic benefit. The recommended parameters are used by the large majority of Bancorp Treasury’s local authority clients.”
- 4.5. Staff support the recommended change as it provides for more flexibility when appropriate (the current policy can require swaps to be taken out for compliance when our advisers consider the market conditions to not be ideal) and is in line with other councils.
- 4.6. An illustration of the risk that compliance requirements may require interest rate hedging with limited economic benefit is the current area of non-compliance in the 2030 calendar year. To achieve compliance with policy the Council would need to put in place over \$60m of hedging to cover the 2030 year. Bancorp indicated in December last year that it was not particularly good timing for placing such a large transaction and that the hedging would be being put in place for compliance purposes rather than efficient debt management. Taking into account this advice, and with the agreement of the Chief Executive, staff did not place the swaps that would have been required to maintain policy compliance, pending a review of the fixed rate hedging limits.
- 4.7. On a related matter, staff have taken out borrowing to pre-fund the repayment of loans that mature in the 2025 calendar year (\$20m in April and \$10m in August). To repay these loans the Council needs to borrow the same amount again through replacement loans. The amount of borrowing that an organisation needs to repay in the coming year compared with its liquid assets and confirmed credit facilities is taken into account by S&P Ratings when they assess an organisation’s credit rating. This is because the ability to repay loans is a key risk that the rating agencies are assessing. The greater the amount an organisation needs to borrow so that it can repay loans that fall due increases the risk in relation to the repayments and reduces the rating score calculated by S&P (specifically the liquidity component of the score).
- 4.8. There are two main options for reducing this risk; establishing credit facilities with a bank (the Council currently holds a \$10m facility) and/or borrowing the amount that is required in advance of it being due for repayment. This borrowing in advance is generally called pre-funding and is a common treasury management practice. In order to reduce the risk associated with the debt repayments due over the coming year, staff put in place pre-funding by borrowing in December rather than waiting until the loans are due for repayment. The proceeds of the pre-funding are being held in term deposits until the loans fall due. This action improved the Council’s liquidity score in the recent S&P rating review that confirmed the Council’s credit rating as AA (negative outlook). Staff plan to continue with this approach in future years as there are significant amounts of debt repayments due in the coming years that will otherwise reduce the Council’s ratings score.
- 4.9. Options
 - 4.9.1. The Audit and Risk Committee could receive the report and recommend to the Council the proposed changes to the Treasury Policy; or
 - 4.9.2. Decide to reject the changes and continue with the existing fixed rate hedging policy limits.
- 4.10. The Management Team has reviewed this report and supports the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by the subject matter of this report.

5.2. **Groups and Organisations**

Bancorp Treasury Services Limited provide the Council with independent advice on treasury operations.

5.3. **Wider Community**

The wider community is not likely to be directly affected by, or to have a direct interest in the subject matter of this report. The Council reports on its financial position through the Annual Report that is reviewed by the stakeholders, ratepayers, investors and community at large.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

Changing the fixed rate hedging limits does not have direct financial implications, but changes are designed to make the policy more flexible which could lead to future financial implications. In general, the lower level of hedging required could mean that the Council could achieve a lower cost of borrowing as it would reduce the amount of hedging required for policy compliance purposes. On the other hand, less hedging could result in a higher cost of borrowing if interest rates were to rise rapidly in the future and the Council was more exposed to rising interest rates. A key point to note is that a more flexible policy on hedging does not necessarily mean less hedging and the actual amount of hedging and time period of hedging need not be lower than under the existing policy. Hedging transactions will continue to be carried out on the basis of the advice from the Council's independent treasury adviser.

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**

Interest rate risk management involves mitigating the risks associated with interest rate volatility and the aim is to reduce uncertainty in relation to interest costs rather than to minimise interest costs. More flexible fixed rate hedging limits could expose the Council to greater risk of rising interest costs at a time of interest rate increases. However as indicated in paragraph 6.1 above, a more flexible policy does not necessarily mean less hedging and therefore does not necessarily mean increased risk exposure.

The pre-funding of loan repayment is also a risks management activity as it reduces the risk of an organisation being unable to meet its obligations. This reduction in risk is reflected in credit rating agency assessments.

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. **Consistent with Policy**

The Treasury Policy contains the controls and management framework for managing liabilities, debt and investments. The framework and policy is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. **Authorising Legislation**

The Local Government Act 2002 requires councils to have a Liability Management Policy, including a policy on interest rate exposure.

7.3. **Consistency with Community Outcomes**

Directly or indirectly the Council management of its borrowing affects the Council's ability to deliver against all its community outcomes.

7.4. **Authorising Delegations**

Under delegation S-DM 1022, the Audit and Risk Committee is responsible for the review of liability management policies and recommending changes to the Council, including amendments to controls limits.

Under the Treasury Policy:

- the Treasury Management Committee (consisting of the Chief Executive, General Manager Finance and Business Support, Finance Manager and an Independent Treasury Advisor) is responsible for monitoring and reviewing the ongoing treasury risk management performance of the Council, ensuring compliance with treasury policy parameters and approving all risk strategies for execution by the delegated authority;
- the Chief Executive has overall responsibility for all activities relating to implementation of approved treasury policy and to approve risk management hedging strategies beyond General Manager Finance and Business Support's discretionary authority;
- the General Manager Finance and Business Support has responsibility for reviewing approving recommended risk management hedging strategies; and
- the Finance Manager has responsibility to recommend to the General Manager Finance and Business Support and the Treasury Management Committee appropriate borrowing, investment and treasury risk management strategies.



BANCORP

BANCORP TREASURY SERVICES LIMITED

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Tel: 64-9 912 7600.

PRIVATE AND CONFIDENTIAL

4 February 2025

Greg Bell
Acting General Manager, Finance & Business Support
Waimakariri District Council
Private Bag 1005
RANGIORA 7440

Dear Greg

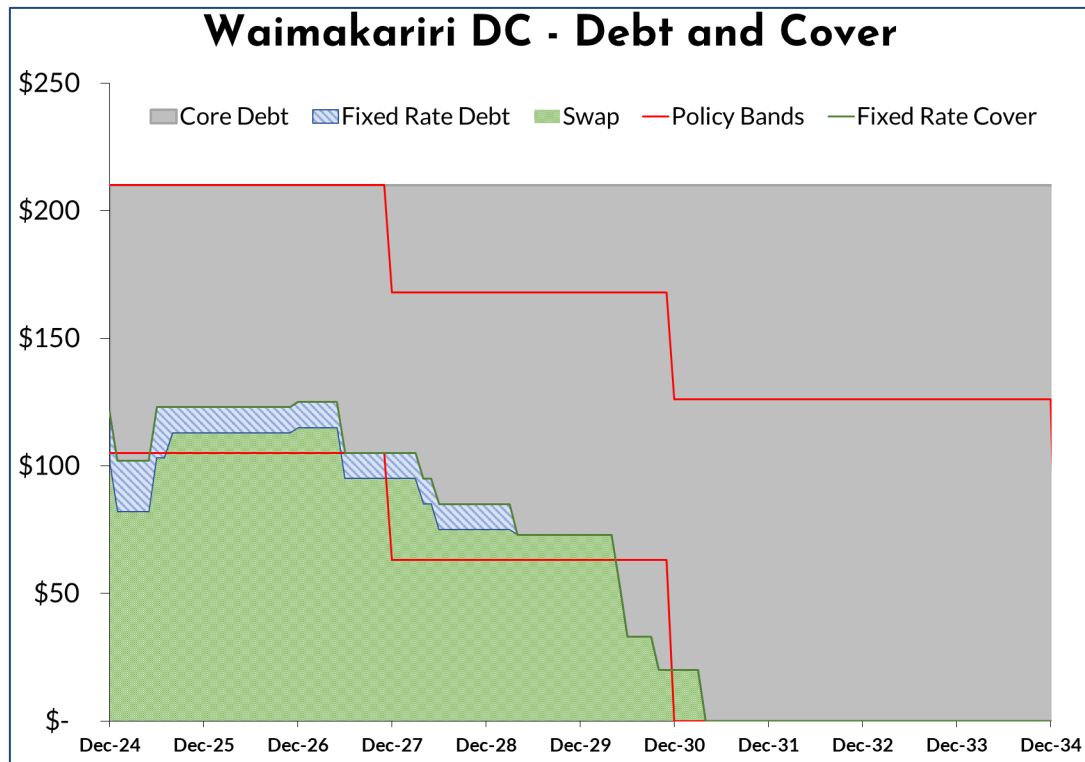
AMENDMENTS TO TREASURY POLICY

Further to our discussions, Bancorp Treasury Services Limited (“Bancorp Treasury”) provides details of possible amendments to the Treasury Policy of Waimakariri District Council (“WDC”).

WDC manages its interest rate risk using a set of parameters that are contained in Section 3.5 of the Treasury Policy. These parameters detail the minimum and maximum amounts of fixed rate cover that WDC shall adhere to when managing its core debt. The existing parameters are as follows.

Fixed Rate Hedging Percentages		
	Minimum Fixed Rate	Maximum Fixed Rate
0 – 3 years	50%	100%
3 – 6 years	30%	80%
6 – 10 years	0%	50%

The debt and cover profile using the above parameters is depicted in the chart on the following page. It shows that as at 31 December 2024 WDC was not policy compliant.



Bancorp Treasury recommends that a number of changes to WDC's Fixed Rate Hedging Percentages are justified due to the world economy being in a lower growth, lower inflation and lower interest rate environment than when the parameters were introduced in the 2000's. The new paradigm favours a reduction in fixed rate hedging timeframes, a slight decrease in the minimum fixed rate hedging percentages in both the new 0-2 years' and 2-4 years' timeframes and a slight increase in the maximum hedging percentage in the new 4-10 years' timeframe. The latter change enables interest rate risk management to be carried out more efficiently by increasing the gap between the minimum percentage in the 2-4 years' timeframe and maximum percentage in the 4-10 years' timeframe.

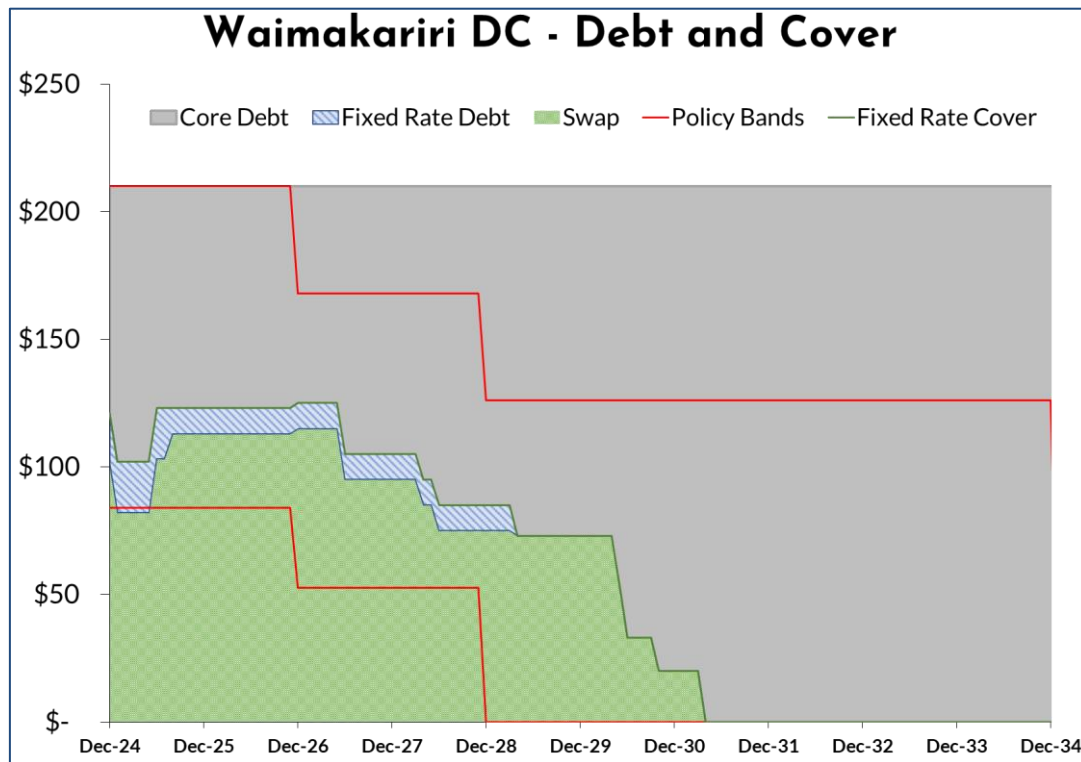
It is important to note that the changes are not being submitted merely to enable the policy to suit the strategy. Rather, the new economic and monetary policy environment in which both the world and New Zealand are operating favours such changes to the policy. Furthermore, the amended parameters also alleviate, to some extent, the need to 'micro manage' exposures merely to achieve policy compliance that, in reality, adds little economic benefit. The recommended parameters are used by the large majority of Bancorp Treasury's local authority clients.

Bancorp Treasury recommends the following new Fixed Rate Hedging Percentages for WDC. The changes are highlighted in red.

Fixed Rate Hedging Percentages		
	Minimum Fixed Rate	Maximum Fixed Rate
0 - 2 years	40%	100%
2 - 4 years	25%	80%
4 - 10 years	0%	60%

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The debt and cover profile incorporating the above parameters is depicted in the chart on the following page.



The above graph indicates that as at 31 December 2024 WDC is policy compliant using the recommended parameters.

We will contact you shortly to discuss this letter, in the meantime, please contact us if you have any questions or require further information.

Yours sincerely

MILES O'CONNOR
Manager, Corporate Services

Mobile: 021 665 648
Email: m.oconnor@bancorptreasury.com

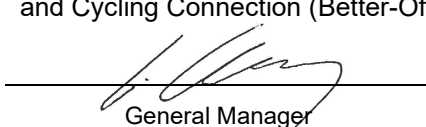
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WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-115 / 241220227289**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 17th March 2025**AUTHOR(S):** Kieran Straw – Civil Projects Team Leader
Joanne McBride – Roading and Transportation Manager**SUBJECT:** Consideration of Options for Progressing the Kaiapoi to Woodend Walking and Cycling Connection (Better-Off Funding)**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report provides an update on the Kaiapoi to Woodend Cycleway, previously approved through the Transport Choices Programme of walking and cycling facilities (utilising Better off Funding), and seeks approval to proceed with a reduced scope option.
- 1.2. The reduced scope of the proposed Kaiapoi to Woodend Cycleway would allow for construction of the cycleway within the Kaiapoi urban area, between Smith Street and Pineacres intersection, as this section of the overall cycleway can be constructed without being impacted by the proposed construction of the Belfast to Pegasus Motorway extension (RoNS Project).
- 1.3. For the section of cycleway between Smith Street and Pineacres, the level of service is proposed to be reduced from what was previously approved by Council, with the revised proposal including provision for a neighbourhood greenway on Old North Road, rather than an off-road shared path. This would not preclude an off-road path being built in the future, should future funding become available.
- 1.4. The Better-Off Funding budget that was allocated to this cycleway project must be used for either its original stated intent (this walking & cycling connection), or the funding may be reallocated to a 3 Waters project. Funding may not be reallocated to any other project.
- 1.5. As part of the RoNS Belfast to Pegasus Project, consideration is being given to walking and cycling connections where the new Woodend Bypass will meet the local roads (including Pineacres / Williams Street). This is to be included within the design.
- 1.6. When the Woodend Bypass is operational and Main North Road is handed over to Council as part of the revocation process, there will be an opportunity to consider the further extension of a connection from Pine Acres to Woodend.

Attachments:

- i. Smith Street to Pineacres – Recommended Plan of Works (Trim No. 250218025772)
- ii. Smith Street to Pineacres – Previously approved Plan of Works (Trim No. 250304035141)

2. **RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 241220227289.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council

- (b) **Approves** the expenditure of the existing Better-Off budget to the construction of the amended design (Option Two) within this report for the cycleway between Smith Street, and Lees Road, and for a footpath from Lees Road to Pineacres if budget allows, at an estimated cost of \$962,100, to be funded from the Kaiapoi to Woodend Cycleway budget (PJ102289) which has an available budget of \$965,090.
- (c) **Approves** the amended Plan of Works (Trim no. 241220227289) including the installation of seven additional “watts profile” speed humps in Old North Road, to ensure a low-speed environment suitable for a Neighbourhood Greenway.
- (d) **Notes** that the recommendations included within this report removes the off-road shared path on Old North Road, and instead provides provision for a Neighbourhood Greenway only.
- (e) **Notes** that the low-speed environment for the “Neighbourhood Greenway” will be reinforced with additional shared space signage, and associated line marking (including green slurry).
- (f) **Notes** that the recommendations also include a provisional item for a footpath connection from Lees Road to Pineacres, to be installed if budgets allow.
- (g) **Notes** that the completion of the facilities between Smith Street and Pineacres Intersection will provide the first stage to any future connection through to Woodend following the completion of the Belfast to Pegasus Motorway Extension.
- (h) **Notes** that design components of Smith Street to Pineacres have previously been approved by Council through the Transport Choices Programme.
- (i) **Notes** that the Better Off Funding was sought specifically for the purpose of delivering the Kaiapoi to Woodend Cycleway, and that this budget is required to be spent by 30 June 2027.
- (j) **Notes** that should the recommendations in this report not be supported, then staff would take a further report to Council requesting the relocation of funding to a 3 Waters Project.

3. **BACKGROUND**

- 3.1. The Waimakariri District Council have developed a Walking & Cycling Network Plan which outlines a strategy (subject to funding) to improving walking & cycling connections within the district. The purpose is to deliver safe and accessible facilities, which provide people with choice around transport modes and how they choose to travel.
- 3.2. The Better-Off Funding package consists of several projects worth a total of \$5.54M.
- 3.3. One of these projects was “Project 1 – Woodend to Kaiapoi Cycleway”. The Better-Off funding was to be utilised as the Council Share of this project, with the remainder being co-funded by NZ Transport Agency through it's now cancelled “Transport Choices Programme”.

- 3.4. In October 2023 the previous government announced that the Transport Choices Programme was on hold until the new government was in place. The new government subsequently withdrew all Transport Choices funding for projects that had not yet been approved by NZ Transport Agency.
- 3.5. At the same time, the new government announced that the Woodend Bypass project would be “fast-tracked” as a Road of National Significance (RoNS).
- 3.6. In March 2024 staff held a workshop with Council which was to provide an update to Council on the Draft Policy Statement for Land Transport, and to seek feedback on the funding for the previously approved walking and cycling projects that were included within the Transport Choices funding stream.
- 3.7. As a result of this, the Woodend to Kaiapoi Cycleway was put on hold. However, the local Council portion of the funding (the Better-Off Funding) budget remains, and a decision is required on whether to progress this project or allocate the funding elsewhere.
- 3.8. Staff have confirmed with the Department of Internal Affairs that the Better-Off funding allocated to this project must be used either for the originally intended cycleway project or reallocated to a 3 Waters project.
- 3.9. Consideration has been given to the options available to reduce the scope of works within the area between Kaiapoi Town Centre and Pineacres from what was previously approved by Council. This includes reverting to a neighbourhood greenway on Old North Road, rather than an off-road shared path.
- 3.10. Options for traffic calming on Main North Road have been considered and “watts profile” speed humps are considered to be the most appropriate as they are effective at controlling speed and cost effective.
- 3.11. Speed and antisocial driver behaviour was previously noted as a concern from residents along Old North Road during the early drop-in sessions. Watts profile speed humps were generally supported by residents who attended the drop in sessions.

4. **ISSUES AND OPTIONS**

- 4.1. The Council has a number of options in terms of utilising the existing funding.
- 4.2. Option One: Do no further works on the cycleway and reallocate Better-Off Funding to a 3-Waters Project.

This option would result in no further work being undertaken on the Kaiapoi to Woodend Cycleway and a reallocation of the budget to a 3 Waters project(s).

At this stage, no works have been completed by staff to determine which 3 waters project could benefit from this funding. This would require a further report to Council for decision should this option be preferred.

Better-Off funding is required to be spent by 30 June 2027.

Constructing this portion of the cycleway is beneficial for Kaiapoi residents and will still be required in the future when a connection to Woodend is completed following the completion of the Belfast to Pegasus Motorway extension. As such this is not the recommended option.

4.3. Option Two: Proceed with expenditure of Better Off Funding, on a cycleway between Smith Street and Lees Road that is scoped to be carried out within the existing budget (reduced scope)

This option seeks to utilise the existing “Better Off” funding to construct as much of the previously approved cycleway between Kaiapoi and Woodend as funding allows.

This option recognises that aspects of the previously approved cycleway will need to be altered or removed in order to carry out this work within the existing budget. Therefore this option is to proceed with all works as previously approved within Report No. 230830134485 between Smith Street and Pineacres Restaurant & Bar with the following exceptions:

- Old North Road is proposed to be a “Neighbourhood Greenway” between Dale Street, and No. 110 Old North Road, rather than the off road shared path previously approved.
- The path north of Lees Road to Pineacres is to be a 1.8m footpath only and is to be included as a “Provisional Item” to be constructed if budget allows.

In order to ensure a safe “Neighbourhood Greenway”, seven additional speed humps over and above the previously approved design will be required. Speed humps are proposed to be installed at 80-90m spacing’s along the length of Old North Road. Note that with this option, the off-road cycleway will be constructed around the curves at the northern end of Old North Road

This is the recommended option as it provides the basis for the future connection to Woodend utilising the existing budget available, which does not have a rating impact for the district. This portion of the route is not impacted by the proposed construction of the Woodend Bypass and can be constructed independently of the rest of the route to Woodend.

4.4. Option Three: Proceed with expenditure of Better Off Funding, and Annual Budget (Local Share only) on cycleway between Smith Street and Lees Road (full scope as previously approved)

This option seeks to utilise the existing “Better Off” funding, in addition to the local share of budget within the Annual Plan to construct the full scope of the previously approved cycleway between Smith Street and Pineacres.

This option would provide a separated cycleway along the full length of Old North Rd, and from Lees Rd to Pineacres.

The cost estimate for this option is \$1,372,000 and would require budget to be brought forward as this was previously moved out in the Annual Plan.

This is not the recommended option as it will have a minor rating impact, and previous feedback from Council indicated a reluctance to proceed with any cycleway project without NZTA co-funding.

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

The provision of a cycle connection between Kaiapoi and Woodend has been the subject of multiple requests over the years and was well supported during all consultation processes completed to date. Although the recommendations of this report do not address this network deficiency, they will assist with cycling within Kaiapoi township, and this project will provide a future key link to any future cycling facility to Woodend.

- 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.

Extensive consultation regarding the alignment has been carried out as part of the previously completed design phase. This also includes a Cultural Statement for the Kaiapoi to Woodend Archaeological Authority which has been completed regarding this project.

Upon approval of this report, all stakeholders, including Te Ngāi Tūāhuriri will be provided with a project update.

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.

Many impacted stakeholders were identified across all projects during the development of the Transport Choices programme. These stakeholders have been informed of the current status of the projects.

Should this report be approved, all stakeholders identified for this project will receive a project update notice, advising them of the proposed works. Note that when approached originally, the majority of residents were happy with the Neighbourhood green design, as it would encourage lower speeds. Note also that despite strong opposition to a Neighbourhood Greenway in Peraki Street, informal feedback suggests that the majority of residents are not unhappy with the final result.

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.

Feedback from the wider community was reported on during the consultation of the Walking and Cycling Network Plan, in which 82% favoured an increase in investment from Council towards constructing walking and cycling infrastructure.

Utilising the available budget will provide a portion of this key link, in anticipation of extending the cycleway through to Woodend in the future, once the current State Highway is handed over to Council ownership upon completion of the Woodend Bypass.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

There is currently budget of \$965,090 within PJ 102156.000.5135 for the development of the Kaiapoi to Woodend Cycleway. This budget is the “Better-Off” component of the funding towards this project and is remaining following the withdrawal of the Transport Choices funding.

Description	Budget	Totals
Woodend to Kaiapoi (better-off Funding)	\$965,090	\$965,090
Spend to date		\$1,936
Available Budget		\$963,154

Therefore, there is available budget to be able to undertake this project with a reduced scope.

6.2. Sustainability and Climate Change Impacts

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

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

6.3 Risk Management

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

Constructing cycle facilities to the northern end of Kaiapoi may renew calls from the public to provide a safe walking and cycling connection to Woodend utilising the existing unformed road corridor as an interim measure until the Woodend Bypass is completed. To help mitigate this risk, the shared path will stop at Lees Road, and a footpath constructed between Lees Road, and Pineacres Restaurant.

The recommended option provides for pedestrians and cyclists sharing the existing road carriageway on Old North Road. There is an “S” bend at the northern end of the site with limited visibility. Vehicle speeds will be mitigated with speed humps, however there is still a risk remaining that there could be conflicts between motorists and pedestrians / cyclists at this location. As such, the shared user path will commence prior to the “S” bend to ensure cyclists and pedestrians are not sharing the road at this location with poor inter-visibility. It should also be noted that past projects to construct a Neighbourhood Greenway have resulted in positive feedback from residents, despite strong opposition initially. Peraki Street is a good example of this.

The significant scaling back of the implementation of the Walking & Cycling Network Plan may be perceived as failure to deliver the promises of the Walking and Cycling Strategy that has previously been adopted by Council.

6.4 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002 and the Land Transport Act are relevant in this matter.

7.3. Consistency with Community Outcomes

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

Cultural

...where our people are enabled to thrive and give creative expression to their identity and heritage...

- *Public spaces express our cultural identities and help to foster an inclusive society.*
- *The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.*

Social

A place where everyone can have a sense of belonging...

- *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.*

Environmental

...that values and restores our environment...

- *People are supported to participate in improving the health and sustainability of 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.*
- *Our communities are able to access and enjoy natural areas and public spaces.*

Economic

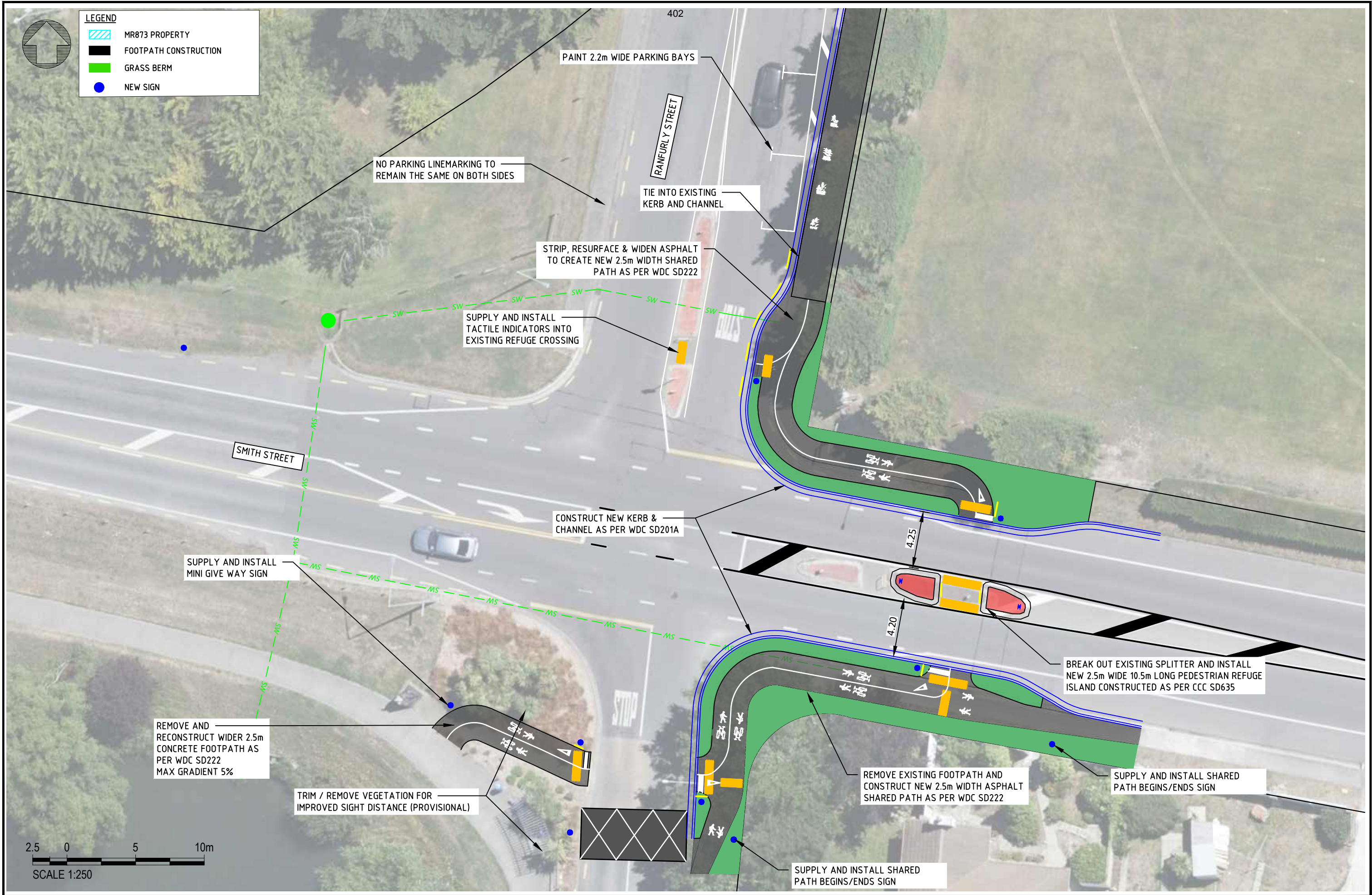
...and is supported by a resilient and innovative economy.

- *Infrastructure and services are sustainable, resilient, and affordable.*

7.4. Authorising Delegations

The Kaiapoi-Tuahiwi Community Board had delegation to 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.

The Council has the authority to accept this report and approve the recommendations.



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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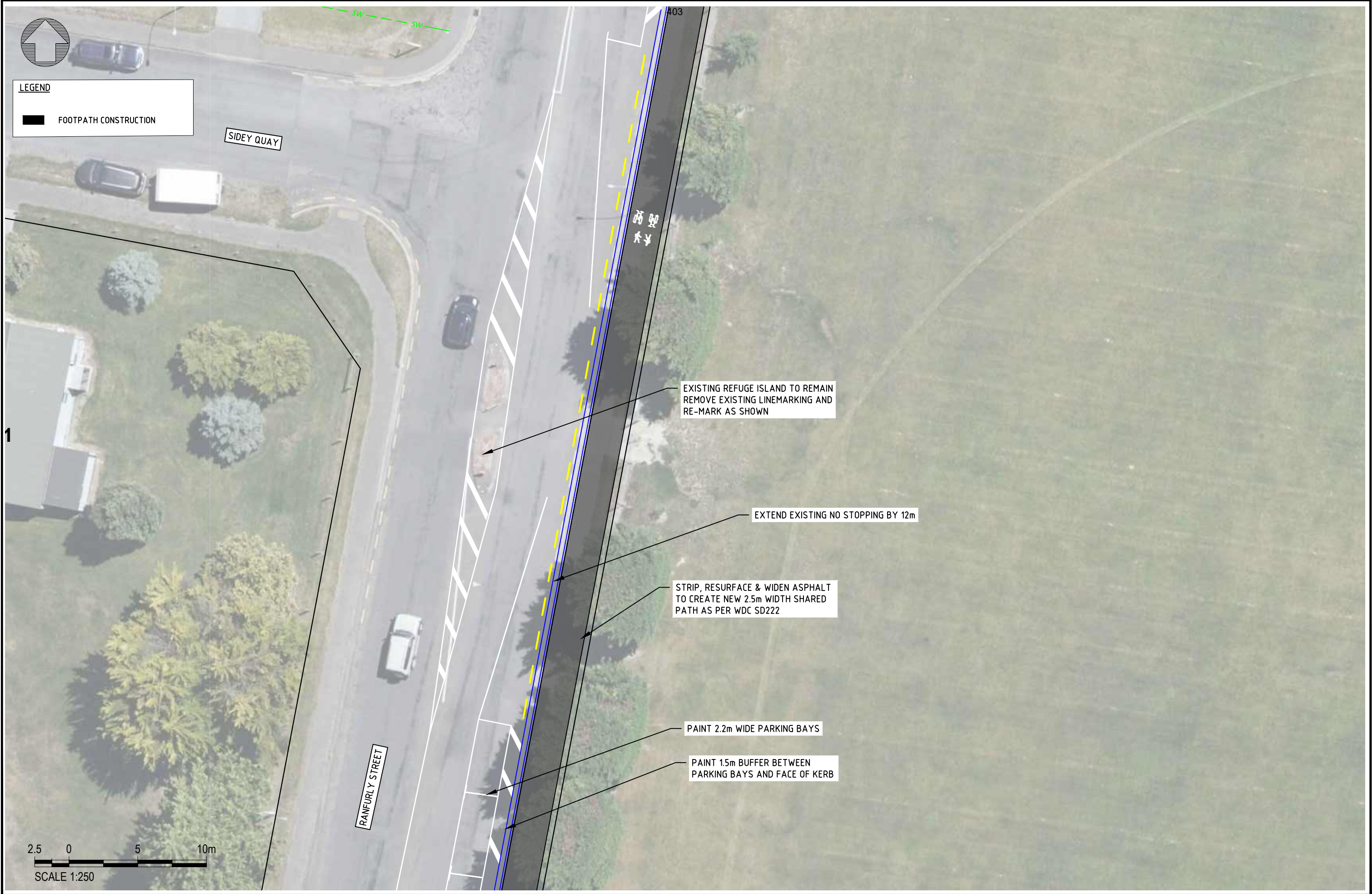
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SMITH STREET INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

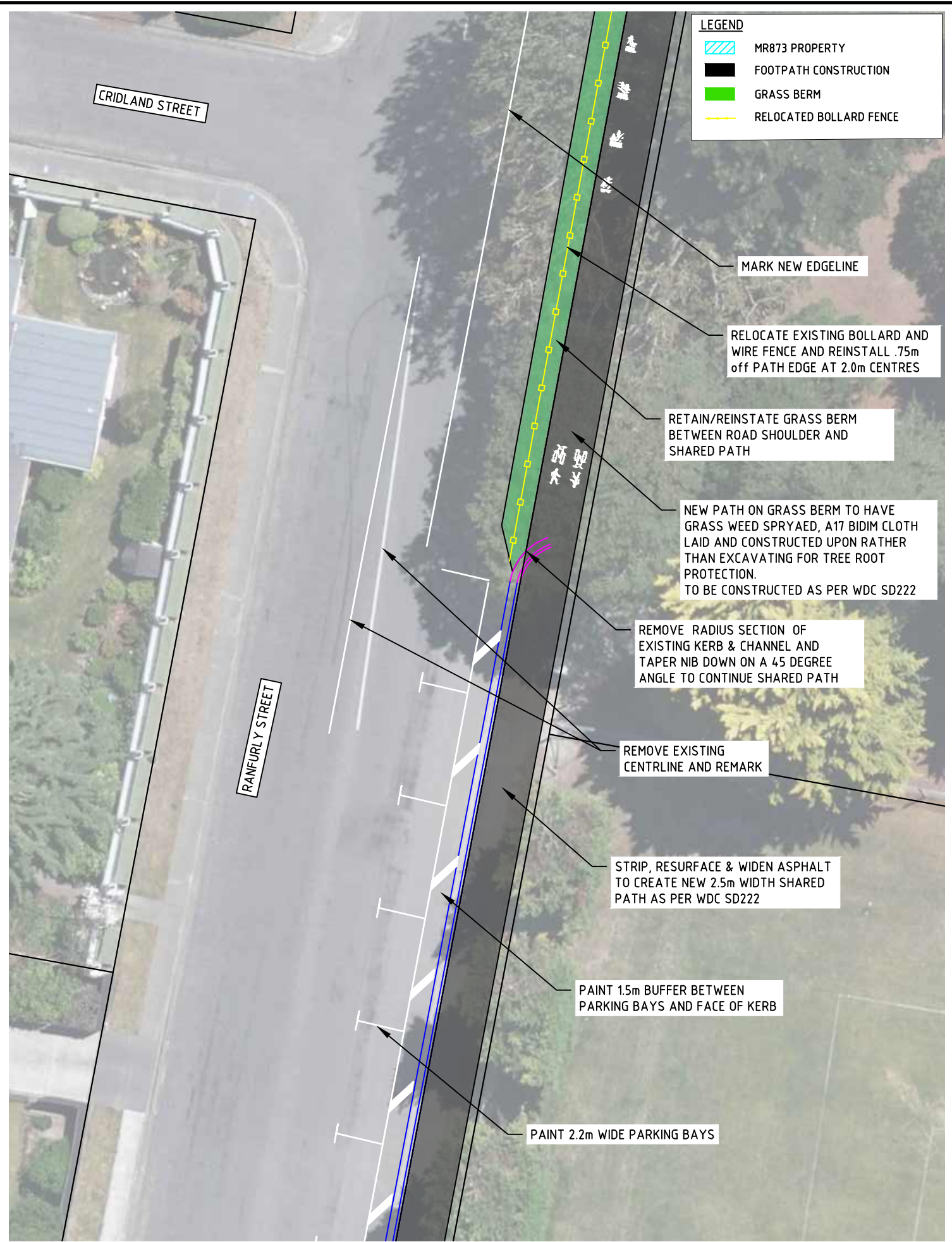
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SIDEY QUAY INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	02
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

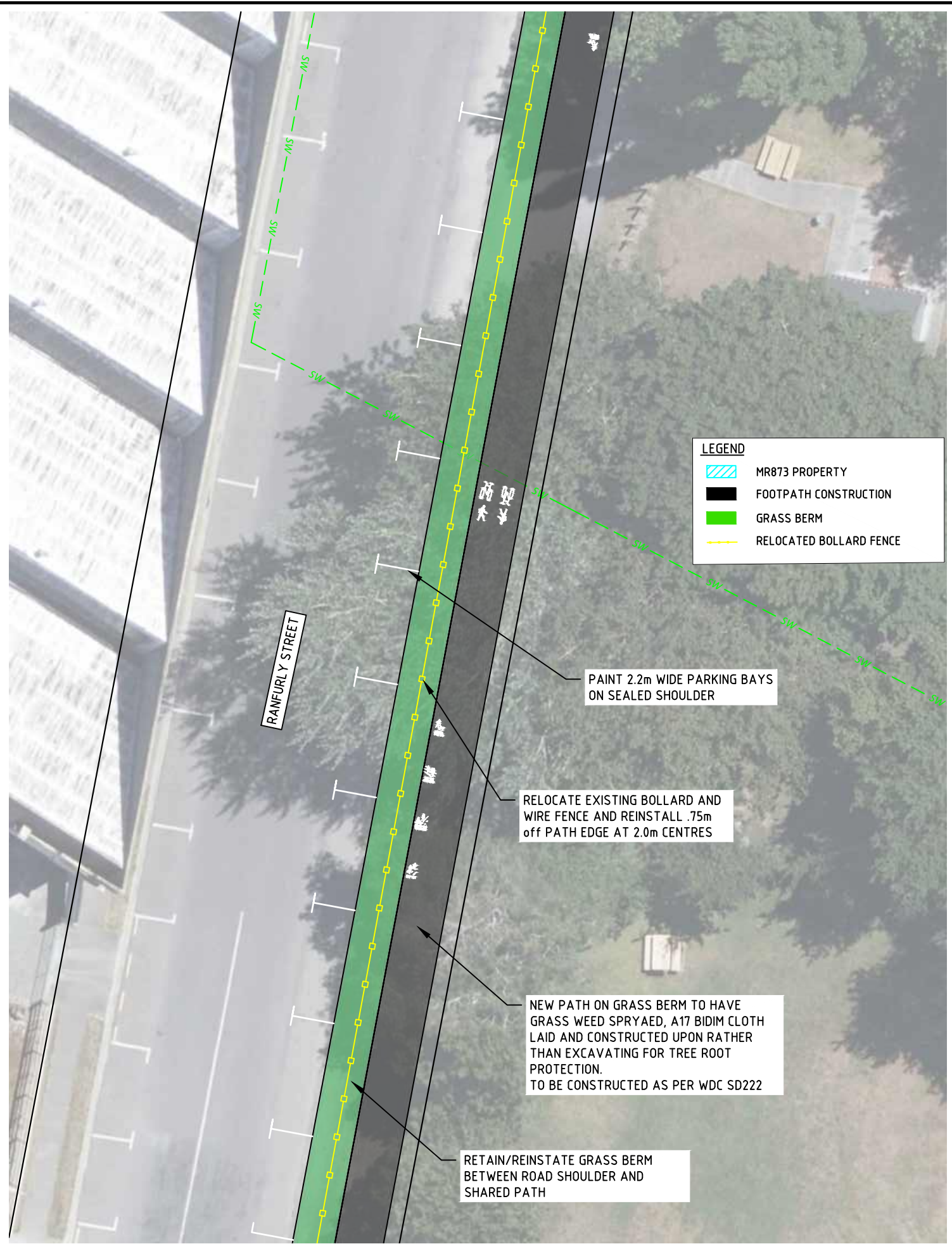
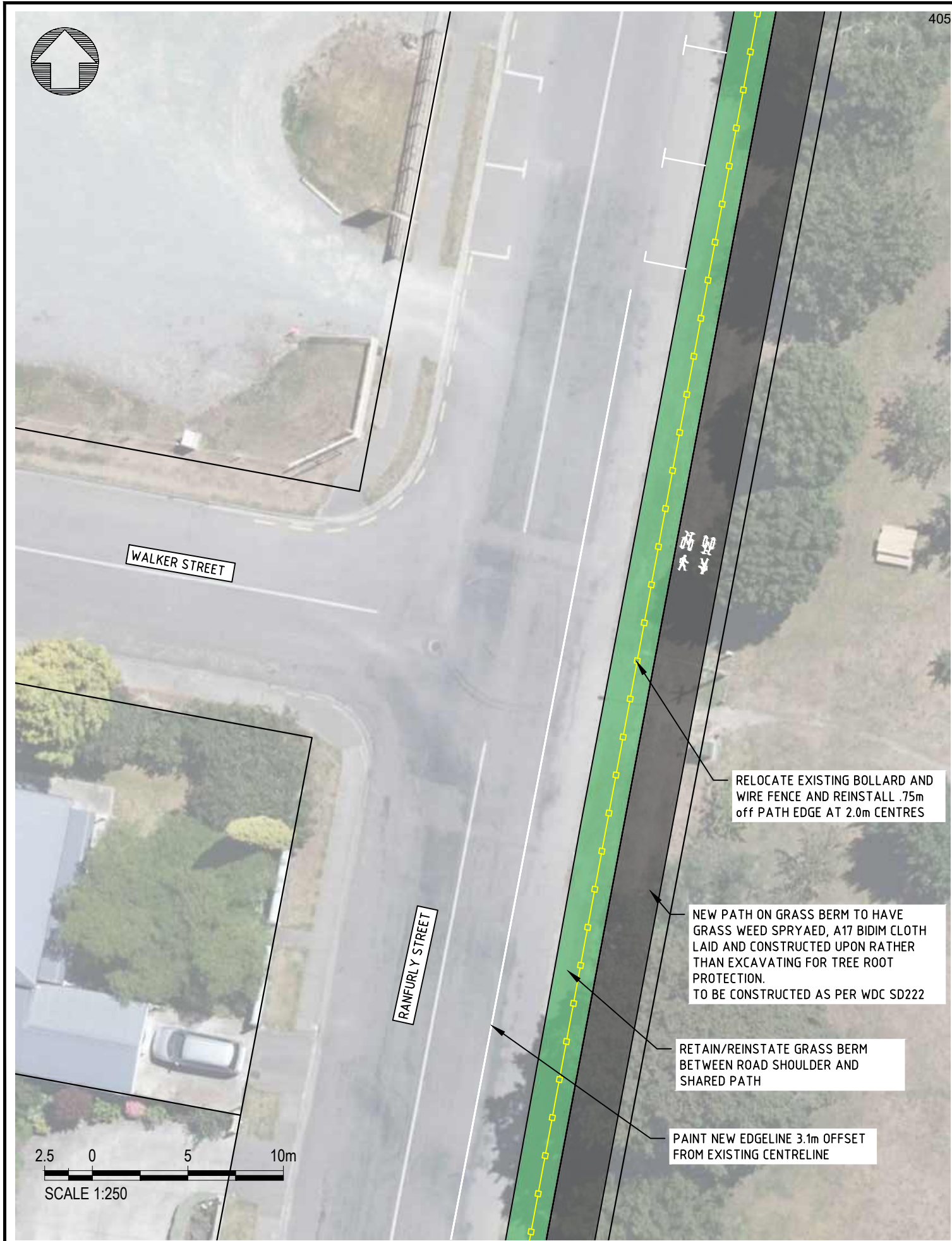
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
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SHEET	03
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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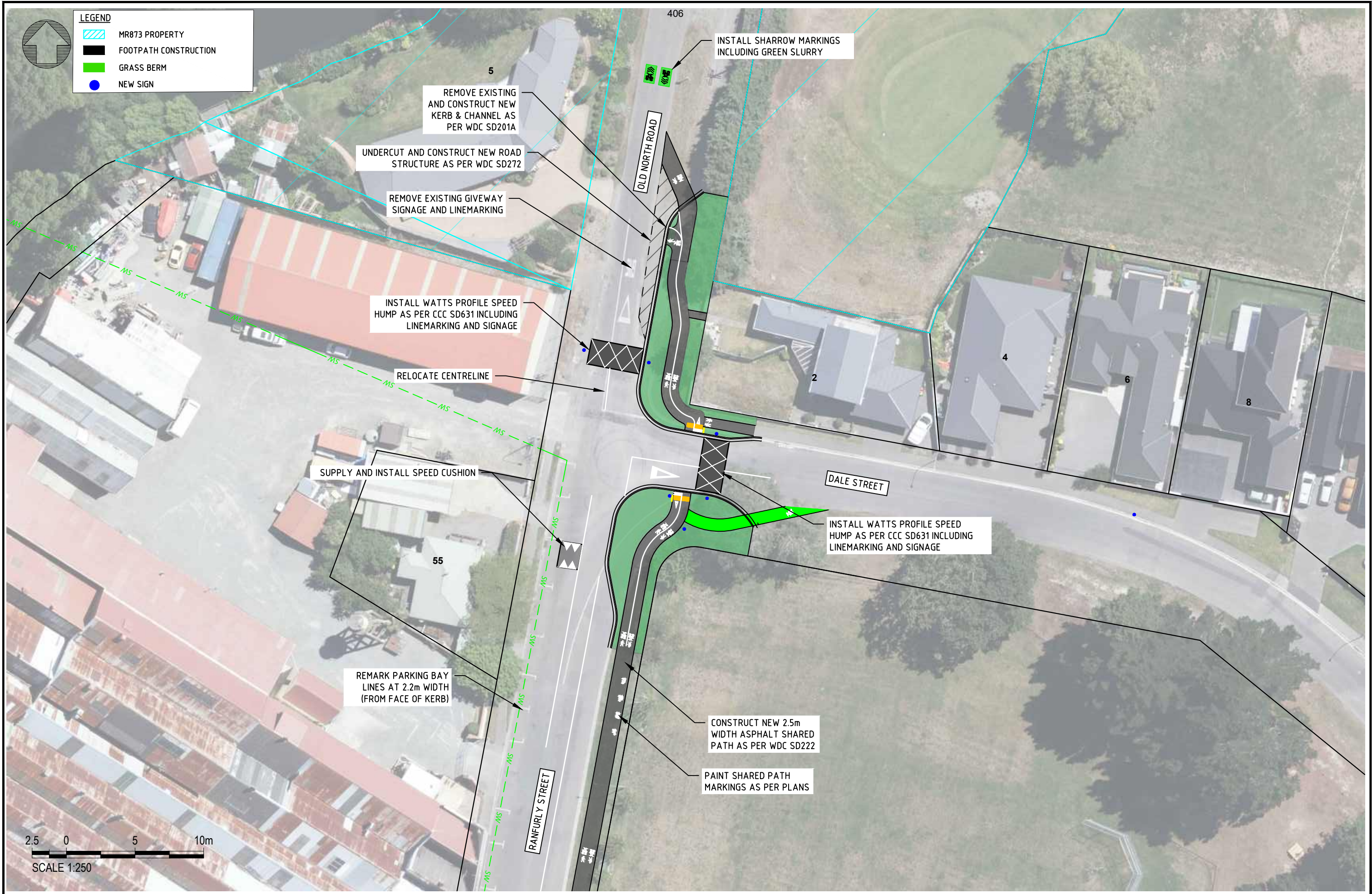
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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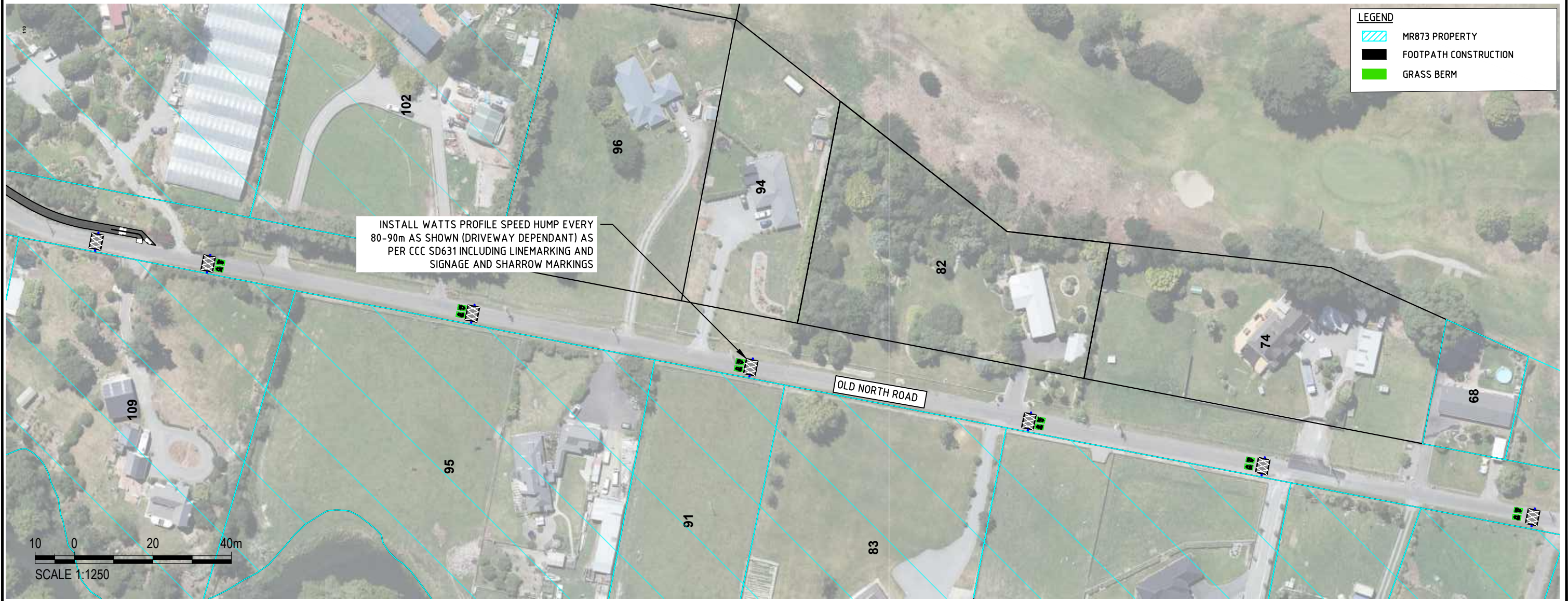
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET DALE STREET
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PRELIMINARY NOT FOR CONSTRUCTION	
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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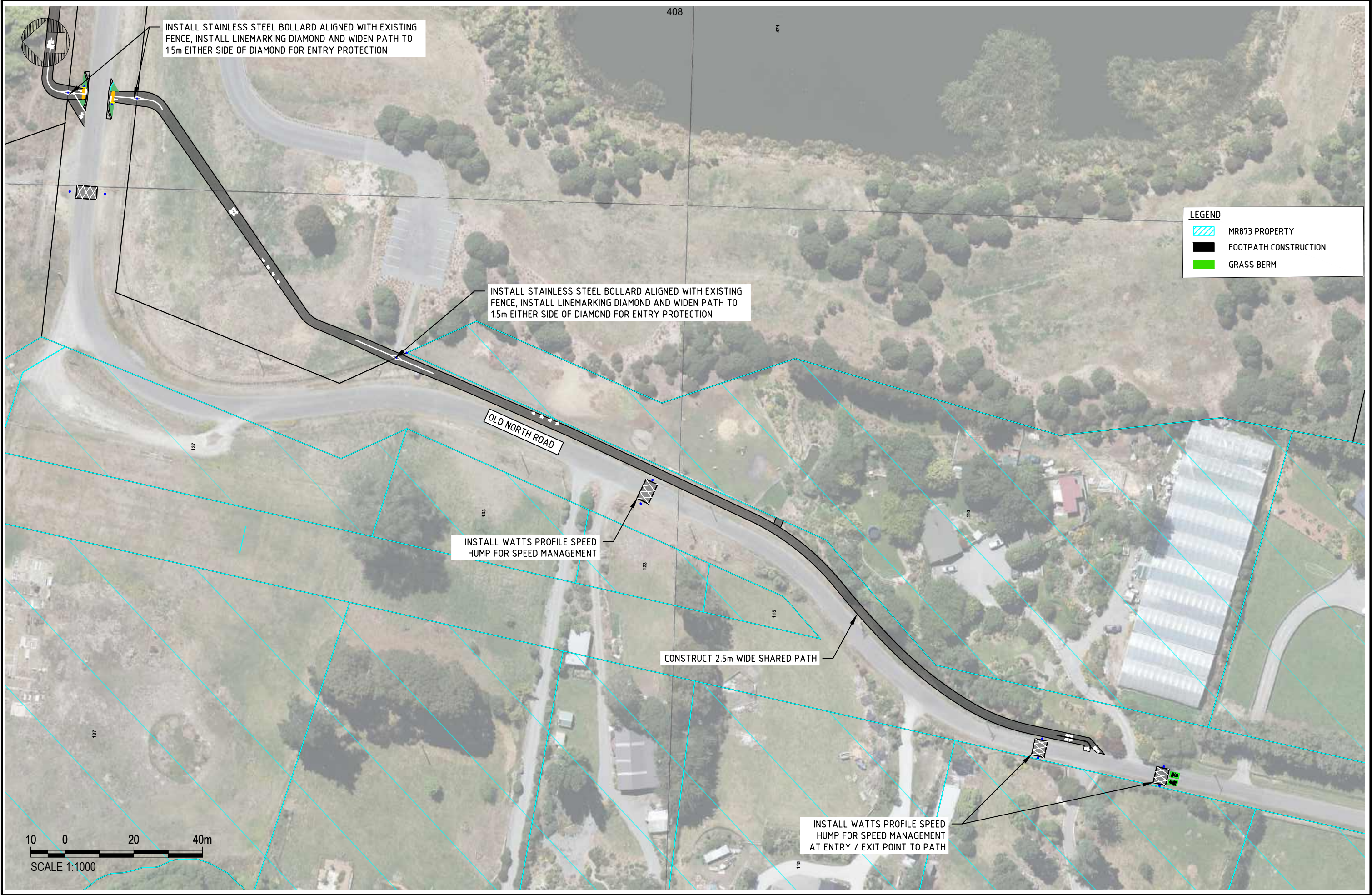
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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06	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD
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PRELIMINARY NOT FOR CONSTRUCTION	
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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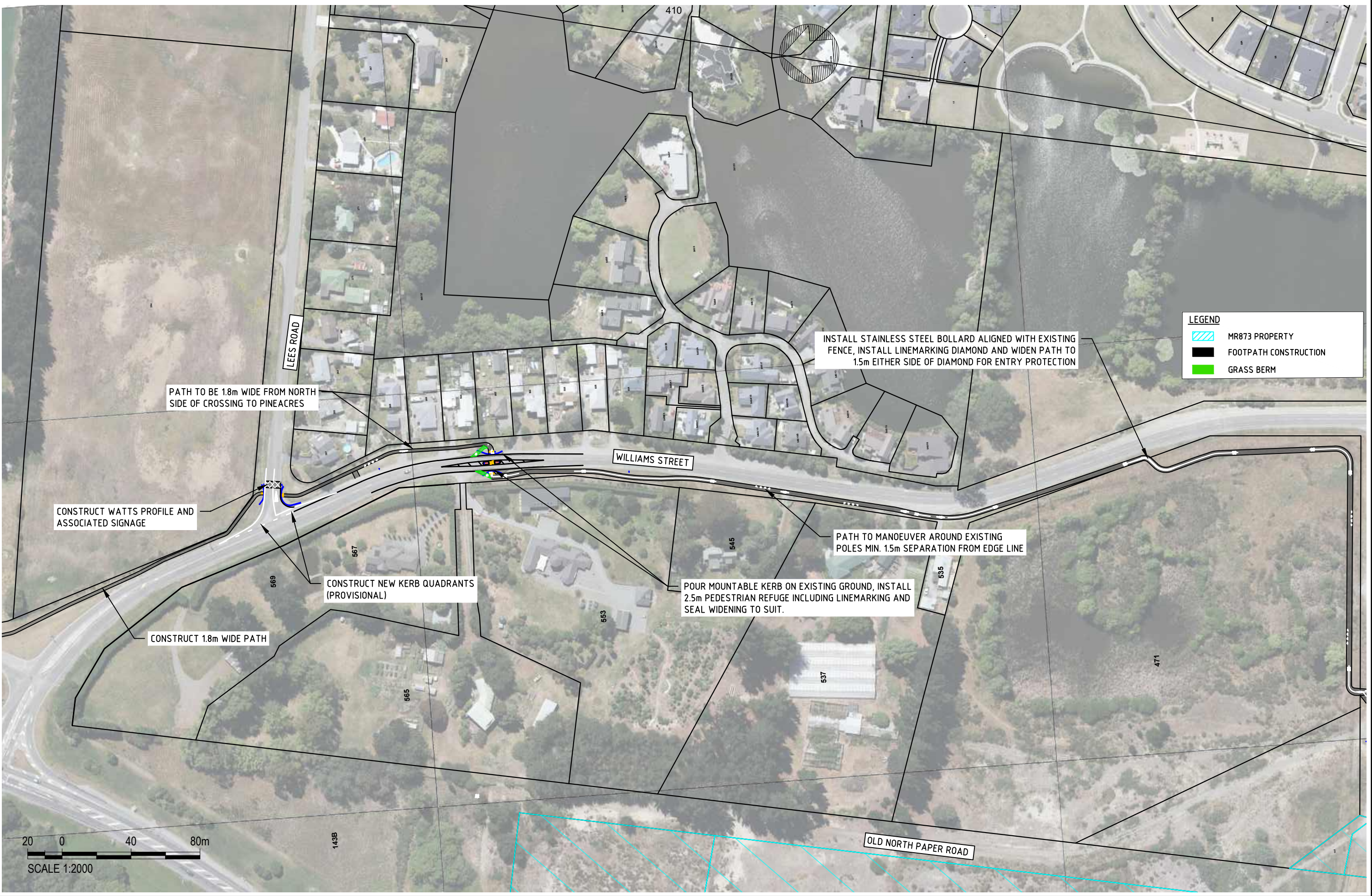
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD INTO KAIAPOI LAKES
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PRELIMINARY NOT FOR CONSTRUCTION	
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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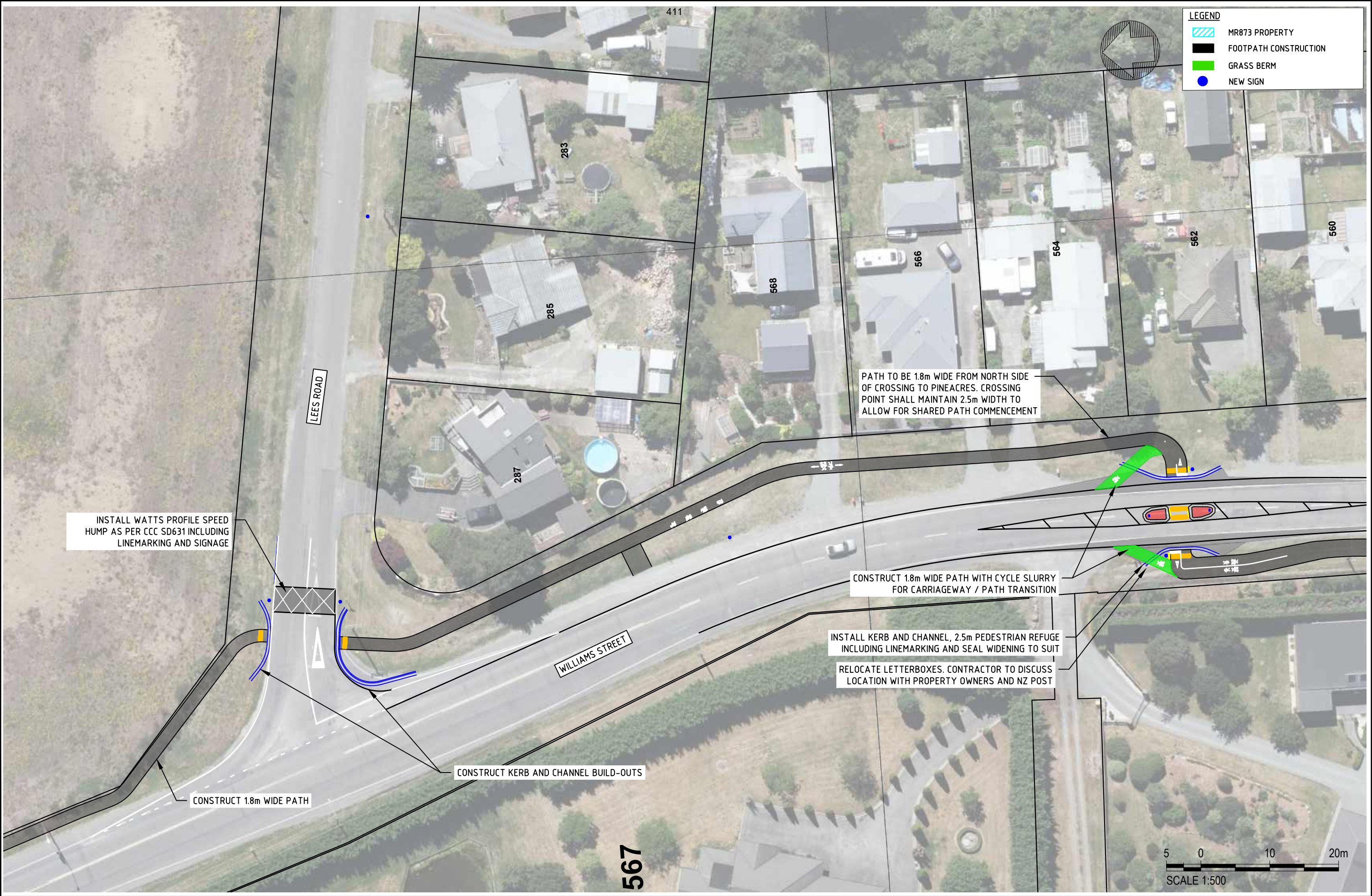
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES
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PRELIMINARY NOT FOR CONSTRUCTION	
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SHEET	REVISION
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES CROSSINGS
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PRELIMINARY NOT FOR CONSTRUCTION	
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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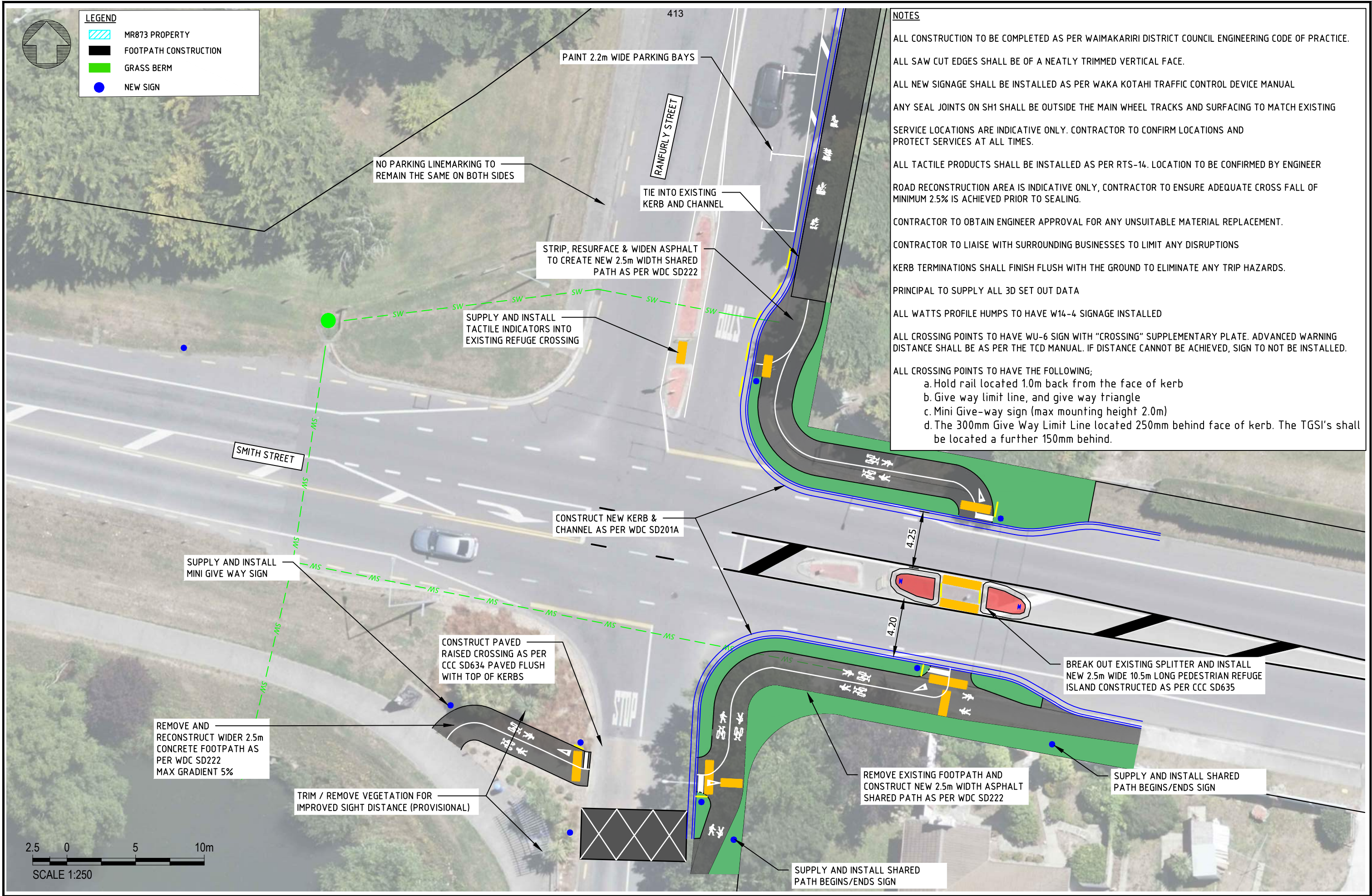
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST SH 1 INTERSECTION
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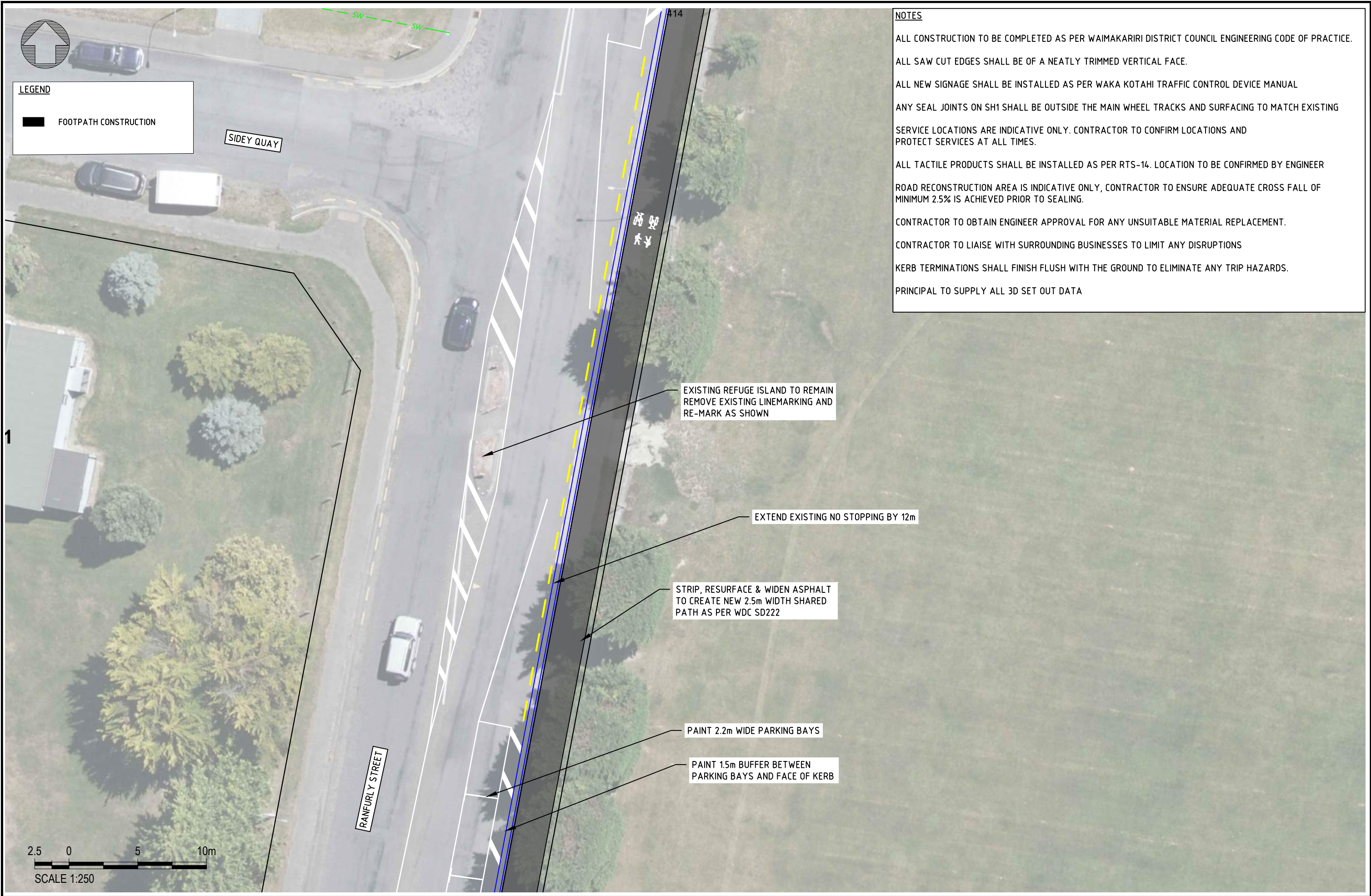
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SMITH STREET INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
01	A



- NOTES**
- ALL CONSTRUCTION TO BE COMPLETED AS PER WAIMAKARIRI DISTRICT COUNCIL ENGINEERING CODE OF PRACTICE.
 - ALL SAW CUT EDGES SHALL BE OF A NEATLY TRIMMED VERTICAL FACE.
 - ALL NEW SIGNAGE SHALL BE INSTALLED AS PER WAKA KOTAHI TRAFFIC CONTROL DEVICE MANUAL
 - ANY SEAL JOINTS ON SH1 SHALL BE OUTSIDE THE MAIN WHEEL TRACKS AND SURFACING TO MATCH EXISTING
 - SERVICE LOCATIONS ARE INDICATIVE ONLY. CONTRACTOR TO CONFIRM LOCATIONS AND PROTECT SERVICES AT ALL TIMES.
 - ALL TACTILE PRODUCTS SHALL BE INSTALLED AS PER RTS-14. LOCATION TO BE CONFIRMED BY ENGINEER
 - ROAD RECONSTRUCTION AREA IS INDICATIVE ONLY, CONTRACTOR TO ENSURE ADEQUATE CROSS FALL OF MINIMUM 2.5% IS ACHIEVED PRIOR TO SEALING.
 - CONTRACTOR TO OBTAIN ENGINEER APPROVAL FOR ANY UNSUITABLE MATERIAL REPLACEMENT.
 - CONTRACTOR TO LIAISE WITH SURROUNDING BUSINESSES TO LIMIT ANY DISRUPTIONS
 - KERB TERMINATIONS SHALL FINISH FLUSH WITH THE GROUND TO ELIMINATE ANY TRIP HAZARDS.
 - PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

REV	REVISION DETAILS	DRN	CHK	APP	DATE
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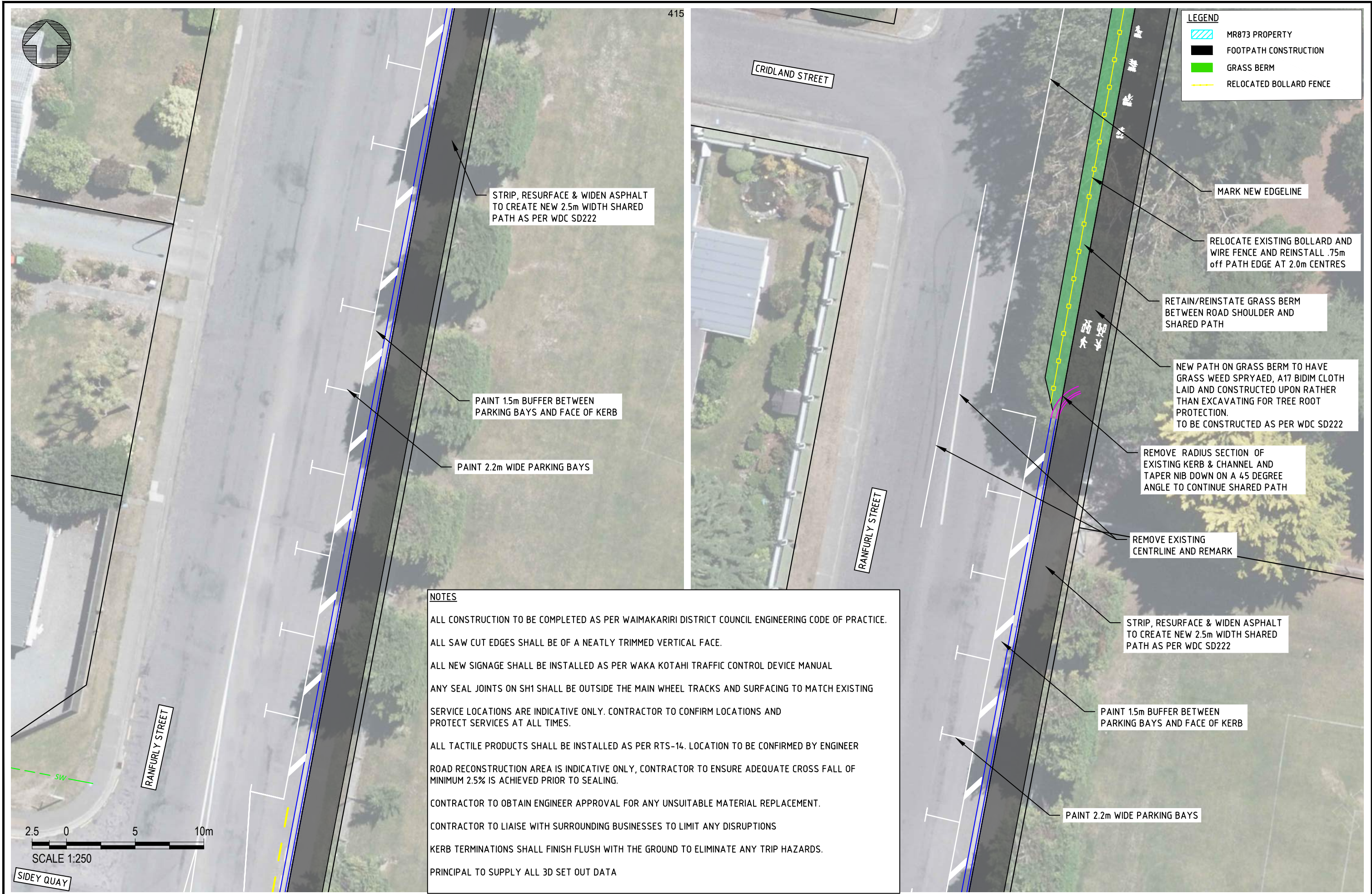
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SIDEY QUAY INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	02
REVISION	A



NOTES

ALL CONSTRUCTION TO BE COMPLETED AS PER WAIMAKARIRI DISTRICT COUNCIL ENGINEERING CODE OF PRACTICE.

ALL SAW CUT EDGES SHALL BE OF A NEATLY TRIMMED VERTICAL FACE.

ALL NEW SIGNAGE SHALL BE INSTALLED AS PER WAKA KOTAHĪ TRAFFIC CONTROL DEVICE MANUAL

ANY SEAL JOINTS ON SH1 SHALL BE OUTSIDE THE MAIN WHEEL TRACKS AND SURFACING TO MATCH EXISTING

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CONTRACTOR TO OBTAIN ENGINEER APPROVAL FOR ANY UNSUITABLE MATERIAL REPLACEMENT.

CONTRACTOR TO LIAISE WITH SURROUNDING BUSINESSES TO LIMIT ANY DISRUPTIONS

KERB TERMINATIONS SHALL FINISH FLUSH WITH THE GROUND TO ELIMINATE ANY TRIP HAZARDS.

PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:250
DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



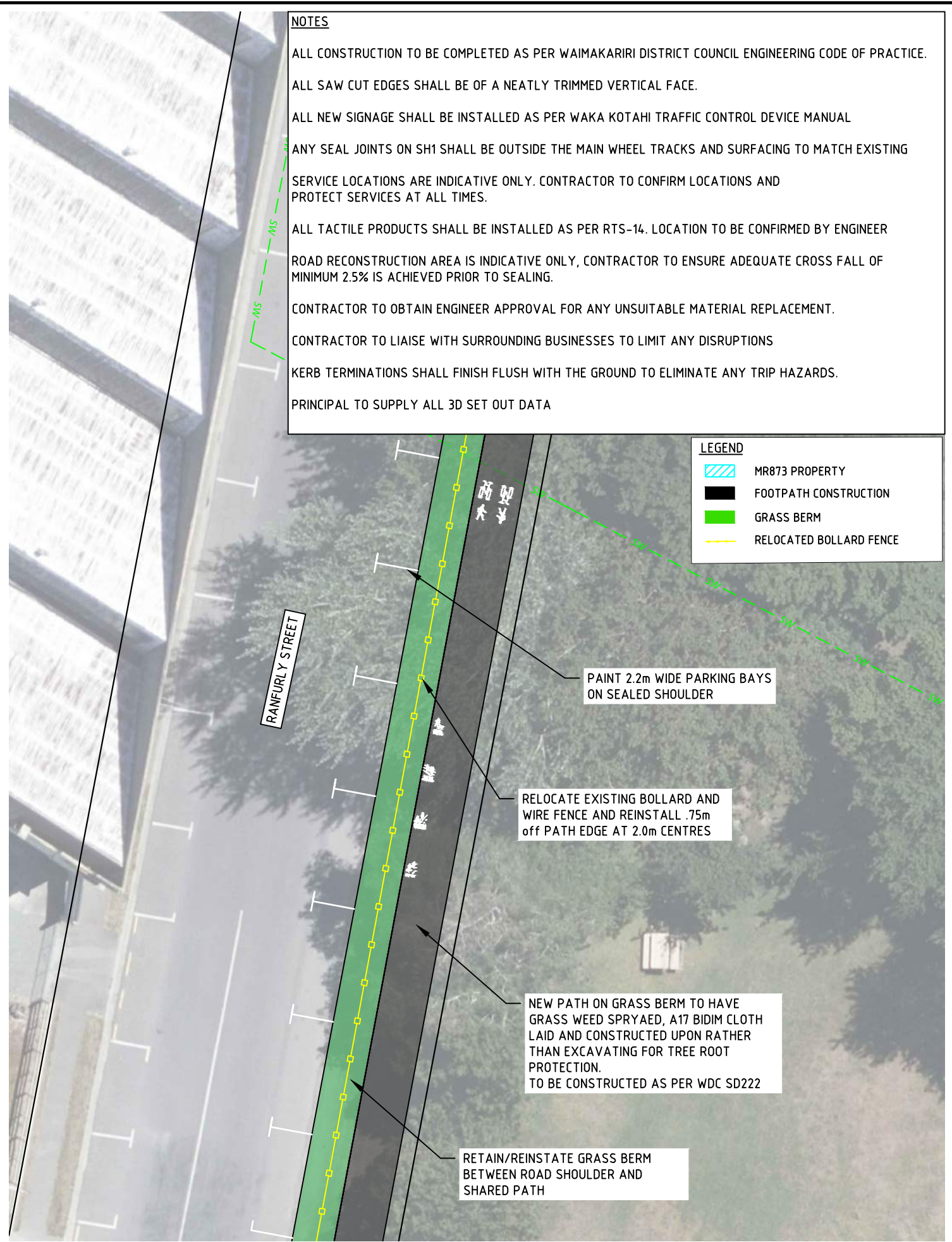
PROJECT

KAIAPOI TO WOODEND SHARED PATH

SHEET TITLE

RANFURLY STREET CROSS SECTION

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
03	A



- NOTES**
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- LEGEND**
- MR873 PROPERTY
 - FOOTPATH CONSTRUCTION
 - GRASS BERM
 - RELOCATED BOLLARD FENCE

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

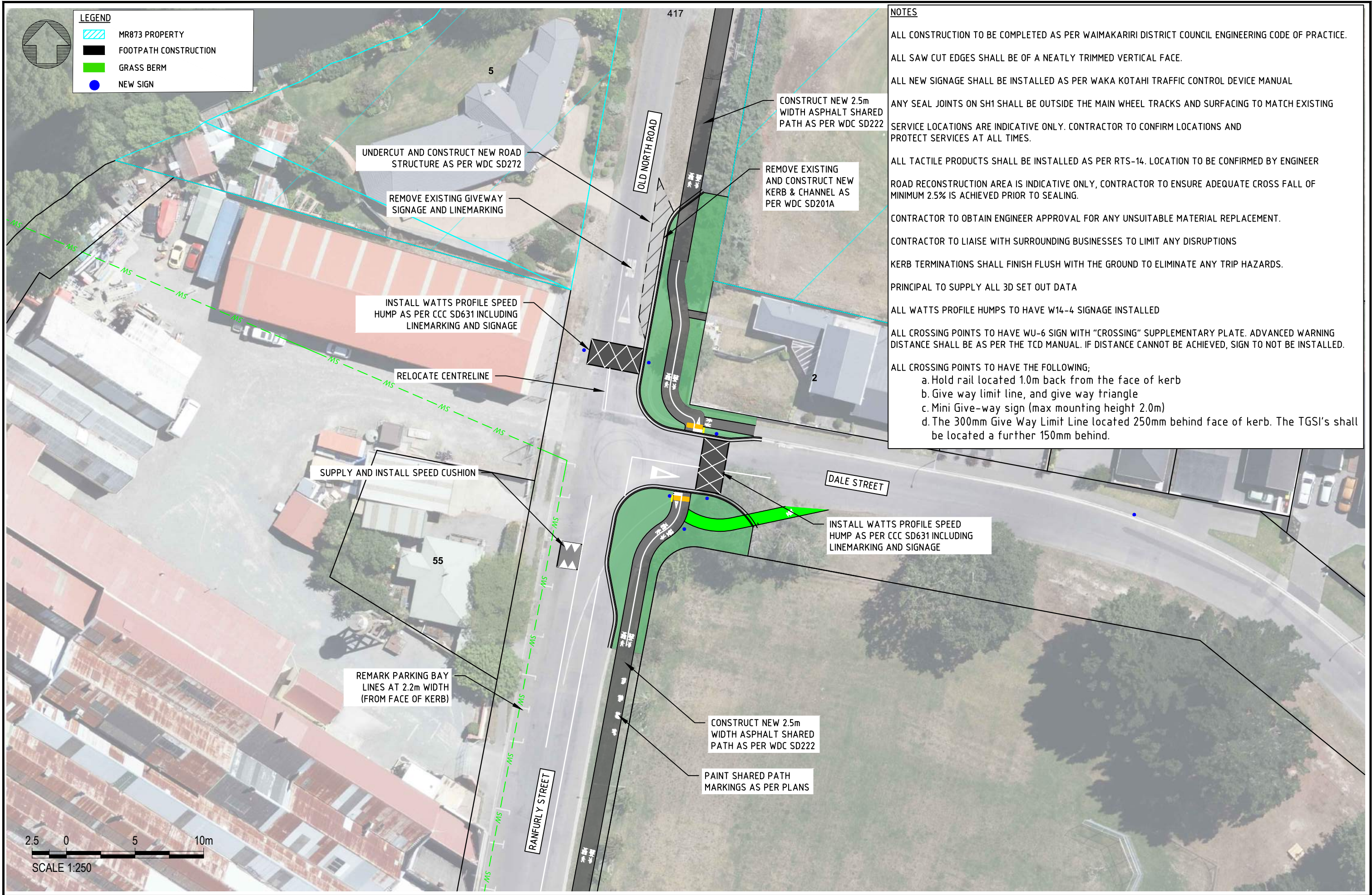
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DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	04
REVISION	A



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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT

KAIAPOI TO WOODEND
SHARED PATH

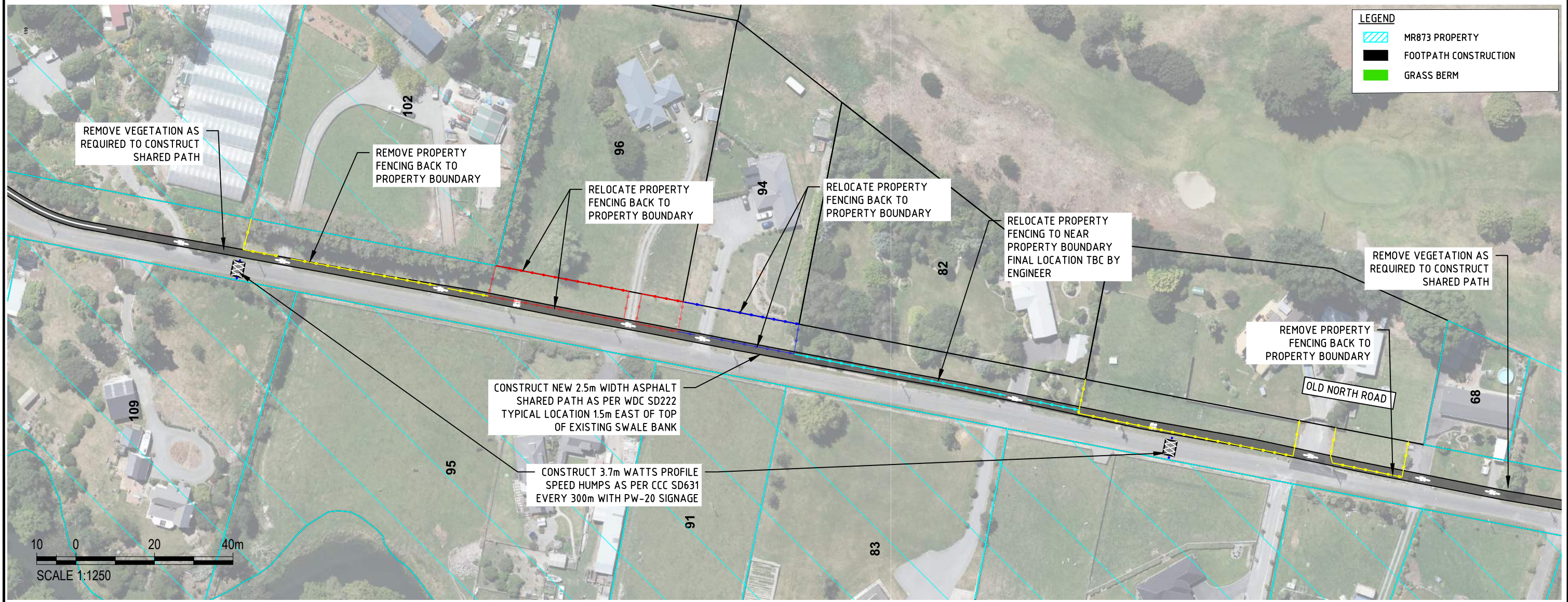
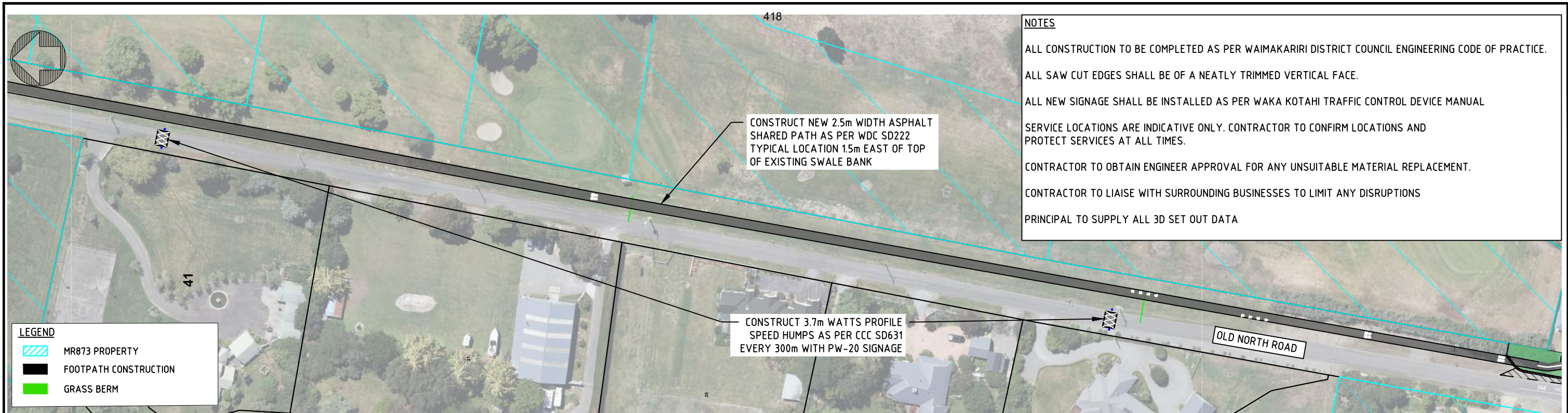
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RANFURLY STREET
DALE STREET

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4348

SHEET 05 REVISION A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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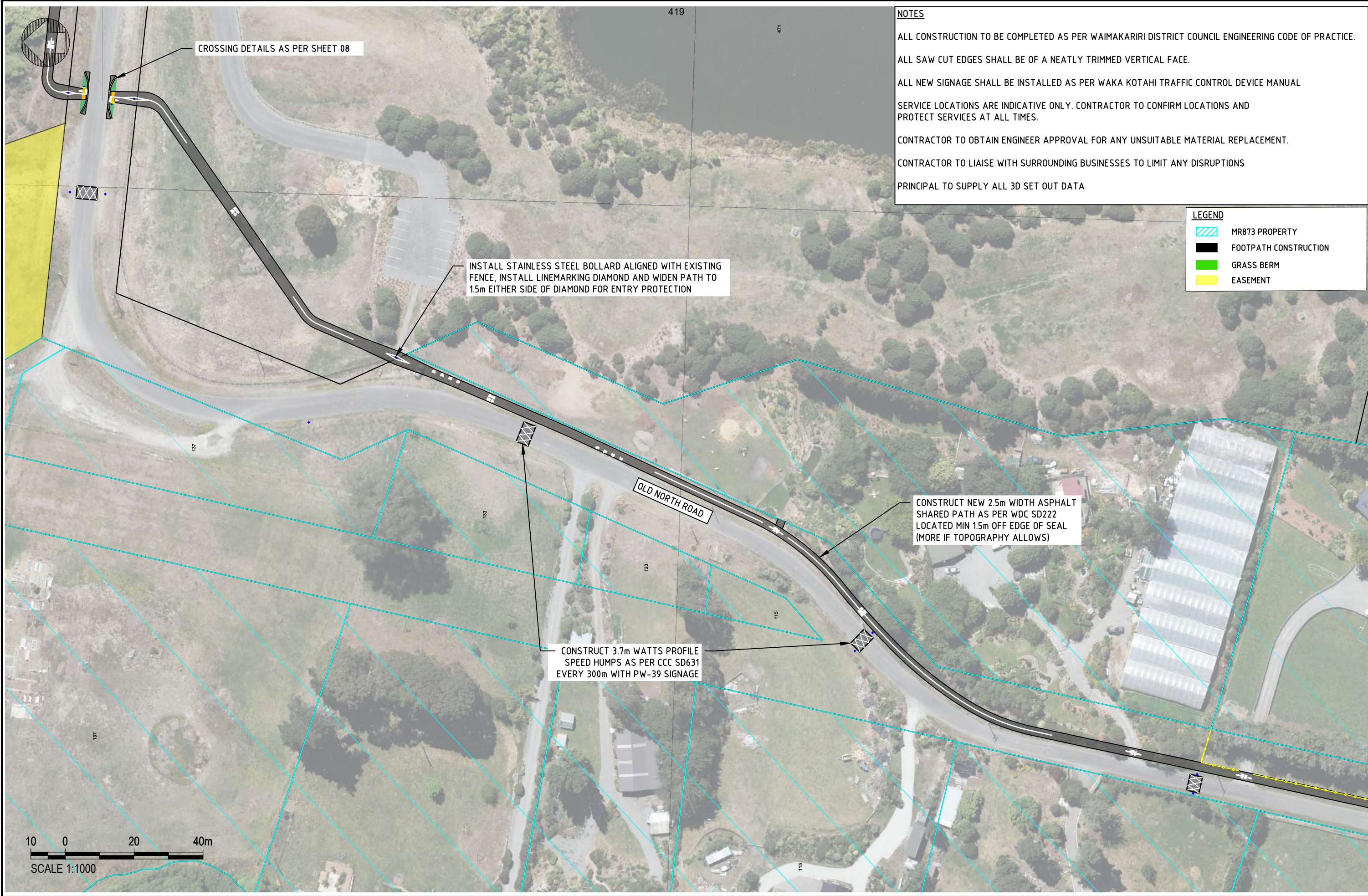
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET DALE STREET
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
06	A



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LEGEND

- MR873 PROPERTY
- FOOTPATH CONSTRUCTION
- GRASS BERM
- EASEMENT

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT

KAIAPOI TO WOODEND
SHARED PATH

SHEET TITLE

OLD NORTH ROAD

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4348

SHEET 07 REVISION A

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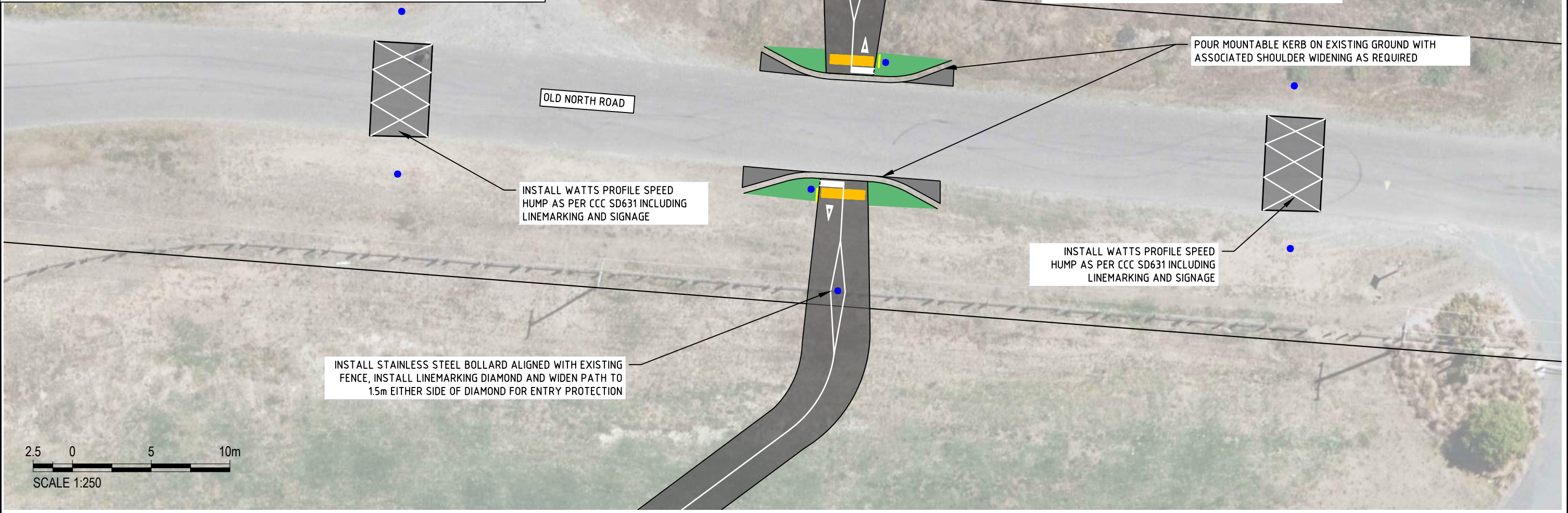
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD INTO KAIAPOI LAKES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	08
REVISION	A

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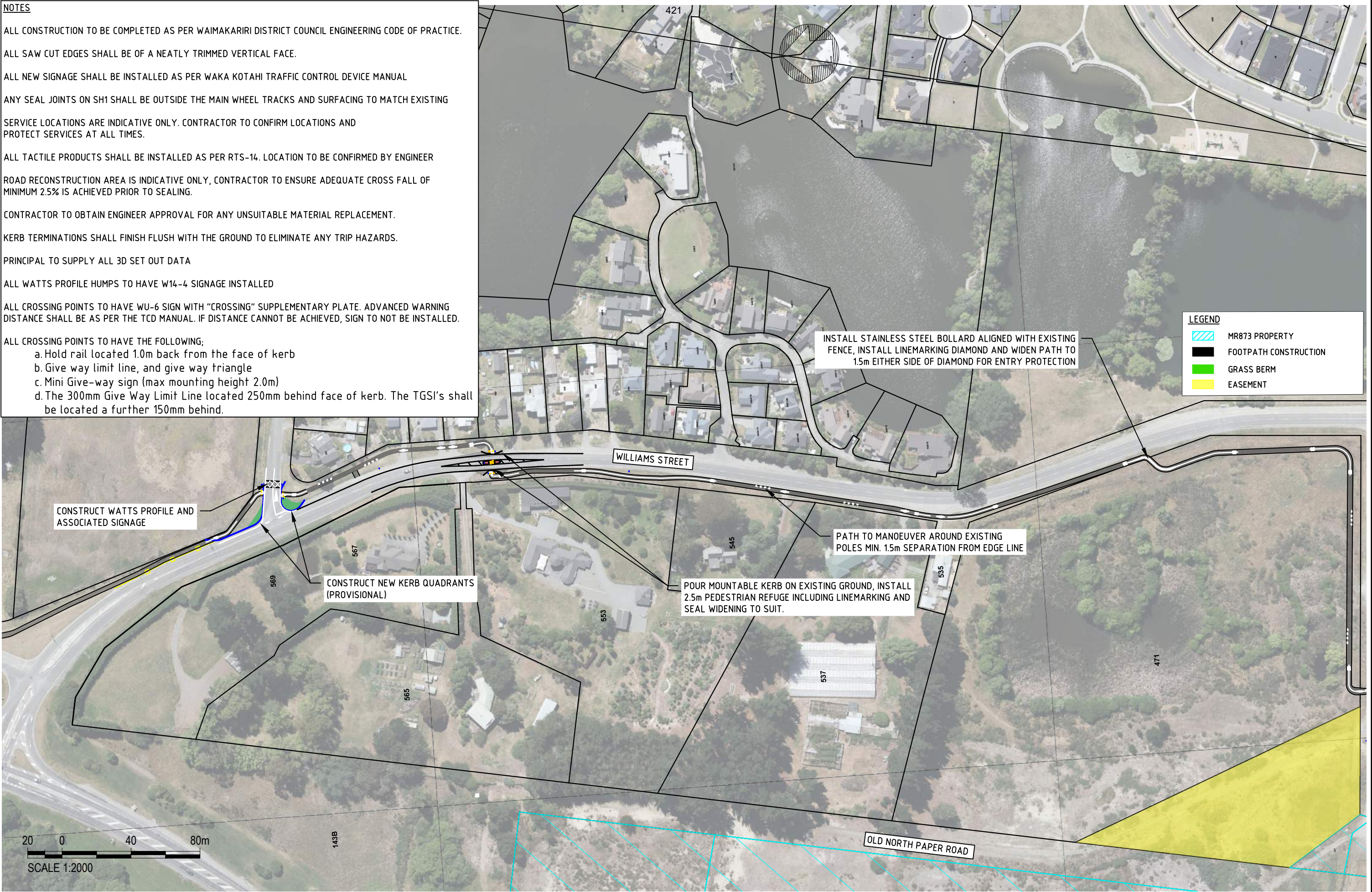
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
09	A

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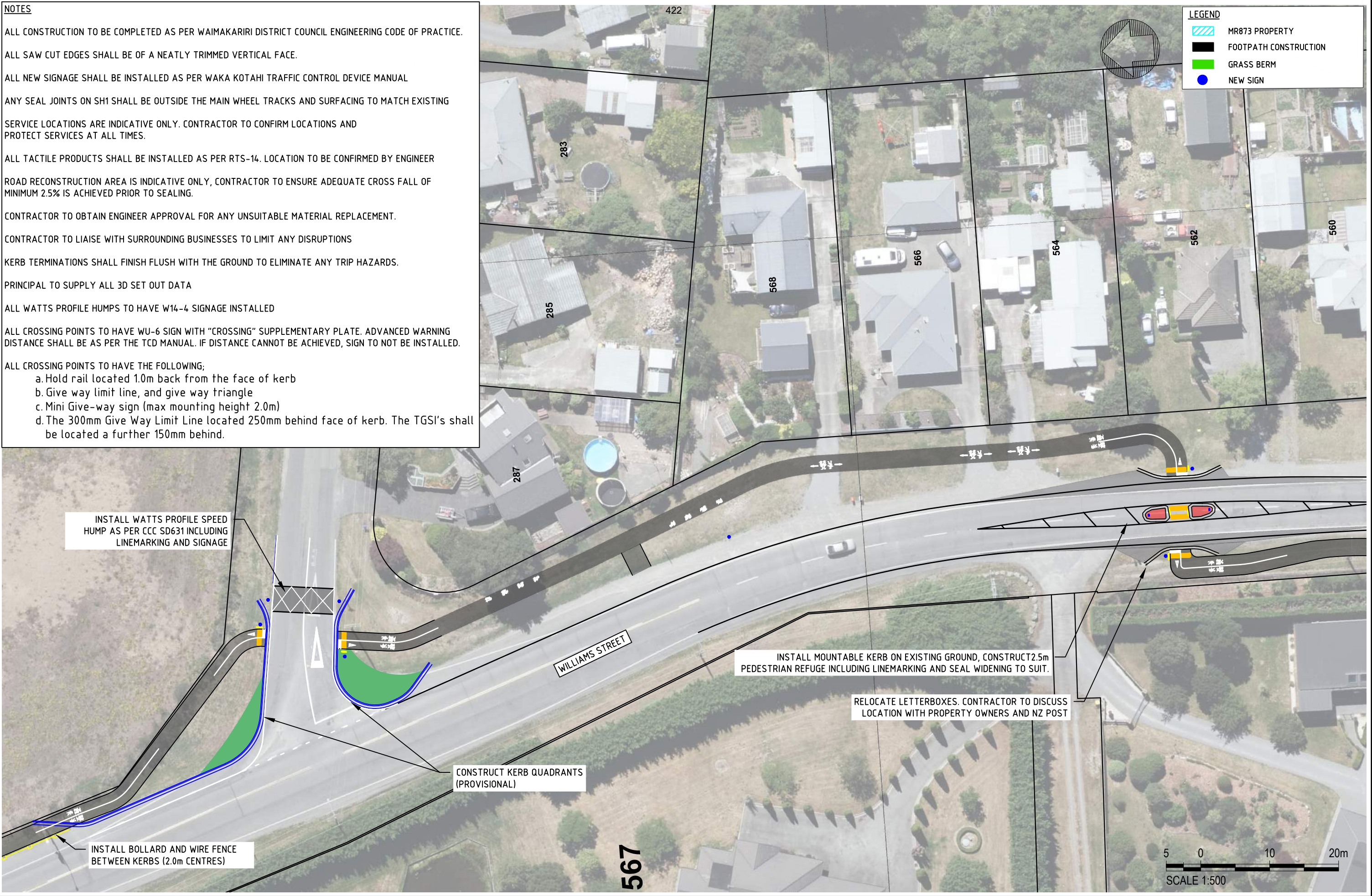
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES CROSSINGS
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
10	A



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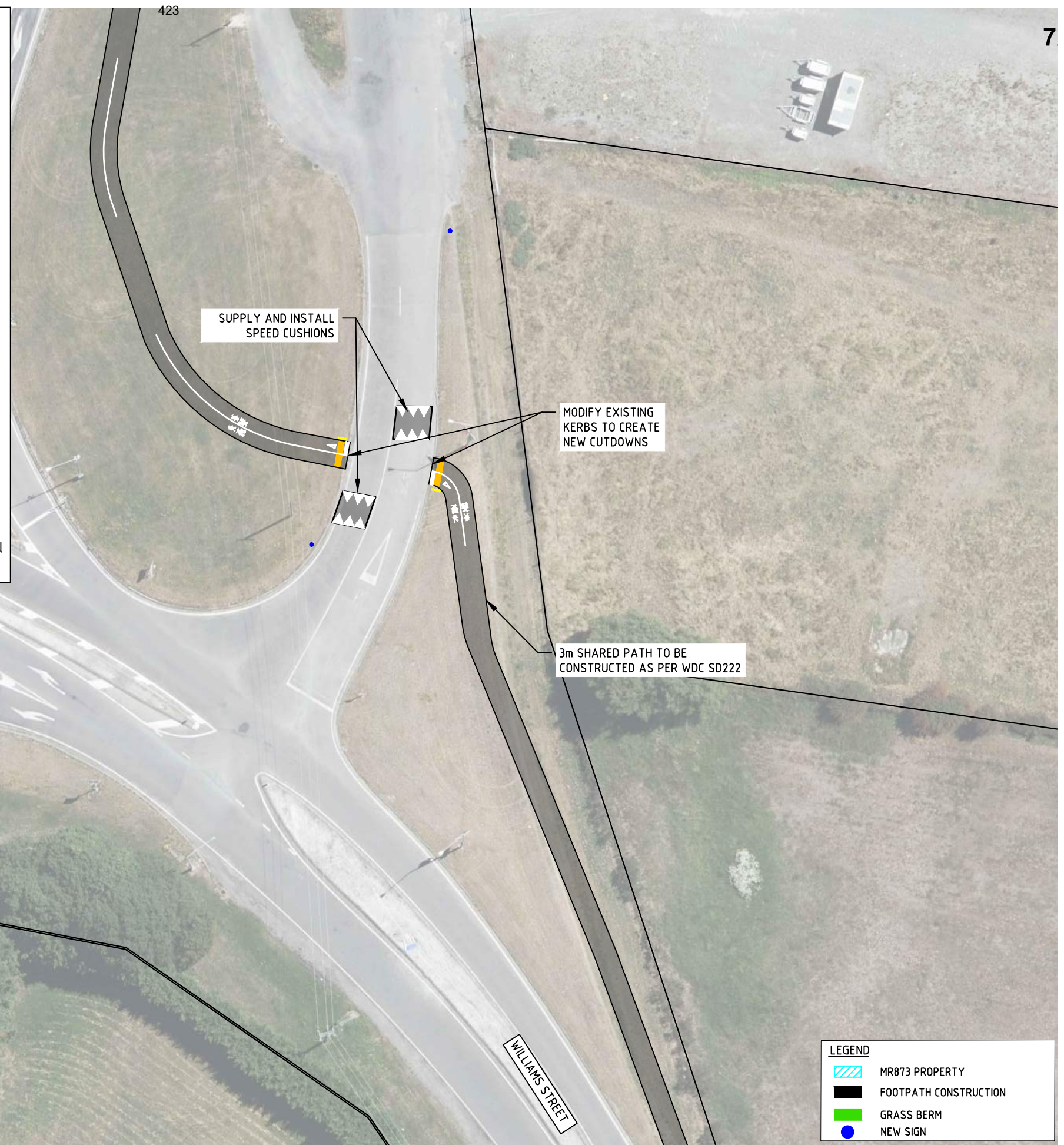
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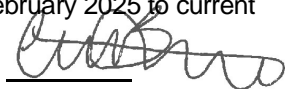
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST SH 1 INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	11
REVISION	A

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** EXC-57 / 250319046472**REPORT TO:** COUNCIL**DATE OF MEETING:** 1st April 2025**AUTHOR(S):** Jeff Millward – Chief Executive**SUBJECT:** Health, Safety and Wellbeing Report – February 2025 to current**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
Department Manager
pp Chief Executive**1. SUMMARY**

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing (HS&W) matters between February 2025 and March 2025. The dashboard reporting in the appendices cover trends between February 2024 and March 2025.
- 1.2. There were 13 incidents which occurred from Mid-February 2025 and mid - March 2025 which resulted in 0 hours lost time to the organisation. There were no Flamingo Scooter or Rangiora Airfield incidents reported within this period.
- 1.3. Section 4 of the report provides details on the following areas:
 - 4.1 Incidents, Accidents & Hazards
 - 4.2 Rangiora Airfield Update
 - 4.3 Site Security Review Update - CCTV
 - 4.4 Quarter 2 Internal Audits

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 250319046472
- (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-February 2025 to mid- March 2025 shows a heightened trend in Property/Vehicle Damage and a continued presence of Adverse Interactions.
- 4.1.2. Property/Vehicle Damage is due to various incidents around undetectable cables, trench collapse and members of the public. No injuries were incurred due to these incidents.
- 4.1.3. Adverse Interactions were raised due to interactions with members of the public in both Libraries and in public. The majority of these interactions have been notified to the police.
- 4.1.4. One physical adverse interaction led to medical attention being required for a staff member.
- 4.1.5. Noting there is a Notifiable Event logged in our system. This was due to a contractor incident that WorkSafe chose not to investigate. We have retained the notifiable status within our reporting for our investigation purposes to ensure mitigations are agreed between the Contractor and WDC to prevent further occurrence.
- 4.1.6. 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. Rangiora Airfield Update

- 4.2.1. The Airfield operational risks identified in the Aeronautical Study relating to very high-risk activities leading to mid-air collision have been reduced in large part by the response by airfield users to the Civil Aviation Authorities 'Work Together, Stay Apart' seminars (three in total) for unattended aerodromes, delivered nationally.
- 4.2.2. The three seminars were delivered at the MainPower Stadium by CAANZ personnel over a period of months and were very well supported by Rangiora Airfield users (in excess of 100 people in attendance for each seminar). A noticeable improvement in communication calls via VHF radio between aircraft has resulted in significant improvements in pilot situational awareness, and reduced risk of conflict and mid-air collision.

- 4.2.3. While the risk has not reduced to low levels, pilots operating in the circuit are to be commended for their attention to this
- 4.2.4. Itinerant pilots not being aware of the circuit operational requirements as defined in the Rangiora Airfield published data, continue to be a source of concern, this is a known national issue at airfields.
- 4.2.5. Recently a visiting pilot entered the circuit in the wrong direction, causing conflict with other aircraft established in the circuit and operating correctly. This event was reported to CAANZ by the Airfield Manager and Safety Officer as a Safety Related Concern.
- 4.2.6. The bird strike risk at the airfield continues to reduce, with the use of bird scare equipment for paradise ducks and plovers. These are two species that have the potential to do significant damage and cause pilot harm.
- 4.2.7. The birds now recognise the airfield vehicle, which has high intensity mounted safety lights, and they vacate the field when they sight the vehicle. They now also know that in coming to the airfield they will get tired and hungry as they are not allowed to settle on the ground and are learning to stay away, thereby reducing the threat of bird strike to aircraft and occupants.

4.3. Site Security Review Update – CCTV

- 4.3.1. Following a recent walk around with a contractor, we have a plan in place to complete the CCTV Camera work in relation to the outstanding Site Security Review. This work has been budgeted and ensures the effective use of existing cameras and highlights any recommended additions.
- 4.3.2. The other aspect of this review is the internal cameras in stairways and corridors within the Rangiora Service Centre. This provides visibility if a member of the public gains access to staff only areas. Something which we discovered was a problem with the breach late last year. No cameras will show any staff work areas.

4.4. Quarter 2 Internal Audits

- 4.4.1. The HS&W Team are currently building the Scopes for the Q2 Internal Audits. These will commence in early April. The HS&W Team are happy to work with the departments on the completion of these. Below are the chosen audits:
 - Water Unit - Pre-Start Vehicle/Machinery Checks
 - Roading - Safety & Task Equipment Maintenance
 - PDU - Safety & Task Equipment Maintenance
 - Property - Contractor Induction & Health & Safety documentation
 - Greenspace - Contractor Induction & Health & Safety documentation

- 3 Waters - Contractor Induction & Health & Safety documentation

Implications for Community Wellbeing

- 4.4.2. There are no implications for community wellbeing by the issues and options that are the subject matter of this report.
- 4.4.3. The Management Team has reviewed this report and support the recommendations.

5. Community Views

- 5.1. Mana whenua
Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.
- 5.2. Groups and Organisations
There are no external groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.
- 5.3. Wider Community
The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

- 6.1. Financial Implications
There are no financial implications of the decisions sought by this report.
The CCTV review piece of work outlined in this report is budgeted.
- 6.2. Sustainability and Climate Change Impacts
The recommendations in this report do not have sustainability and/or climate change impacts.
- 6.3. Risk Management
The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.
The regular review of risks is an essential part of good safety leadership.
- 6.4. Health and Safety
There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

7.3. Consistency with Community Outcomes

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

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

7.4. Authorising Delegations

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

Appendix A
WDC Incident Reports

Date	Event Description	Incident Type	Person Type	Outcome & Response
18/02/2025	A car pulled out in front of a staff members vehicle as they were heading towards a roundabout. Staff member applied the brakes heavily to avoid collision and pulled over to collect themselves. The other driver drove off without acknowledging the hazard they created.	Near Miss	Employee/ Volunteer	No further action required
20/02/2025	Member of the public using staff members home address to send adverse incorrect material, this is the second occurrence.	Adverse Interaction	Employee/ Volunteer	Police notified and a file is open to collate this information
22/02/2025	Staff member was carrying out an afterhours job. On the drive home afterwards, the staff member noticed the canopy warning light on the passenger side was on. The warning light has a periodic fault, so the staff member did not check. When backing up their driveway the open canopy hit a tree.	Property/Vehicle Damage	Employee/ Volunteer	Repairs to sensor fault underway and further additions to vehicle checklists investigated.
24/02/2025	Several emails received from elevated customer, use of profanity throughout and views of the organisation. Was threats of defamation albeit low level.	Adverse Interaction	Non-Employee	Department involved are working to put signs up regarding the matter, however this did not occur fast enough and this led to further frustration for the customer.
26/02/2025	A public notice was stuck on the front door of the Council's Service Centre in Rangiora, 215 High Street, Rangiora.	Adverse Interaction	Employee/ Volunteer	Incident reported to 105 report for Civil Harassment completed.

05/03/2025	A staff member jarred their wrist digging in hard ground with a shovel.	Injury	Employee/ Volunteer	Under investigation and awaiting response.
06/03/2025	A contractor shocked himself with low voltage connection, fell backwards and knocked his head on the pipework knocking himself out. Trip to hospital in ambulance and Worksafe notified.	Notifiable Event	Non-Employee	Contractor is fine, no further medical attention required. WorkSafe have responded and are not wanting to investigate. Currently under investigation with HS&W and the Contractor.
06/03/2025	A trench collapsed causing damage to a telephone cable due to staff digging around it.	Property/Vehicle Damage	Employee/ Volunteer	Cable was redundant and could not be detected with CAT4 Scanner. Staff followed protocols, scanned & GPR. The redundant cable could not be detected. Staff will keep using Safe Operating Procedures for working around services.
10/03/2025	Clipped telecom line with excavator which looked to be redundant.	Property/Vehicle Damage	Employee/ Volunteer	Excavating past the concrete driveway, the telecom cable veered off alignment into our trench line. There was overpour concrete engrossing into trench line. The digger bucket made contact causing damage.
12/03/2025	Abusive phone conversation with member of the public. Swearing/name calling and racial slurs used. Staff member advised if they continued to speak in this way then they would hang up the call, member of the public continued so the staff member ended the call.	Adverse Interaction	Employee/ Volunteer	Staff member notified their team leader immediately. Police notified by 105. Person Property alert added by Health, Safety and Wellbeing
13/03/2025	Member of Public at Southbrook Transfer Station climbed onto their trailer at the general waste disposal area but slipped and fell onto the ground. Staff in attendance straight away and issued first aid. Follow up call from Solid Waste Team to Customer, who just advised some bruising only. Customer complimented staff on their quick assistance and caring	Injury	Non-Employee	Staff are on site and will if in the area, warn customers of any unsafe practices.

14/03/2025	A staff member reversed back to hook on a trailer and hit tow ball onto brake reservoir damaging it.	Property/Vehicle Damage	Employee/Volunteer	Under investigation and awaiting response.
17/03/2025	<p>Member of the public, drove their vehicle over the kerb of the carpark, crashing into the pillar of the Council Service center outside the South entrance door. Airbags were deployed. Driver was ok, just shaken.</p> <p>Staff exited the building to check on the driver. No first aid was required. Vehicle was damaged. But was later removed by the owner.</p>	Property/Vehicle Damage	Non-Employee	Driver error.

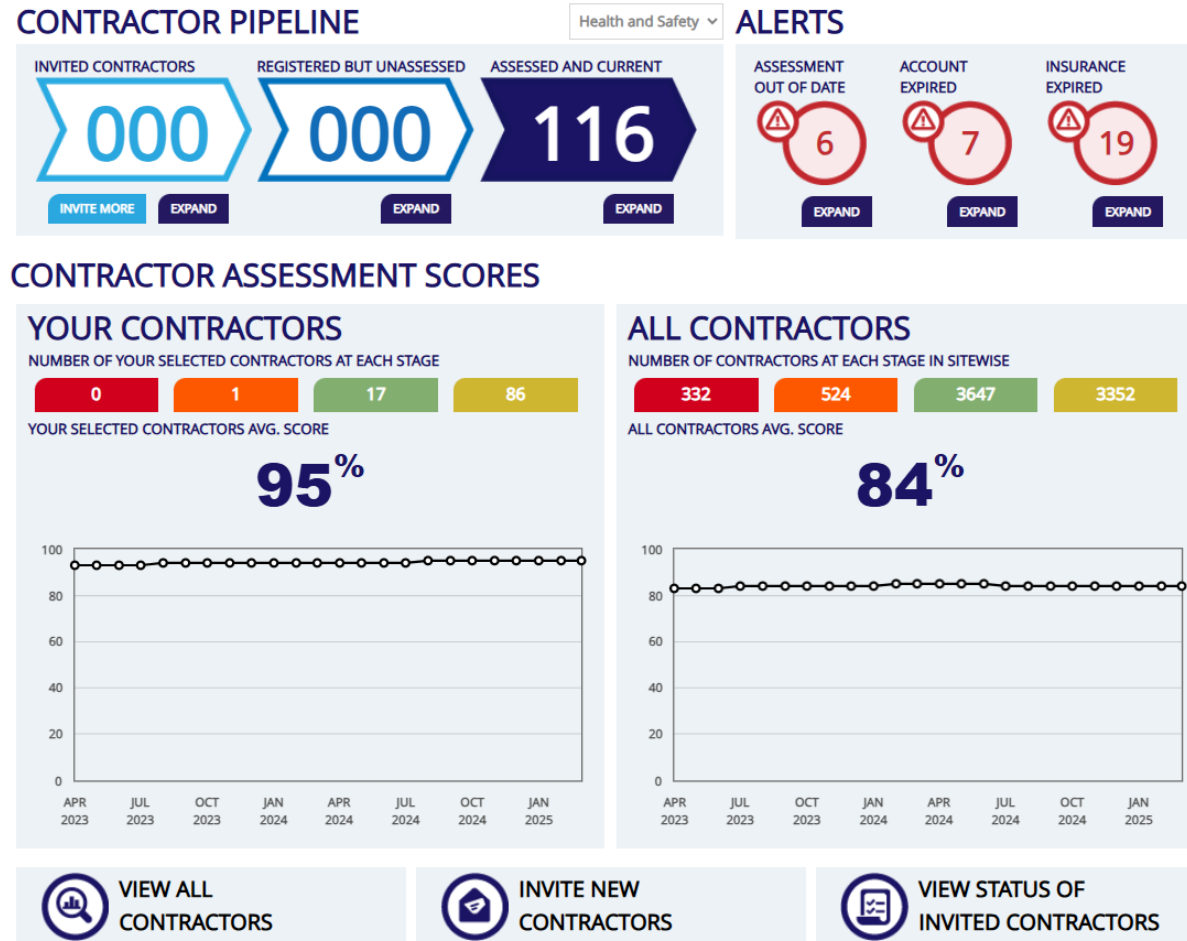
Airfield Incident Reports – Nil to report.

Aqualand: Nil this month.

Flamingo Scooter Incident Reports: Nil to Report

Lost Time Injuries -	NIL
Lead Indicators	
Safety Inspections Completed (Workplace Walkarounds)	First Aid Kits checked, and stock replenished January 2025 Workplace Walkaround due March 2025
Training Delivered	First Aid training delivered 11 February 2025 (22 staff) Next First Aid training scheduled 2 April 2025 Confined Space and Gas Detection training scheduled 11 March 2025 (2 staff)

Appendix B



Above is the current status of our preferred contractor data base held within SiteWise.

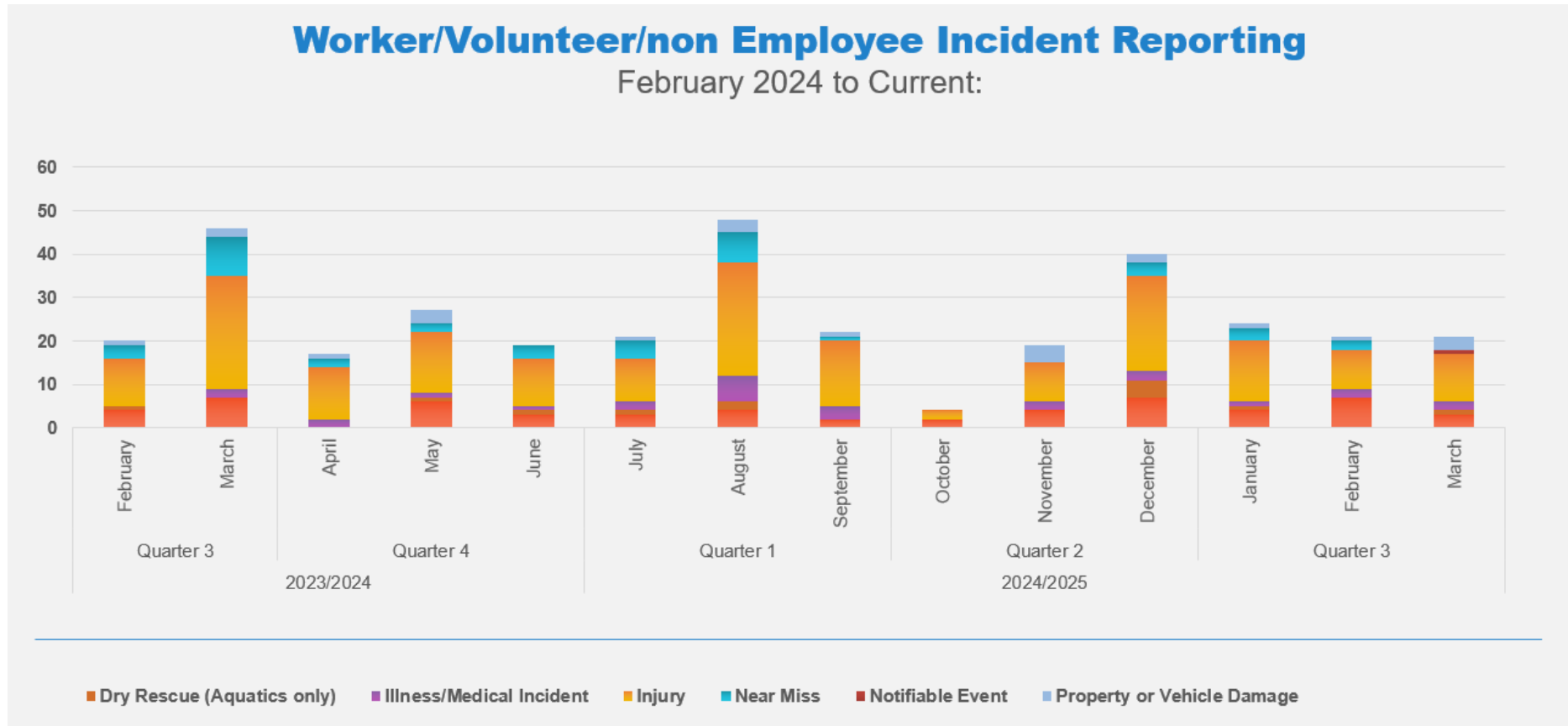
Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise.

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.

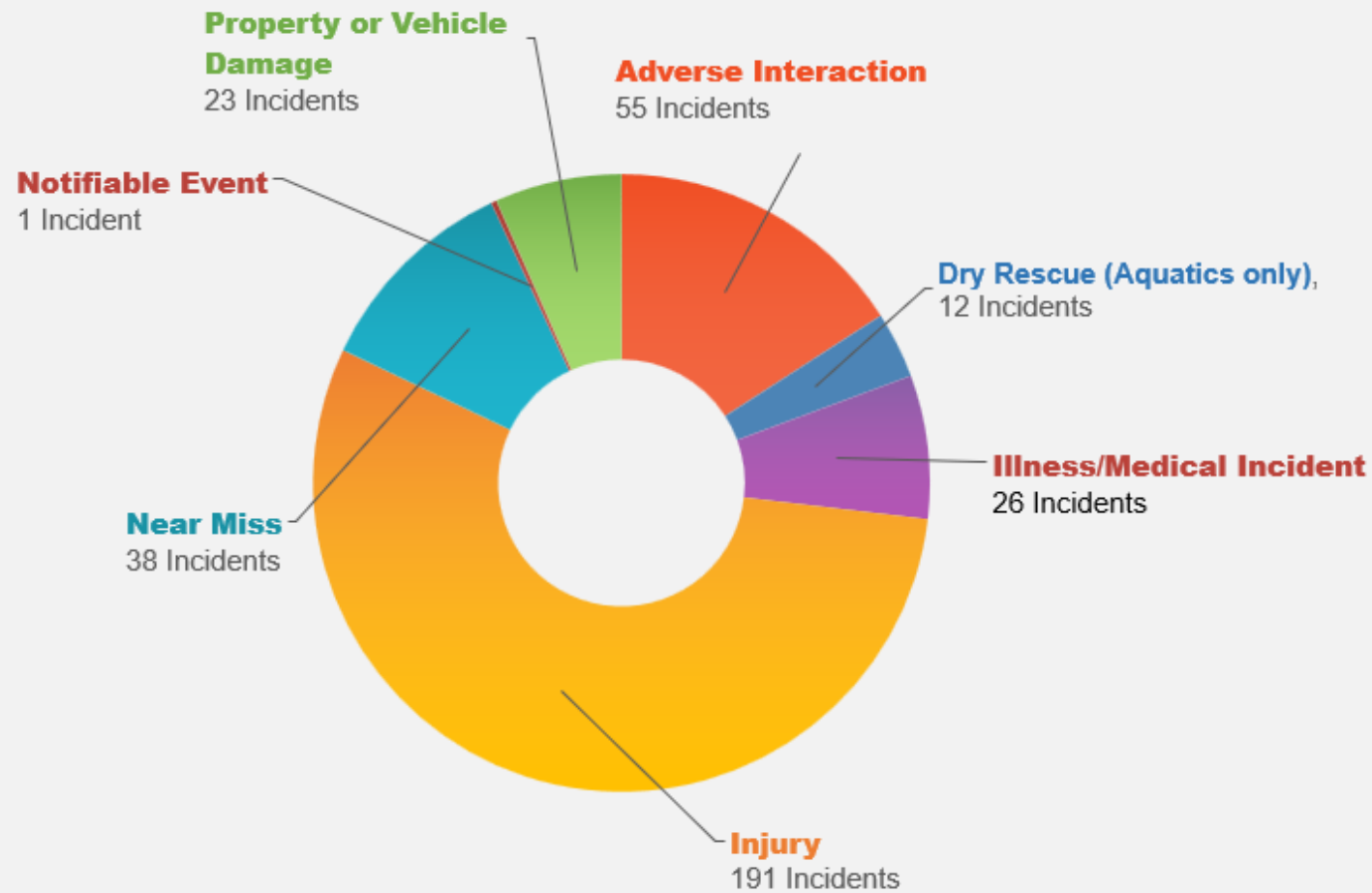
“INVITED CONTRACTORS” is referring to the number of new contractors we have invited and as preferred this past month. “REGISTERED BUT UNASSESSED” is referring to the contractors that have applied to Sitewise but have not submitted documentation for assessment yet.

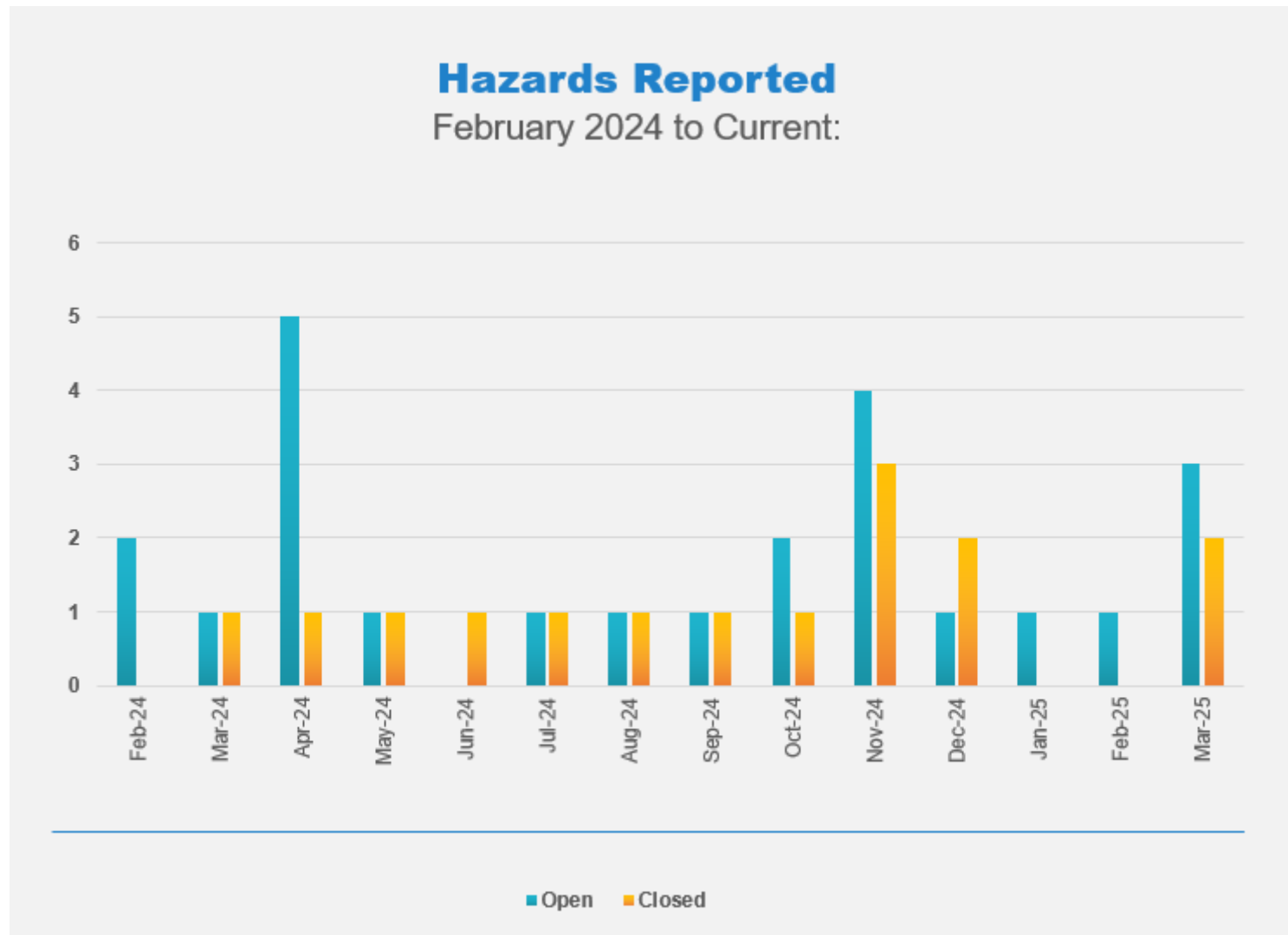
Appendix C



Worker/Volunteer Incident Reporting

February 2024 to Current:





4th March 2025

Drucilla Kingi Patterson

"History will inspire our Tamariki
to do great things"

These things came into my life this week

1. Watch President Trump try to bully a country out of its minerals wealth
2. Watch a film yesterday whereby a team of African american women help send men into space through being great at maths but had segregation & separate toilets.
3. Brought a book with the Coronation of Queen Elizabeth
4. Another with Queen Victoria Office plus Princess Victoria 1887 when she became a new Queen
5. 22nd October 2024
I witness the New Maori Queen at Tuahiwi Marae plus a crowd of 4000
6. Things I brought this week a coin to celebrate 80th Birthday of the Queen Mother married to Queen Elizabeth Father
7. Plus a coin to celebrate the First man to the Moon 20th July 1969 Neil Armstrong

On 19th February 2025 I presented to Christchurch City Council on 175 Anniversary of the first 4 European boats to New Zealand 1880

I have since spoken to members of the Public who are descendants

Plus Linda McFarlane Canterbury Pilgrims & Early Settlers

- Many of her members are elderly - They plan to have a meeting and may run events in Lyttelton depend on support from city council

I am prebooked for Christchurch Art Centre 16th December 2025 for a week - with display, paintings, prints, 1880 plus my royal doll / bear collection.

I thought it would be nice to invite council and interested group to run their own events.

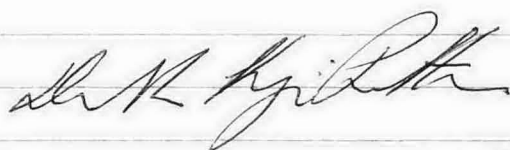
Ngai Tahu Runanga I think at present have been busy with water issues and Ka Pa Haka competitions

The door is open for them to participate.
A lot depends who you talk too

I am Taranaki iwi, scottage, Irish

This presentation is just to keep you informed

I'm hoping you may want to do something



"History will inspire our Taranaki
to do great things"

WAIMAKARIRI
DISTRICT COUNCIL
RECEIVED: 04 MAR 2025
To: Thea K

RECEIVED
04 MAR 2025

Team Leader
Waimakariri
to present council 8th April 2025 -



LGNZ four-monthly report for member councils

// November 2024 – February 2025





Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It’s structured around LGNZ’s purpose: to serve local government by **championing**, **connecting** and **supporting** members.

Please consider putting this report on the agenda for your next council meeting so that all councillors can review it and provide feedback. Sam, Susan or other National Council members are very happy to join council meetings online to discuss the report or any aspect of it – just let us know.

This report complements our regular communication channels, including *Keeping it Local* (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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Introduction

This four-monthly report covers the summer holiday period when you hopefully had a well-deserved break. LGNZ continued to work hard on your behalf, delivering two All-of-local government events, meeting with Ministers, making submissions and producing resources for members.

January's Cabinet reshuffle meant a new Minister for Local Government, Simon Watts. LGNZ had dinner with the Minister on his first official day in the job, hosted him at February's All-of-local-government event and had our first formal meeting of the year on 6 March. As the Minister said at our February event, we have a positive relationship and want to work together. He acknowledged local government was fatigued by waves of reform and that a lot of the cost and burden that falls on local government is because of central government legislation (as LGNZ's research last year demonstrated). We're looking forward to working constructively with the Minister.

The political year unofficially starts at Waitangi, which offers many opportunities to mix formally and informally with Ministers, MPs and Iwi leaders. This year LGNZ stepped up our involvement and had a strong presence, including a number of National Council members, who were part of an official pōwhiri and delivered a prayer for the nation at the Dawn Service.

In the advocacy and policy space, in November we launched a set of [funding and financing tools](#) that could make a difference for local government. These tools, which include things like sharing GST on new builds, congestion charging and value capture from growth, gained strong media coverage. We also highlighted to media the potential negative implications of rates capping, with Australian guest speakers at both our November and February All-of-local-government events underlining the negative fiscal impacts for Australian councils and communities.

Other highlights of this period included:

- A range of quality submissions shared with members, including on resource management and water services reform.
- The launch of our Electoral Reform Issues paper, with the draft position paper launching 13 March. As well as four-year terms this covers the inevitable decline of post and how to respond.
- Members can now access for free more than \$1.2 million worth of professional development assets via our Ākona professional development platform (this is what it would cost councils to commercially develop the 15 Ako hours and 22 courses available).
- We distributed a free Vote 25 toolkit to all member councils just before Christmas – which you can use and adapt to promote voter registration, standing and voting.

We always welcome your comments and feedback.

Ngā mihi
Sam and Susan



Champion

Government relations

In January a reshuffled Cabinet meant a new Minister for Local Government along with other portfolio shifts relevant to local government, including a new Transport Minister. We have seized on the reshuffle and our already-strong relationship with incoming Local Government Minister Simon Watts to reset the relationship between central and local government. Sam and Susan had dinner with Minister Watts on his first official day in the job, we've locked in regular ongoing meetings, and the Minister spoke at our All-of-local-government meeting on 27 February. As well as staying as long as he could to answer questions, the Minister joined Mayors, Chairs and Chief Executives for morning tea ahead of his session.

As well as sending the Minister [an immediate letter](#) on key issues, we have developed a briefing for the Minister that sets out the state of play of local government issues, including where there are opportunities to work together in support of New Zealand's economic development. [Read the Briefing to the Incoming Minister](#).

We have confirmed quarterly meetings with the Prime Minister throughout 2025. We also meet regularly with Infrastructure and Resource Management Reform Minister Chris Bishop, who now holds the Transport portfolio as well, with Regional Development Minister Shane Jones, and of course Minister Watts. During this four-month period, we met with Minister for Building and Construction Chris Penk and got a good insight into what he would like to achieve in the portfolio. He is keen to make changes work on the ground and, as he put it, "make life easier for councils not harder". We are in conversation with MBIE as to how options for the building consents regime might be received by councils and how they might work in practice.

We secured a strong line up of Ministers and representation from the Opposition at both the November and February All-of-local-government meetings and individual sector meetings.

Waitangi Day kicks off the political year and this year LGNZ had a strong delegation that included a number of National Council members. We held formal and informal meetings with local MPs and iwi leaders, and had the opportunity for conversations with a range of Ministers we would not normally meet with, like Education Minister Erica Stanford. Sam, Campbell and Susan attended the Waitangi Trust's dinner alongside with political leaders, including Minister Watts and the Leader of the Opposition. We had a particularly useful meeting with Northland MP Grant McCallum, who was sympathetic to our safety concerns relating for Māori elected members given the tenor of debate around Māori Wards referenda. He was action-focused and was keen to support neutral messaging that promoted safe and informed local elections. He was also interested in looking into working with us to brief National MPs on other local government issues such as funding and financing.



Media

Our media engagement means balancing standing up for councils with being seen as a constructive partner of the Government. LGNZ has gained proactive media coverage of our perspective on rates capping, and our launch of funding and financing tools, and the closure of regional newspapers. Our advocacy positions on all three topics tied into our wider strategy to make local government feel more relevant and improve ratepayers' understanding of issues faced by councils.

Over the past 12 months, the media landscape has shifted significantly with the closure of major platforms, key newsrooms and culling of experienced journalists. These shifts made it harder to place proactive stories but we have intensified our efforts and continue to gain traction on major advocacy issues important to councils and our communities.

An example of these efforts coming to fruition was the coverage of LGNZ's All-of-local-government meeting, which drew the attention of media outlets from across the country on a range of topics, from rates capping and four-year terms to a new stalking bill and housing growth.

We got coverage on our position on [rates capping](#), including [Newsroom](#) leading with a well-written piece alongside stories on [NBR](#), [BusinessDesk](#), [RNZ](#), [The Press](#) and [The Post](#). [Four-year terms](#) for local government was also a hot topic, with Sam Broughton appearing on the [Mike Hosking breakfast](#) on [Newstalk ZB](#) to discuss the issue, with his comments included in [The Post](#).

LGNZ's CE Susan Freeman-Greene and Invercargill Councillor Alex Crackett also spoke with [Stuff/ThreeNews](#) and [RNZ](#) about the Government's proposed [stalking legislation](#) and the need to increase safety for elected members.

On Friday, Minister Bishop's announcement around new and improved funding and financing tools to reduce the disincentives for housing growth for councils made headlines. Analysis articles ran on [Stuff](#), [NZ Herald](#) and the [Gisborne Herald](#), with Stuff's Luke Malpass penning an insightful piece on the financial conundrum facing councils that appeared in [The Press](#), [The Post](#) and the [Waikato Times](#).

Some other specific media highlights in the past four months include:

- LGNZ's rollout of [a funding and finance toolkit](#) for councils got plenty of traction.
- We urged caution around central government's proposed [rates capping](#) introduction in New Zealand.
- We advocated to the Government [to share IVL funding](#) with councils to reduce pressure on ratepayers.
- We [welcomed the new Minister of Local Government](#) and presented the reshuffle as an opportunity to collaborate more.
- Sam penned an [op-ed](#) for Stuff, talking about the benefits of a true partnership between local and central government.
- LGNZ spoke out about the proposed Government changes to the [water and waste levies](#).



- We [welcomed the move](#) towards benchmarking and more transparency, but pushed the Government to ensure any report card provides a 'full and accurate picture'

Local government funding and financing

In late November we launched a [set of 25 tools](#) to help councils better fund infrastructure and services – from sharing GST on new builds to value capture to improving councils' ability to recover costs.

It's a pragmatic list with three distinct tiers:

1. Tools that are on the Government's agenda
2. Tools the Government has shown an interest in
3. Tools councils want but the Government isn't interested in, so need longer-term advocacy.

While rates will always be local government's primary funding tool, these tools could make a real difference to the challenges councils face. We are starting to see the fruits of this work with the Government's announcement at our February All-of-local-government meeting on new tools that will see development contributions replaced with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs – more on this below.

As well as the [set of tools](#), we developed some resources to support councils' conversations with communities and central government:

- [A set of key messages](#) explaining why we need new tools
- [Slides](#) with key messages and data
- [A draft op ed](#) that you can repurpose
- [A draft letter to your MP](#)

Treasury has released advice to the Minister of Finance on funding tools available to councils. The Minister is seeking to reduce funding calls on the Crown. Treasury considers that council funding tools are generally fit for purpose. Their view is that the barriers to the full use of these tools relate to political economy, such as a general resistance to increasing rates. This is a valid point, but LGNZ believes these tools need improvement to allocate costs better, address affordability, improve efficiency, and align government objectives with local incentives.

The Government's stance against rates increases and its consideration of rates caps risks deepening public resistance to existing funding tools and increasing pressure on Crown funding. LGNZ will continue to engage with Ministers on this issue and work to enhance public discourse on the relationship between the costs of services and infrastructure and rate rises.

Ratepayer Assistance Scheme (RAS)

The new Local Government Minister has expressed interest in progressing the RAS. The RAS would allow ratepayers to cheaply borrow for specific improvements or ratepayer charges and in support of local and central government priorities. By leveraging the high credit quality of local government



rates, it accesses efficient capital market financing, passing savings to ratepayers. The RAS lends directly to ratepayers, keeping councils financially whole.

We are looking to capitalise on the Minister's interest and secure the necessary financial commitment and legislative changes. Minister Watts is positive about the scheme and has identified potential alignment with his energy portfolio if the RAS could foster investment in rooftop solar generation. We are working with Rewiring Aotearoa, an electrification advocacy group, to develop this element of the scheme.

Infrastructure funding and financing

In November, the Government released an [infrastructure funding and financing framework](#). This framework outlines the principles and processes underpinning the Crown's funding and financing decisions. It will have implications across water, energy, housing, climate adaptation, and transport. The framework makes it clear that the Government intends to only fund or finance projects as a last resort (and in minimal viable quantities). The Government also expects user pays and private financing to play a greater role in infrastructure funding and financing. Local government is not mentioned in this framework.

LGNZ will engage with new government agency *Infrastructure Funding and Financing Ltd (NIFFCo)* to ensure this framework is operationalised with councils in mind. Operationalising the framework will be challenging, given the substantial investment required for future infrastructure and the limitations of user-pays models in some sectors, as highlighted by the Infrastructure Commission.

We are also engaging with DIA and MHUD on their current work on changes to the development contributions system.

The Minister for Infrastructure announced changes to New Zealand's infrastructure funding and financing settings at February's All of Local Government meeting. The Government will replace development contributions with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs. There will be regulatory oversight of development levies to ensure charges are fair and appropriate. Councils will also have more flexibility to set targeted rates that apply to new developments. Finally, the Infrastructure Funding and Financing (IFF) Act will be improved for developer-led projects and expanded to support major transport projects like those led by NZTA.

LGNZ has welcomed these changes, which were in our funding and financing toolkit. We will await further detail and work to ensure these reforms work effectively on the ground for councils.

Regional deals

Instead of the initially announced approach of inviting five regions to participate, all councils were eligible to express interest in a Regional Deal by 18 December 2024.

The Minister was clear that councils should work together across a region when submitting an expression of interest. This meant providing a light-touch proposal with an outline of the drivers of economic growth in a region, what the region will do to unlock growth, and what the region needs



from central government to assist. These expressions of interest will be assessed, and the Infrastructure and Investment Ministerial Group will decide which regional deals proceed to the next steps, which involve a MoU process and final negotiation.

Our understanding is that new Minister may be interested in seeing more than one deal agreed by the end of 2025 (we will certainly be encouraging this), with more agreed by the end of 2026.

Rates capping

Rates capping was a significant topic at both the November and February All-of-local-government meetings. This included presentations on the operationalisation and impacts of rates capping from local government representatives from New South Wales and Victoria (in November); and on transparency as an alternative from South Australia (in February).

In Australia, while rates capping has been effective in terms of constraining rates increases, it has failed to deliver an optimal mix of local services and rates. It has degraded council delivery and left councils increasingly financially unstable. In every overseas jurisdiction that has implemented rates capping, councils are advising us to oppose it as strongly as we can because of its negative impacts on councils' ability to deliver for communities.

We raised concerns about rates capping in meetings with numerous ministers, highlighting this policy's risks for communities and advocating for alternative measures. We are suggesting performance reporting and benchmarking should be prioritised instead – and that these would better achieve the Government's aims.

Water services reform

The Local Government Water Services Bill was introduced in December, with submissions closing in late February. This piece of legislation will establish enduring settings for the new water services system and is expected to be enacted in mid-2025. The bill sets out arrangements for the new water services delivery system, a new economic regulation and consumer protection regime for water services, and changes to the water quality regulatory framework and the water services regulator (Taumata Arowai). To help members prepare their submissions, in December LGNZ shared an [explainer on the stage three legislation](#) with members, based on [proactively released decisions](#) on the future system. In January, we circulated a draft submission on the Local Government (Water Services) Bill for member input, and we expect to present our oral submission in March.

The Water Services Authority – Taumata Arowai and the Ministry of Business, Innovation and Employment (MBIE) carried out a short consultation on levies to fund water services regulation, with submissions closing in late January. These levies will be collected from councils or their water organisations, and will fund or part fund the water services regulatory functions of Taumata Arowai and the Commerce Commission. These agencies are already empowered by legislation to charge levies in this way. Taumata Arowai proposes to recover \$20.658 million per annum for the next three years from local government through this levy, around 84% of its operating costs. The Commerce



Commission is seeking to recover \$6.5m per annum for the next two years from local government (or their water organisations) from their levy. They both propose to allocate these on a population basis, resulting in a total for both levies of \$5.44 per person per year.

Councils will soon start consulting on aspects of their Water Service Delivery Plans (WSDPs), which must be finalised by 3 September 2025. As councils consult their communities, for some councils it will become obvious how difficult it is for water services to be financially sustainable, especially if charges to consumers are kept low. We will support member councils by providing information, connecting members to support from DIA, and advocating for DIA to increase this support. The Minister was also clear when speaking at LGNZ's All-of-local-government event on 27 February that councils should reach out for help now rather than wait till September.

Resource management reform

We are awaiting Cabinet decisions on the “blueprint” for new legislation to replace the Resource Management Act (RMA), which we understand was presented to the Minister Responsible for RM Reform last month.

In the meantime, the Resource Management (Freshwater and Other Matters) Amendment Act, and the Fast Track Approvals Act were both passed by Parliament.

In February, we submitted on the Resource Management (Consenting and Other System Changes) Amendment Bill. This legislation progresses targeted amendments to the Resource Management Act to improve its performance while work on replacing the RMA continues. We are still awaiting the accompanying changes to National Direction, which LGNZ will also submit on.

Some councils have approached LGNZ seeking support for removing specific projects from the Fast Track process. For example, Waimate District Council has written to Ministers raising concerns about the inclusion of the proposed Waste to Energy Plant at Glenavy, primarily on the basis of environmental, health and economic impacts. While LGNZ can't lobby central government about specific projects for individual councils, this serves as another illustration of the tension between central and local government decision making. The Fast Track Approvals Bill aims to speed up consenting for major infrastructure, but the inevitable trade-off is less input from local communities on significant proposals that affect their area. We will continue to reflect this broader concern in our advocacy work.

We are currently working on a plan for how LGNZ will respond to the significant volume of consultations expected in the RM space over the next 12-18 months.

Transport

We have surveyed Transport Forum members to get an idea of the cost of implementing the Government's new policy of variable speed limits in school areas. While councils are at varying stages in terms of quantifying the impact of this policy, early indications are that this is having a



significant fiscal impact on councils that are already facing significant fiscal pressure as a result of funding decisions made in the NLTP 24-27.

Transport Forum meeting dates have been locked in for 2025, and following the letter from Sam and Neil to Simon Bridges, NZTA board members Paul Dougherty and Warwick Isaacs attended the Transport Forum meeting in February.

In November, the New Zealand Transport Agency Waka Kotahi released a discussion document on increasing the private share (i.e. the portion of fares not subsidised by central or local government) of public transport operating expenditure, and wrote to regional councils suggesting specific targets for this share. This had been signalled in both the Government Policy Statement on Land Transport and the National Land Transport Programme, both of which were released earlier in 2024. The Regional Sector and LGNZ have raised concerns about the impact on passenger fares in the media and with Ministers.

The new Transport Minister also holds the Housing, Infrastructure, and RM Reform portfolios, presenting significant opportunities for alignment. We have secured a meeting with Minister Bishop in March and also have briefed him in writing on the LGNZ Transport Forum, which met on 10 February and discussed how best to work with the new Minister.

The Government's 2025 Q1 action plan commits to passing the first reading of the Land Transport Management (Time of Use Charging) Bill. This bill, which was introduced last year, would enable time of use charging (aka congestion charging). This is one of our tier one funding and financing tools and LGNZ will be submitting on this legislation: the model adopted needs to give councils as much flexibility as possible.

Climate change

In November, the Office of the Auditor General has released a report [How well four councils are responding to a changing climate](#). The report highlights that climate change poses significant challenges for councils, requiring long-term strategies, governance clarity, and collaboration. While the four councils audited have taken steps to prioritise climate action, gaps remain in embedding these priorities into planning and resourcing. Recommendations include enhancing collaboration, setting clear climate objectives, strengthening performance measures, ensuring governance clarity, and improving public reporting. The Auditor-General encouraged all councils to consider these recommendations.

On 29 January, the Government published its [response](#) to the Finance and Expenditure Committee's inquiry into climate adaptation (which outlined high-level objectives and principles to guide development of New Zealand's climate change adaptation policy framework). The response signalled the Government intends to adopt a decentralised approach to climate adaptation, with decision-making and resource allocation occurring at the most-local level possible. This suggests residents and councils will generally bear the cost of adaptation. LGNZ will keep advocating for councils to be provided with adequate funding and policy tools to meet adaptation obligations. The Government has said it will consider the committee's recommendations as it finalises the adaptation framework and associated legislation, which is expected to be introduced this year.



Electoral Reform Working Group

Thank you for all your feedback on the Working Group's issues paper, which has been taken into account by the group in developing a draft position.

Mayor Nick Smith will be launching the Electoral Reform Working Group's draft position paper in March, including presenting to all zone meetings to get your feedback. As well as looking at a four-year parliamentary term, the group has also been looking at the unsustainability of postal voting and considering alternatives.

Other policy issues

Earthquake prone buildings

The steering group set up by MBIE to inform its comprehensive review of the seismic strengthening system has had its first meeting, with Nigel Bowen, Helen Craig, and Liam Hodgetts (all put forward by LGNZ) providing a local government voice at the table.

LGNZ has also set up our own informal Seismic Strengthening Group, chaired by Manawātū deputy mayor Michael Ford, which met for the first time in late November. This was a positive meeting that underscored what members want from the Government's comprehensive review of the seismic strengthening regime. This group will meet on an as-needed basis to help guide LGNZ's response to the Government's review, and to support wider advocacy for the remit from Manawātū District Council passed in 2023.

Stalking

We produced [a submission](#) on the Crimes Legislation (Stalking and Harassment) Amendment Bill, which introduces a new stalking and harassment offence and other measures to reduce the harm that victims experience. In our 2022 survey of elected members, 43% had experienced harassment, prejudice, threatening or derogatory behaviours in their role. Aggressive and abusive behaviours can constitute stalking – or be a precursor to it – and we want to see elected members better protected.

Update on 2024 remits

Remit	Progress update
Appropriate funding models for central government initiatives That LGNZ proactively promote and lobby for the development of a more equitable and appropriate funding model for central government initiatives.	This remit is being progressed as part of the wider funding and financing work programme (and is a core objective of this work).
GST revenue sharing with local Government That LGNZ be proactive in lobbying central government on sharing GST revenue with local	This remit is being progressed as part of the wider funding and financing work programme. We understand the Government is looking at

government, derived from local government rates and service fees related flood protection mitigation, roading, and three waters, for investment in these areas.	alternatives to this policy (such as more enabling changes) and will consider advice on this later this year.
Local Government Māori Wards and Constituencies should not be subject to a referendum That LGNZ lobbies central government to ensure that Māori wards and constituencies are treated the same as all other wards in that they should not be subject to a referendum. We oppose the idea that Māori wards should be singled out and forced to suffer a public referendum.	Now that legislation has been passed, we know that 42 councils will be holding a referendum on Māori wards. See the separate National Council paper on Māori wards, which discusses how LGNZ will support Te Maruata and the wider membership around the referendums and elections broadly.
Proactive lever to mitigate the deterioration of unoccupied buildings That LGNZ advocate to Government: <ul style="list-style-type: none"> • For legislative change enabling local authorities to compel building owners to remediate unoccupied derelict buildings and sites that have deteriorated to a state where they negatively impact the amenity of the surrounding area. • To incentivise repurposing vacant buildings to meet region-specific needs, for example, accommodation conversion. 	Late last year we had an initial discussion with Gisborne District Council to determine the work programme for progressing this remit, which was also discussed at the first meeting of the LGNZ Seismic Strengthening Group. Information from GDC is currently being used to develop a work programme.
Representation Reviews That LGNZ advocate for changes that support the provision of timely and accurate regional and sub-regional population data to councils for use in council representation reviews.	Statistics NZ is reviewing the methodology for the 2028 census. We are monitoring this process in case it provides an opportunity to progress this remit. A move to a four-year term, which we are actively lobbying for, would require a change in the timings of representation reviews so this remit is also informing the thinking of the Electoral Reform Working Group.
Community Services Card That LGNZ advocate to Central Government to amend the Health Entitlement Cards Regulations 1993 so that the cardholder can use the Community Services Card as evidence for the purposes of accessing Council services which would otherwise rely on a form of means testing.	We wrote to relevant Ministers asking that councils be allowed to make use of the Community Services Card when offering discounts to council facilities. We have yet to receive a response. We also put out a media release, which got good coverage, and engaged via social media.
Graduated Licensing System That LGNZ advocate for changes to the fee structure for driver licensing, better preparing young people for driver licence testing, and greater testing	MTFJ has agreed to progress this remit because it relates to its work with the Driving Change Network.



capacity in key locations throughout New Zealand, in order to relieve pressure on the driver licensing system and ensure testing can be conducted in a quick and efficient manner.	
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Connect

2025 calendar

We released a [final version of the 2025 calendar](#) in early December (though this remains subject to change if the need arises).

Vote25

In December, we shared our [free Vote25 toolkit](#) with member councils. This includes a set of creative assets that councils can customise, such as posters and social media tiles. The campaign covers all three phases: register to vote; stand for election; and vote.

All-of-local-government meetings

The November meeting, with a strong programme that focused on local government reform, drew more than 170 members. It was an opportunity to lay the foundations for stronger advocacy on key parts of reform in local government, such as rates capping. At that event we also launched the funding and financing toolkit discussed above, which gained strong media coverage.

February's All-of-local-government meeting focused on accountability and demonstrating value, with more than 180 members attending. Government speakers included Local Government and Climate Change Minister Simon Watts; Infrastructure, Transport, RMA Reform and Housing Minister Chris Bishop; and RMA Reform and Infrastructure Parliamentary Under-Secretary Simon Court. This was Minister Watt's first chance to address a large local government gathering in this role, and he set out his intention to work in partnership with local government while delivering on the reform agenda. Our guest speaker from South Australia's local government association shared how they managed to convince their government to not implement rates capping by implementing greater transparency; an advocacy approach that LGNZ is also taking.

The theme of the 1 May meeting is delivering infrastructure for growth. Confirmed speakers so far include Minister Chris Bishop and former Minister Steven Joyce – we'll be releasing the programme and inviting registrations in March. As usual, individual Regional, Metro and Rural & Provincial Sector meetings will happen on the following day.

Metro Sector

The Metro Sector meetings on 22 November and 28 February confirmed the group's focus areas for the remainder of the current electoral term, as follows:



1. Enabling and supporting economic development and growth by showcasing the role of cities as engines of the national economy and driving regional collaboration.
2. Lift LGNZ governance and accountability in order to improve LGNZ's impact.
3. Improve alignment of central and local government investment cycles to reduce inefficiencies and encourage more bipartisan agreement on key infrastructure decisions.

Regional Sector and Te Uru Kahika

The final meeting of the Regional Sector for the year included engagement with Hon Mark Mitchell, the Minister for Emergency Management, a discussion with Hon Simon Upton, Parliamentary Commissioner for the Environment on water and land use roles, and discussions on Taumata Arowai's stormwater performance standards and phase 3 of resource management system reforms.

LGNZ has met new Te Uru Kahika Executive Director Iain Maxwell to welcome him on board and build on the positive relationship we enjoyed with his predecessor Liz Lambert. We work closely to coordinate Regional Sector meetings and collaborate on policy work.

February's Regional Sector meeting included new Transport Minister Chris Bishop, Taumata Arowai on wastewater performance standards, and the Department of Prime Minister and Cabinet on significant natural hazard events and recovery settings. This meeting also welcomed new Taranaki Regional Council Chair Craig Williamson, with Cr Charlotte Littlewood recently standing down from the Chair position.

Rural & Provincial

February's R&P meeting canvassed a number of areas impacting rural and provincial councils, with Local Water Done Well a key topic on people's minds, as well as new wastewater standards. The Department of Internal Affairs and Taumata Arowai spoke at the first R&P event of the year and took questions. Rural health was also a big topic so we had speakers address growing concerns over access to health in our rural communities and provided some examples of the hands-on role some councils are playing to bridge the gap. The Roading Efficiency Group also delivered a presentation.

Minister Chris Bishop used our February event as a platform to announce some major changes to local government funding and financing as part of his Going for Housing Growth programme. The event wrapped up with a session with KPMG's infrastructure financing expert Karen Mitchell on infrastructure funding and financing options such as using debt and PPPs.

SuperLocal25

Planning for SuperLocal25, which is from 16-17 July at the Te Pae Convention Centre, is well underway: the conference's theme will be Brilliant Basics and Beyond. We are currently finalising the programme and will open registrations in April.



Based on feedback from SuperLocal24, we have compressed the programme so that the event starts much earlier on the first day (the AGM will be at 8.30am on the Wednesday) and wraps up with the awards dinner on the Thursday night. This leaves Friday for visits to the wider region or travel home. Te Maruata and Young Elected Member hui will be held on Tuesday, before the conference, and there will be a breakfast for Women in Local Government at 7am on the Wednesday morning before the AGM.

Te Ao Māori

Iwi engagement

Waitangi presented new opportunities for engagement, thanks to LGNZ's representation by National Council. The Iwi Chairs Forum held one of their conferences ahead of the Waitangi commemorations at Waitangi, which allowed us to continue building that relationship as well as with Northland Iwi, hapū and whanau. It was the first year we were formally included in a pōwhiri at Waitangi, alongside the legislature, diplomats and the Waitangi Tribunal.

Te Maruata

Te Maruata met early in November to reflect on 2024 and look forward to 2025. The Treaty Principles Bill and broader election-related issues, including how to support members, were also a hot topic. Te Maruata also provided support to LGNZ's participation at Waitangi.

Te Maruata Rōpū whakahaere will hold its first official meeting of the year at the beginning of March. The focus will be on fleshing out plans for Elections 2025, preparations for Te huinga o ngā roma – the in-person whānui hui in April – and plans for the Te Maruata hui at SuperLocal25.

Te huinga o ngā roma will be held from 3-4 April in Taupo. Te huinga o ngā roma acknowledges the tributaries of Lake Taupō and the role of water in the revitalisation and connection of people and place, which will ground the event. There will be a range of inspiring speakers, workshops and discussions to equip, support and inspire members.

Young Elected Members Network

The annual YEM Hui took place in Christchurch from 16-18 October. It was held there despite Christchurch City Council's decision to withdraw from LGNZ, because the YEM Committee had decided earlier this year to shift away from having a host council, with the Committee taking on full responsibility for hosting. We worked closely with Cr Deon Swiggs (Environment Canterbury and member of the YEM Committee) on planning for the event. Former Christchurch Mayor Lianne Dalziel delivered the keynote address, with the theme of the hui being "mā mua kite a muri, mā muri ka ora a mua" – driving change through community leadership. The programme was about councils empowering community leaders to make real change and equipping YEM with the key skills needed to make good decisions around council tables. We also had former YEM Lan Pham from the Greens and Cameron Luxton from the ACT Party give their perspectives on how to deliver for communities.



Tikanga sessions were organised to support members to prepare for the whakatau at the commencement of their hui.

Planning is now underway to work through how the YEM network want to address voter turnout and get more young people to stand in the next local election.

The YEM Committee met at the end of February to develop a plan for the elections – this includes how to get more young people to stand and vote, as well as induction material specific to supporting YEMs. We will also be holding a three-hour YEM hui before SuperLocal25.

Community Boards

The Community Board Executive Committee met in early November and again in February. The committee welcomed a new member, Ross Munro from Pleasant Point community board (who replaces Simon Britten who stepped down due to Christchurch City withdrawing from LGNZ).

The meeting reflected on discussions with the Remuneration Authority on the formula for setting community board remuneration and an option for recognising and compensating boards which have additional responsibilities.

CBEC is keen to strengthen alignment with both YEM and Te Maruata, and also discussed using Ākona for community board members and community board induction, and the impact of representation reviews and on community boards

CBEC is continuing to work on its Relationship Agreement guide for councils and community boards, with a draft available soon for consultation. CBEC is also working on a community board workshop session for SuperLocal25; providing support to boards going through representation reviews; and liaising with the Remuneration Authority ahead of its review of elected members' remuneration.

Women in Local Government

Last year we brought women elected members together online and in person at SuperLocal24 (at a pre-conference lunch with keynote speaker Nicola Willis). We've had a lot of feedback that this work is valuable and should continue. As a result, we've developed a plan for this work that includes creating opportunities to connect; advocacy for system change that improves all elected members' safety (like submitting in support of the stalking legislation currently before Parliament); and championing this work.

Member visits

Susan and Sam are on track to have visited all councils since Sam became President, with the last visits scheduled in early 2025. For the remainder of the triennium, we will have a structured programme of calling Mayors and CEs (by Susan and Scott) as well as ad hoc visits/calls as needed.



Support

Ākona

We are seeing an increase in users as members realise how comprehensive it is, and that they can use it to suit their needs. Ākona has about 500 active users, with 42 users choosing to engage with the platform over the summer break. Over 200 users have made use of the skills analysis tool and 483 members have enjoyed the top five e-modules.

Between November and February, we held six Ako hours attracting a total of 184 registrations – and many individual registrations were for groups attending together.

The value of Ākona to councils continues to grow. An interactive professional development platform with 15 Ako hours and 22 courses would cost about \$1.2 million if you paid for it commercially.

The Induction 2025 pre-elected package of learning is on track for release at the end of March. This package teaches people about what it means to be an elected member, including what councils actually do, and will include a series of animated videos, along with interactive e-modules. You'll be able to share this pre-elected package with anyone interested in standing for council (they don't have to be members).

The Mayor Induction Hui and EM Induction hui around the country have been booked and details released to councils, which have welcomed the early communication. We'll also be holding a Chair Induction Hui after regional councils have elected their chairs.

The Ako Hour Academy, which will provide post-induction learning for all elected members, is being built collaboratively with members, in our governance bi-monthly hui. The response has been very positive, with everyone we have spoken to committing to weaving Ākona into local induction activities. Our Learning and Development Manager is meeting with each council in turn to discuss what materials they could upload into the new Ākona platform so it's a one-stop shop for all elected member learning.

Te Korowai – CouncilMARK

Te Korowai has progressed from three successful trials to a soft launch.

We are now seeking registrations of interest for participation in Te Korowai in 2025. There are multiple ways to engage with the programme:

- **Full programme cycle:** This includes an independent assessment by external assessors, an evaluation by the independent evaluation panel, and a development workshop following the evaluation report.
- **Integrity survey:** This serves as a stepping stone for councils wanting to assess their ability to function with integrity. Similar to an engagement survey, it involves an organisation-wide



rollout — including elected members — followed by an in-person workshop to discuss the findings.

Roading Efficiency Group

LGNZ is a founding partner of the Road Efficiency Group Te Ringa Maimoa (REG) sector partnership, which is entering its 12th year. We welcome the continued collaboration with RCAs and support REG in rolling out a number of exciting initiatives:

- A new governance dashboard in the Transport Insights web portal that provides elected members with valuable insight into the performance and benchmarking of their road network and RCA – www.transportinsights.nz
- An extensive learning and development programme to continue to raise capability.
- Delivering the Consistent Condition Data Collection project, which captures surface condition data for all sealed roads for local authorities.

Learn more at www.nzta.govt.nz/reg

Governance support

The 2025-2028 edition of the LGNZ standing orders template was [published in late December](#). This version has been updated to include recent legislation and additional principles. It's also been redrafted in plain English. As we have done previously, three templates have been developed, one for city and district councils, one for regional councils and one for community boards.

The 2025-2028 Guide to Standing Orders will be published in March. It has been updated and expanded with additional guidance, including:

- Advice on implementing the Ombudsman's Guidance on public access to workshops;
- More information on delegations and setting agendas;
- Guidance on issues that emerged in the last term, such as using co-chairs and vacating the chair;
- Protocols for webcasting and people joining meetings remotely; and
- Templates for parental leave and childcare policies.

LGNZ continues to provide support to a number of councils experiencing tension between elected members and/or between elected members and CEs.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: CON202336-02/ 250228033383

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 17 March 2025

AUTHOR(S): Teifion Matthews, Senior Project Engineer

SUBJECT: Delay to construction completion date for CON23/36 Raven Quay

SIGNED BY:  

General Manager Chief Executive

1 SUMMARY

The purpose of this report is to notify the Kaiapoi-Tuahiwi Community Board (the Board) of the delay to the construction completion date for CON23/36 Raven Quay 3 water renewals project. The original contract completion date was prior to ANZAC day, but unfortunately due to a number of unforeseen service clashes, the new construction completion date is after ANZAC day.

2 RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250228033383
- (b) **Notes** that the site will be left sufficiently clear for the ANZAC Day parade, and that staff have met with the Kaiapoi RSA who have indicated that they are satisfied with the arrangements.
- (c) **Circulates** the report to the Council for their information.

3 BACKGROUND

- 3.1 CON23/36 Raven Quay 3 waters renewals was awarded to Ongrade Drainage & Excavation on the 5 December 2024, with the possession of the site given on 13 January 2025.
- 3.2 The original construction completion date for both separable portion A and B was the 24 April 2025.
- 3.3 Unfortunately, during the work, there has been unforeseen clashes with the services. Variation orders were issued to resolve these issues, and this has resulted in additional days being awarded as Extensions of Time. This has resulted in a new construction completion date of which is after ANZAC day.

4 ISSUES AND OPTIONS

- 4.1 The original contract completion date was prior to ANZAC day, but unfortunately due to a number of unforeseen service clashes, the new construction completion date is after ANZAC day.
- 4.2 The remaining work anticipated following ANZAC will primarily consist of the kerb and channel installation on the southern side, along with the stormwater renewal reinstatement on the southern side of the roadway, as illustrated in Figure 1 below

- 4.3 The site will be clear and suitable for the hosting of the parade, except for fencing and barriers along the southern side. Also, the road will not be resealed, and so there will be a mixture of surfaces. However, there will be no work on site, no pumps or residual noise, and the site will be swept and tidy.

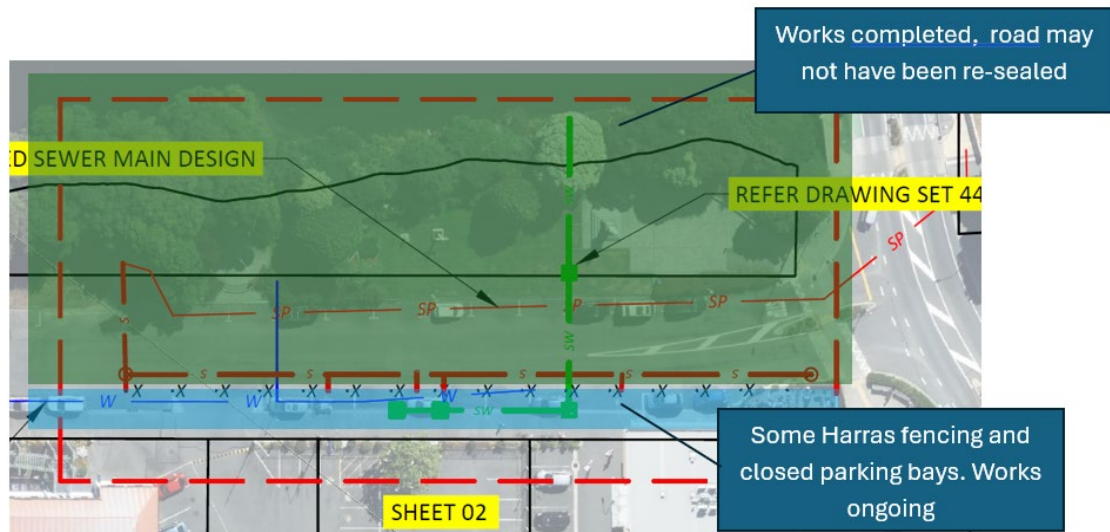


Figure 1 : Foreseeable working area during ANZAC day parade.

Implications for Community Wellbeing:

The issues discussed in this report have implications for community wellbeing. An incomplete site could disrupt an important cultural and social event in the town, which serves as a valuable opportunity for the community to come together in remembrance.

- 4.5 The Management Team have reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana Whenua

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

5.2 Groups and Organisations

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

Staff have spoken to the president of the RSA, who is the main organiser for the ANZAC parade. Following an onsite meeting, the proposed site layout during the ANZAC parade as seen in Figure 1, was discussed and found to be acceptable.

5.2 Wider Community

The wider community is likely to be affected by or have an interest in the subject matter of this report, given that there will be a minor impact to the public on ANZAC Day.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

There are no financial implications of the decisions sought by this report. The variations noted above are dealt with under appropriate contract management.

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 associated with implementing the recommendations in this report. One risk is that the contractor may not reach the expected stage by ANZAC Day. If this happens, staff will collaborate with the contractor and the RSA to ensure there is a suitable area for the parade to take place. Additionally, any change of plan will be communicated to the community in advance, ensuring a smooth and successful event despite any challenges.

6.4 Health and Safety

Adopting the recommendations in this report presents health and safety concerns. Staff will take the necessary steps to ensure the site is left safe and secure for the parade. This includes coordinating with relevant stakeholders to ensure all safety concerns are met, providing a secure environment for both participants and spectators.

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

The Water Services Act and Local Government Act are relevant in this matter.

7.3 Consistency with Community Outcomes

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

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Infrastructure and services are sustainable, resilient and affordable.

7.4 Authorising Delegations

This report is for Information only and no delegations need to be exercised.

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 10 DECEMBER 2024, AT 9AM.

PRESENT

Councillors J Ward (Chairperson), R Brine (via Teams), N Mealings, P Redmond, J Ward and P Williams.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roding), J McBride (Roding and Transport Manager), K Simpson (3 Waters Manager), S Allen (Water Environment Advisor), K Straw (Civil Projects Team Leader) J McSloy (Development Manager) and K Rabe (Governance Adviser).

1 APOLOGIES

Moved: Councillor Redmond

Seconded: Councillor Williams

That an apology for absence from Mayor Gordon be received and sustained.

CARRIED

2 CONFLICTS OF INTEREST

No conflicts of interest were recorded.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roding Committee held on Tuesday, 10 December 2024.

Moved: Councillor Williams

Seconded: Councillor Mealings

THAT the Utilities and Roding Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roding Committee held on 10 December 2024 as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

3.3 Notes of a Workshop of the Utilities and Roding Committee held on Tuesday 10 December 2024

Moved: Councillor Redmond

Seconded: Councillor Williams

THAT the Utilities and Roding Committee:

- (a) **Receives** the circulated notes of the workshop of the Utilities and Roding Committee, held on 10 December 2024.

CARRIED

4 **DEPUTATION/PRESENTATIONS**

Nil.

5 **REPORTS**

5.1 **Rangiora Stormwater Management Plan 2025 – 40 for Approval – S Allen (Water Environment Advisor)**

S Allen presented the report which sought approval to submit the Rangiora Stormwater Management Plan 2025-40 to Environment Canterbury.

In response to a query by Councillor Redmond regarding the discharge of 2%, S Allen replied that 2% was the requirement from Environment Canterbury for discharge

Moved: Councillor Redmond

Seconded: Councillor Mealings

THAT the Utilities and Rooding Committee:

(a) **Receives** Report No. 250120008174.

(b) **Notes** that the Rangiora Stormwater Management Plan 2025-2040 has been circulated to for consultation to Te Ngāi Tūāhuriri Rūnanga via Mahaanui Kurataiao Ltd, Rangiora Ashley Community Board, and the Waimakariri Water Zone Committee.

AND

THAT the Utilities and Rooding Committee recommends:

THAT the Council:

(c) **Approves** the Rangiora Stormwater Management Plan 2025-2040 to be to be submitted to Environment Canterbury.

CARRIED

S Allen asked that a mistake be noted on page 61 of the report which should have read Millbrook and not Southbrook.

Councillor Redmond thanked S Allen for her work and the comprehensive report.

5.2 **Community Biodiversity Funding – ZIPA Recommendation 2.8 – S Allen (Water Environment Advisor)**

S Allen presented the report which sought approval for the allocation of \$20,000 for the third year of a three year funding cycle from the Zone Implementation Programme Addendum (ZIPPA) budget to the Waimakariri Biodiversity Trust.

Councillor Williams asked for clarification on what the funding would cover, and S Allen replied that the funding would assist with managing the Trust to enable it to get leverage for funding for community projects and on the groundwork within the district. The original funding was for \$60,000 over a three-year period, and this would be the final payment.

Councillor Redmond asked who the Trustees were, and S Allen noted that J Roper-Lindsay was the Chairperson and F van Petegem was the Treasurer and there were about seven other Trustees, however she was not able to name them off hand.

Moved: Councillor Mealings

Seconded: Councillor Ward

THAT the Utilities and Rooding Committee:

(a) **Receives** Report No 250115005245.

(b) **Approves** the allocation of \$20,000 per annum (\$60,000 total) to the Waimakariri Biodiversity Trust for operational expenses from the existing 2024-27 Zone

Implementation Programme Addendum (ZIPA) Operational expenditure budget.

- (c) **Notes** that an accountability review of achieved outcomes will be undertaken by WDC staff before the allocation of \$20,000 per annum for 2025-26 and 2026-27 is released to the Waimakariri Biodiversity Trust.
- (d) **Circulates** this report to the Waimakariri Water Zone Committee and Ngāi Tūāhuriri Rūnanga, at a WDC-Rūnanga Liaison meeting, for information.

CARRIED

Councillor Mealings stated that she supported this funding whole heartedly noting that the Waimakariri Biodiversity Trust was involved in several worthwhile on the ground projects and provided encouragement and resources to communities and groups wanting to improve biodiversity throughout the district.

Councillor Ward concurred.

Councillor Williams requested if staff could encourage the Trust to present to the Committee to inform them of the work they were carrying out. S Allen replied that the Trust was keen to present to the Committee and had planned to request a deputation mid-year and that in future they would be reporting annually to the Committee.

5.3 Zone Implementation Programme Addendum Budget 2025-2034 update – S Allen (Water Environment Advisor)

S Allen presented the report which sought approval for reallocation within the existing budget included in the Long Term Plan 2024-34 for the Zone Implementation Programme Addendum (ZIPPA). A review of the ZIPPA budget allocations was intended to be carried out again within three years on an 'as need' basis.

Councillor Williams noted that he had recently met with members of the Kaiapoi River Preservation Society, Environment Canterbury and Waimakariri District Council councillors and staff regarding water quality in the Kaiapoi River and queried if the work being done within this budget was being co-ordinated with other groups organisations to achieve the best outcomes. S Allen noted that the ZIPPA budget would cover other waterways within the district and was not confined to the Kaiapoi River although some of the tributaries would benefit from the work being done.

Moved: Councillor Mealings

Seconded: Councillor Redmond

THAT the Utilities and Rooding Committee:

- (a) **Receives** Report No. 250210020464.
- (b) **Approves** the reallocation of the existing ZIPA budget 2025-34 to Recommendations as proposed in Table 1:

Table 1: Proposed reallocation of ZIPA budget.

ZIPA Recommendation	Current allocation	Proposed Allocation	Rationale
1.8 Review the presence and effects of barriers to indigenous and introduced fish	\$20,000 capex	\$15,000 capex	Fish passage budget has not been fully spent each year. More survey work is required to prioritise projects
1.14 Minimising waterway management and maintenance activity effects (Drainage Maintenance Management Plan initiatives)	\$20,000 capex \$15,000 opex	\$10,000 capex \$5,000 opex	This project budget has not been fully spent each year
1.21 On-the-ground projects for Taranaki	\$0	\$5,000 capex	For Taranaki Stream works (in addition to

Stream			inanga spawning area works in a separate budget). A culturally significant waterway
1.24 Lees Valley and Upper Ashley Rakahuri River catchment focus	\$0 opex	\$15,000 opex	For the WDC-owned Forestdale Wetland, within the Ashley Rakahuri catchment. This wetland requires opex to implement the restoration plan above current Greenspace budget.
1.26 Improved stream health, Ngāi Tūāhuriri values, and improved recreational amenity in the North Waimakariri River tributaries.	\$10,000 capex \$15,000 opex	\$30,000 capex \$5,000 opex	For northern Waimakariri tributaries - such as continued planting for South Brook at Townsend Fields, and for partial support of the North Brook Trail planting, fencing and other costs
1.27 On-the-ground projects in the Cam Ruataniwha and Silverstream/Kaiapoi catchments	\$40,000 capex	\$30,000 capex	To be retargeted to mahinga kai projects, such as watercress improvement projects

- (c) **Notes** that a review of ZIPA budget allocation to ZIPA Recommendations is intended to be carried out again within 3 years, on an as required basis.
- (d) **Approves** reallocation of \$30,000 capex budget from the North Brook Trail culverts project (ZIPA Recommendation 1.26) to boulder cluster placement within the North Brook, South Brook and Middle Brook for the enhancement of habitat for kanakana (pouched lamprey), a mahinga kai species (also under ZIPA Recommendation 1.26).
- (e) **Circulates** this report to the Waimakariri Water Zone Committee and Ngāi Tūāhuriri Rūnanga at a WDC-Rūnanga meeting for information.

CARRIED

Councillor Mealings noted that there had been a good spread of projects over the district with these allocations and queried where the Mahinga Kai project would be located. S Allen replied that the focus would be the Cam River area.

Councillor Redmond endorsed the comments made by Councillor Mealings, knowing that the allocations were deliverable within the timeframes set was a good step forward.

5.4 **Engineering Code of Practice Update – Stormwater Design Standards – C Roxburgh (Project Delivery Manager) and K Simpson (3 Waters Manager)**

K Simpson presented the report which sought the approval of the recommended changes to the Engineering Code of Practice regarding design standards for stormwater. These changes aligned the Council with many other council practices throughout the country. Briefly the changes would move the Council from a five to 10 year event cycle and from a 50 year to a 100 year event cycle.

G Cleary suggested a change to the recommendation with an additional one to authorise senior staff discretion when reviewing multistage developments during the transition phase. Councillor Redmond clarified that discretion would only be used as stated and not on any new consents and was told that was correct.

Councillor Williams was concerned with allowing discretion with no boundaries and G Cleary replied that decisions were not made lightly and without discretion the Council and staff could not operate effectively.

Councillor Redmond asked what other councils had already implemented the higher standards and K Simpson replied that quite a few had probably moved to the improved standards in 2010 when they were released. Councillor Redmond asked why the Waimakariri District Council had delayed and was told that K Simpson was not aware of the history however the building codes had also been updated to reflect the 10 and 100-year events and this was now considered best practice as it aligned with New Zealand standards.

Councillor Redmond then asked if applications had been lodged but were still in process, which standard would apply and was told that this was where the discretion of managers would be used. He noted that he believed that not many developers would be inconvenienced as most subdivisions had plenty of space to adapt to the changes required. Councillor Redmond queried if it would be possible for the Committee to implement guidelines to allow for old standards for applications in process. G Cleary replied that it would not do to be too prescriptive, and the suggested guidelines could open other areas of concern.

Moved: Councillor Mealings

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 241203214710.
- (b) **Approves** the updated version (TRIM: 250220027876) of the Stormwater and Land Drainage section of the Engineering Code of Practice to be adopted.
- (c) **Approves** that the changes come into effect from the time that this report is adopted and apply to any new development applications that are received by the Council from that point in time onwards.
- (d) **Notes** the key changes proposed are to require that:
 - i. the primary stormwater system be designed for the 10% annual exceedance probability event (10 year ARI), rather than 20% annual exceedance probability event (5 year ARI),
 - ii. the secondary stormwater system be designed for the 1% annual exceedance probability event (100 year ARI), rather than 2% annual exceedance probability event (50 year ARI), and;
 - iii. providing more clarity on expectations regarding the level of modelling undertaken to demonstrate that stormwater neutrality for the specified design events is achieved.
- (e) **Authorises** the General Manager Utilities and Roothing and General Manager Planning, Regulation and Environment to apply discretion in granting of existing and multistage consents through the transition of these changes.
- (f) **Notes** that some discretion may have to be applied to the proposed new requirements for multi-stage developments where the SMA sizing may have been dictated already at an earlier stage that is already built or consented, meaning that it might be difficult for future stages that discharge into that earlier stage to meet those new requirements, and that in these instances, such discretion shall only be granted with the approval of the General Manager Utilities and Roothing and General Manager Planning, Regulation and Environment.
- (g) **Notes** that the proposed changes are intended to bring the Council in line with how the majority of other councils (where design standards were found) in the country manage stormwater for new developments, and in line with the key New Zealand Standard (NZS4404) for Land Development and Subdivision Infrastructure.
- (h) **Notes** that key developers and key consultants within the District will be made aware of the changes once adopted, as is normal practice when changes to the Engineering Code of Practice are made.

CARRIED

Councillor Mealings stated that she was satisfied that the amendment made to the motion would safeguard the community from more new houses being built with insufficient drainage which often caused flooding in the future. Councillor Mealings noted the increased frequency of heavy weather events and supported the change in standards which would mitigate flooding in the district.

Councillor Williams noted that he was concerned that developers who had plans in the pipeline would be put to expense and time delays by the changes required especially during the transitioning between the two standards. He noted that he was supportive of better drainage measures being undertaken, however he did not want to see staff put under pressure with making decisions relying on discretion. He asked if it would not be better if these decisions could include council representation. G Cleary noted that the Council had already given managers delegated authority to make the necessary decisions.

Councillor Redmond supported the changes to the standards which, in his opinion, were long overdue. Councillor Redmond agreed that weather events were more frequent and recalibrating standards was necessary, however had concerns about issues to be faced during the transition period.

Councillor Mealings stated that she believed that the staff and developers were not being given enough credit to achieve the best outcomes for the district.

6 PORTFOLIO UPDATES

6.1 Roading – Councillor Philip Redmond

Focus areas for staff:

- Resealing is continuing with seven sites being completed during January and February.
- Pre-reseal repairs and heavy maintenance have been underway on Plaskett Road, Loburn Whiterock Road and Oxford Road. These sites will all have a full reseal follow over the next one to two months.
- Mowing has been ongoing at a high frequency around the district, as growth has continued to be high over the wetter than normal summer period.
- Pavement rehabilitation works are underway in Mill Road, Ohoka and are progressing very well (slightly ahead of time). This work is being carried out in three stages to reduce the impacts on the Community. Works are currently underway on Stage One which is the section between Bradleys Road and Whites Road. The next stage includes work between Whites Road and Wilsons Drive. For stage two works, the road will be open on a Friday to ensure good access to the Ohoka Market continues.

Capital:

- Riverside Road Seal Extension was progressing well. The construction and sealing were being completed in two stages, as this was a long length. The first length had been formed and sealed, and the second stage was planned for sealing in late February. This would complete the project.
- The Kerb and Renewal Contract had begun with the first site starting in Ashgrove Street. EDR Contracting were making good progress and were expected to complete this first site within two weeks. Work would then move on to Alfred Street, Stephens Street and the Edward Street (each site to follow on from the previous). This contract was expected to be complete early May.
- Kippenberger Avenue Urbanisation and the new East Belt Footpath Contract had been awarded to Pidgeon Contracting. Work was expected to begin on the 24th February.
- Minor Safety Improvements involving upgrading of signs at high-risk intersections had been underway. This was to improve safety at approximately 10 intersections which had a high crash record and risk.

Other works:

- Asphalt surfacing was planned for the section of Ohoka Road between the Island Road intersection and the bridge (west of Giles Road). This was the last section of the new arterial road (adjacent to the residential area) that still had a chipseal surface. As this road was due for resurfacing, the renewal would be done in asphalt. Staff were currently working with the contractor on traffic management details. A letter drop would be carried out with residents and communication put on the website. Work was planned for March.
- Raven Quay, Kaiapoi was currently closed between Williams Street and Black Street for upgrades to the storm water, water and sewer networks. Work had also moved to the connection on the eastern side of the Williams Street Bridge Footpath.
- The installation of a new water main was continuing along Rangiora Woodend Road with temporary traffic lights in place.
- Smarts Road was closed between Coldstream Road and Rangiora Woodend Road for tree removal works.
- The new Street Light Maintenance Contract had been awarded to Power Jointing Limited (PJL).

Events:

- The Primary Sports Triathlon was being held at the Spark Farm lake on Tuesday 25th February 2025. A road closure would be in place to accommodate the event.

6.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

General

- There was a meeting with Kaiapoi River Preservation Society last week attended by some WDC and Environment Canterbury (ECan) councillors and staff. The issues raised were wide ranging, however the focus was on protecting and improving the Kaiapoi River. Concerns were raised over herbicide use by both councils, sludge and avian botulism management at the Kaiapoi wastewater treatment plant. Staff were currently working on a response to the group and how to determine, in partnership with ECan, the most appropriate forum to engage with this group.

Water

- The UV systems at Pegasus, Domain Road, Peraki and Darnley water treat plants were now fully operational. The UV system at South Belt, Rangiora, had required additional modification to the control system and would now be operational by the end of March.
- The West Eyreton UV installation works had commenced onsite, and the contractor was currently working on the building and site works.
- The land for the Ohoka water treatment plant upgrade had been acquired and the tender for the UV installation works at this site will go out in the next two weeks.

Wastewater

- There had been an increase in the number of dead birds collected at the wastewater treatment plants over the last three months. This was a minor outbreak with numbers collected less than the previous year. The frequency of bird collection had been increased to help reduce the spread of avian botulism. This was one of the matters raised at the recent meeting with the Kaiapoi River Preservation Society.
- Construction of the septage disposal facility was progressing well and was expected to be commissioned in March.
- The Raven Quay works covering wastewater, water and stormwater pipe upgrades had commenced onsite. Staff were working to minimise the disruption to businesses and shops in the area.

Drainage / Stockwater

- Council and the Ohoka-Mandeville Drainage Advisory Group held a workshop last week, where drainage staff received feedback on both Stage 1 and Stage 2 of the Mandeville Resurgence Project. Staff would obtain sign-off from the Mayor prior to proceeding with consultation in the coming months.
- The second round of drainage advisory groups meetings for the year had commenced. Good feedback was received last week from the Oxford Rural Drainage Advisory Group and there was the Ohoka-Mandeville meeting this week where staff would get feedback on works in the lower Ohoka Stream catchment to spend the additional \$50k maintenance budget on.
- There was a meeting with residents last week in West Eyreton regarding stockwater race maintenance. It turned out this race was wrongly classified and should be maintained by Waimakariri Irrigation Ltd (WIL). Staff were following up with WIL on the maintenance frequency and standard for this particular race. It was intended that the maintenance responsibilities for people who don't use the race would be discussed at the next water race advisory group meeting.

6.3 Solid Waste– Councillor Robbie Brine

- The new Waste Minimisation Officer started in late January, Maria Lamb had a fixed term contract as Waste Minimisation Advisor for the Christchurch City Council before landing the job in Waimakariri
- The new battery stations had been installed at Southbrook in the shop, and Oxford transfer station, and staff are seeing if they could locate another one at the Kaiapoi service centre, for public use
- The audit team were going into new areas as well as revisiting the known hot-spots - 25 gold stars were issued in Rangiora last week, out of the 90 recycling bins inspected in one area.

Answers to Councillor questions at previous meeting

- *Councillor Williams noted 12 months ago it had been bought up at Council, that staff were going to investigate with the property owner on the south side of the transfer station to trim the poplars. He asked if that had been done.*
 - M Bell had overhanging branches removed on the Council's side of the fence, however it was complicated to get the trees topped given they were on private property which was an operating farm.
 - K Waghorne had emailed the Trustees to arrange a meeting with them and D Young and A Childs, would meet to discuss the trees and the proposed land purchase.
- *Councillor Cairns asked for an update since Council had started the auditing of recycling bins and if this had resulted in less contamination.*
 - There had been a drop in contamination since audits began, and overall contamination levels were fairly low.
 - Auditors were still finding bins with nappies, lots of soft plastics, food, and non-recyclable plastics (buckets, toilet seats, etc.) in them.
 - Auditing would be an on-going process.
- *Councillor Fulton asked if there was a mobility access policy?*
 - There is an Accessibility Plan, and Martin Pugh from the Community Team was currently managing the review of this document.
 - The solid waste team were asked to comment on new developments and their focus was on how easy it was for residents to put out their bins, collection efficiencies, and limiting the impact of new bins on other residents and footpath users.

6.4 Transport – Mayor Dan Gordon

Due to the absence of Mayor Gordon there was no update on transport.

7 MATTERS REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD

7.1 Approval to Install No Stopping Restrictions – South Belt – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transportation Manager)

K Straw presented the report which sought approval for the installation of a pedestrian refuge island on South Belt and the King Street intersection. The approvals sought the installation of approximately 28 metres of no stopping lines associated with the installation of the pedestrian refuge island and the installation of a right turn bay for turning traffic into King Street.

Moved: Councillor Ward

Seconded: Councillor Mealings

THAT the Utilities and Roading Committee:

- (a) **Approves** the installation of no-stopping restrictions at the following locations, as a result of the planned minor improvement project:
 - i. Outside No. 99 South Belt (approximately 12m long)
 - ii. Outside No. 1 King Street (approximately 16m long)
- (b) **Approves** the installation of a right turn lane into King Street from South Belt as part of the project to install a pedestrian refuge island.
- (c) **Notes** that the installation of no stopping lines at this site equates to the loss of five on-street car parking spaces.
- (d) **Notes** that this pedestrian refuge, associated right turn bay, and no stopping was previously included in the now cancelled Rangiora Town Cycleway project, and that the design for this was previously endorsed by the Board, and approved by Council in November 2023.
- (e) **Notes** that there was general support for the refuge in South Belt as part of the now cancelled Rangiora Town Cycleway project, and the width of the refuge will accommodate cycles to future proof this pedestrian refuge crossing.

CARRIED

Councillor Ward noted that this matter had been well discussed during the Rangiora-Ashley Community Board meeting and she was comfortable with the motion.

Councillor Williams noted that he would support the motion however had a fundamental objection to car parking being removed especially in this area which was busy during sports events. He noted that residents had to use vehicles due to the lack of suitable public transport and the distances that needed to be travelled and therefore every car park was needed. However, he acknowledged that in this instance there was no other option.

Councillor Mealings stated that she was not too worried about the loss of carparking in this instance given the increased parking options provided by the park and ride area.

7.2 **Kippenberger Avenue – Approval of Bus Stop Locations – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transportation Manager)**

K Straw presented the report which sought approval for parking restrictions and changes associated with the Kippenberger Avenue Urbanisation Project specifically for the installation of a new bus stop outside Lamb and Heyward Funeral Home, the installation of a new bus stop outside No. 91/93 Kippenberger Avenue, the installation of a new pedestrian island outside No. 107 Kippenberger Avenue and the installation of no-stopping lines outside 107 Kippenberger Avenue.

K Straw brought the Committee's attention to the three new recommendations made by the Rangiora-Ashley Community Board, namely (i) to (k) which noted that this work should not continue until after Environment Canterbury had reviewed the 97 bus route.

Moved: Councillor Ward

Seconded: Councillor Redmond

THAT the Utilities and Roading Committee:

- (a) **Approves** the installation of a new Bus Stop on Kippenberger Avenue (eastbound) outside Lamb and Heyward Funeral Home.
- (b) **Approves** the installation of a new Bus Stop on Kippenberger Avenue (westbound) outside No. 91 / 93 Kippenberger Avenue.
- (c) **Approves** the installation of a new pedestrian refuge outside No. 107 Kippenberger Avenue for the purposes of accommodating a pedestrian crossing facility and the 18.0m of required no-stopping lines.
- (d) **Notes** that the impacted businesses and residents have been consulted on these locations and that they have no objection to the proposed works.
- (e) **Notes** that there is no change to the bus route as a result of this project.
- (f) **Notes** that Council staff have discussed the proposed locations with Environment Canterbury, who have no immediate objections.
- (g) **Notes** that two additional parking bays have been incorporated into the design on the northern side of Kippenberger Avenue, providing on-road parking bays for up to six additional vehicles.
- (h) **Notes** that an additional three street trees are to be installed after minor path design changes are made which are not reflected on the provided plans following discussions with Greenspace.
- (i) **Notes** that the eastbound bus stop (recommendation a) will be considered as part of the project works and utilised as car parking until a final decision is made on the future of Route 97.
- (j) **Notes** that the westbound bus stop (recommendation b) will not be constructed as part of the project works and will only be constructed once the future of Route 97 is known.
- (k) **Notes** that the implementation of the bus stops is subject to Environment Canterbury's continuation of Route 97 (or subsequent public transport services along Kippenberger Avenue) following the upcoming review.

CARRIED

Councillor Williams raised concern regarding removing carparking noting that the grass berm in front of Lamb and Heyward was used for parking during funerals.

Councillor Ward supported the motion stating that this matter, including car parking, had been discussed at the Board meeting.

Councillor Redmond supported the motion however believed that the new (i) to (k) recommendations basically repeated the (a) to (c) recommendations.

Councillor Ward stated that she was pleased with the additional items which gave clarity.

7.3 **Kippenberger Underpass –J McBride (Roothing and Transportation Manager) and J McSloy (Development Manager)**

J McSloy presented the report sought approval to decommission the underpass located at Kippenberger Avenue. She took the report as read.

Moved: Councillor Williams

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Approves** the decommissioning of the underpass located at Kippenberger Avenue, approximately 24m east of Devlin Avenue.
- (b) **Approves** staff proceeding to seek pricing from three contractors to decommission the underpass.
- (c) **Notes** the estimated cost of decommissioning is \$100,000.
- (d) **Notes** the works would be funded out of the Subdivision Contributions budget. That budget is forecast to be overspent in this financial year (Trim 240717116901); however, the long-term average is within budget, and often, projects anticipated by the budget do not occur due to developer delays. If it is not possible to undertake the project this financial year, it will be completed in summer 2025/26.
- (e) **Notes** the works at the southern side of the underpass for the benefit of the developer will be paid for by them.
- (f) **Notes** staff presented on this topic to the Utilities and Roothing Committee on 15 October 2024.
- (g) **Notes** staff will engage with the lease holder to formalise a deed of surrender.

CARRIED

Councillor Williams supported the motion noting that the underpass needed to be decommissioned.

Councillor Ward concurred and Councillor Redmond noted that it was a pity that a solution could not be found to keep the underpass in operation.

8 MATTERS REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

8.1 **Charles Street – Approval of the Scheme Design and Proposed Relocation of a Mobility Park – K Straw (Civil Projects Team Leader), J McBride (Roothing and Transportation Manager) and D Roxborough (Strategic and Special Projects Manager)**

K Straw presented the report which sought the approval of the scheme design for Charles Street, Kaiapoi which included the installation of line marking / road layout changes for Charles Street, relocating a mobility car park, formalising the existing P120 parking restrictions, implementing a short stretch of no stopping restrictions and implementing a further P120 restriction on the existing mobility park.

Councillor Redmond asked who paid for the relocation of a business access way and was told that normally the business would however as the Council had planned works in the area the Council would pay for the majority of the work, however NZ Post would be responsible for any extra expenditure incurred in moving the accessway. Councillor Redmond also queried if P120 restrictions were appropriate in this location which generally had a quick turnaround. J McBride stated that the restrictions already existed and besides this would bring Kaiapoi restrictions in line with those in Rangiora.

Councillor Williams asked who paid for the loss of a carpark due to the relocation of the accessway. G Cleary replied that there were rules and process to follow and there was no charge for a loss of parking spaces.

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Approves** the proposed Charles Street Scheme Design as per Trim: 250114004447.
- (b) **Approves** the implementation of 6m of no-stopping, between the relocated NZ post entrance, and the existing angle parking, noting that there is insufficient space to accommodate an on-road parking space in this location.
- (c) **Notes** that the revised design retains the existing angle parking, and that the footpath width has increased, and the width of the central painted median is reduced to accommodate the wider footpath area.

CARRIED

Councillor Redmond noted that he had not been present at the Kaiapoi-Tuahiwi Community Board meeting during the discussion of this item and was surprised at the P120 restriction in an area that had a high turnover of vehicles. However, the design was appropriate.

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: Councilor Mealings

Seconded: Councillor Redmond

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

- 9.1 Confirmation of Public Excluded Minutes from 10 December 2024.
- 9.2 Contract 24/61 – Kerb and Channel Renewals 2024/2025 Tender Evaluation and Contract Award Report.

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:

See Public Excluded Agenda (separate document)

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
9.1	Confirmation of Public Excluded Minutes from 10 December 2024	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities LGOIMA 7(2)(h).
9.2	Contract 24/61 – Kerb and Chennel Renewals 2024/2025 Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. LGOIMA Section 7 (2)(a), (g) and (i).

CARRIED

CLOSED MEETING

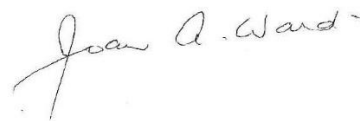
The public excluded portion of the meeting commenced at 10.49am and concluded at 10.52am.

OPEN MEETING

NEXT MEETING

The next meeting of the Utilities and Roading Committee will be held on Tuesday 18 March 2025 at 9am.

CONFIRMED



Chairperson

18 March 2025

Date

A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 25 FEBRUARY 2025 AT 1PM.

PRESENT:

Councillors B Cairns (Chairperson), Mayor D Gordon, Councillors R Brine (Virtual), A Blackie, N Mealings and P Redmond.

IN ATTENDANCE:

Councillors T Fulton and P Williams.

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), L Sole (District Libraries Manager), T Sturley (Community Team Manager), G MacLeod (Greenspace Manager), M Maxwell (Strategy and Business Manager), M Greenwood (Aquatics Manager), S Docherty (Policy and Corporate Planning Team Leader), W Howe (Team Leader Vibrant Communities), S Allen (Water Environment Advisor), K Steel (Ecologist - Biodiversity), L Mealings (Graduate Policy Analyst), L Tilley (Youth Development Facilitator), M Pugh (Community Development Facilitator), A Claassens (Community Development Facilitator), C Boswell (Community Development Facilitator), and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Cairns

Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives and sustains** an apology for early departure from Councillor Brine who left at 2:08pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Community and Recreation Committee held on 26 November 2024

Moved: Councillor Mealings

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 26 November 2024 as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

4 DEPUTATIONS

4.1 Natural Burials – Lesley Hurley

L Hurley noted her passion for protecting the environment for future generations. She believed it would be advantageous if people's deaths could nourish the restoration of the land to a natural state. She had been researching natural burials, which have been taking place in New Zealand since 2008. In the United Kingdom, natural burials have been allowed for 30 years in natural cemeteries. It was estimated that over half the burials in the United Kingdom were natural burials.

L Hurley was concerned that the toxic chemicals used during embalming leached into the environment. Also, it would be preferable if untreated timber coffins or flax weaving, which would not contaminate the environment, were used during burials. The Natural Burial Organisation would assist councils with information and research. It was a growing movement, and it would be great to have a natural burial choice in the Waimakariri District.

Councillor Blackie enquired why there had only been 400 natural burials in New Zealand to date. L Hurley explained that natural burials were reasonably expensive, which could put people off. Also, people potentially were not aware that a natural burial option was available.

Councillor Redmond noted that the Council's Cemetery Policy made provision for alternative burials. C Brown explained that natural burials were included in the strategy as one of the options the Council may have to consider in the future.

The Committee requested a report on Natural Burials.

5 REPORTS

5.1 Applications in the Biodiversity Contestable Fund 2024 – K Steel (Ecologist – Biodiversity)

K Steel took the report as read.

Councillor Williams asked whether the Council's Drainage staff would be consulted before the planting had happened along the Cust Stream. K Steel confirmed that the Council's Water Environment Advisor, S Allen, had been involved with liaising between the applicant and Drainage staff.

Responding to Councillor Blackie's question, K Steel noted that it was proposed to fence for a new Conservation Covenant at Mount Lawry using a two hot-wire deer fence.

Councillor Cairns questioned the \$3,130 traffic management cost required to control Sycamore in the road reserve along Lees Valley Road. K Steel advised that the costs were based on Environment Canterbury's (ECan) estimate of the traffic management measures that would be required.

Moved: Councillor Blackie

Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250114004561.
- (b) **Approves** the allocation of \$60,000 from the Biodiversity Contestable Fund to the QEII National Trust and Beau Hill towards fencing for a new Conservation Covenant at Mount Lawry.

- (c) **Approves** the allocation of \$4,440 from the Biodiversity Contestable Fund to R Loughnan for erosion control and riparian planting along Cust Stream.
- (d) **Notes** that staff intend to fund Sycamore control in the road reserve along Lees Valley Road and to contribute to the Waipara Gentian Census through other budgets, and thus, all projects submitted will receive funding.
- (e) **Notes** that a total of \$58,000 will remain available in the Biodiversity Contestable Fund for allocation in a March/April 2025 funding round.
- (f) **Notes** that successful applications will be subject to an accountability agreement between the applicant and Council.

CARRIED

Councillor Redmond commented that it was a detailed report, noting that the applications were worthy of funding. Funding from other sources, such as ECan and the Department of Conservation, meant that there would be Biodiversity Contestable funding available for other projects. He, therefore, supported the motion.

Councillor Cairns also supported the motion and thanked staff for the report.

5.2 Youth Action Plan – L Mealings (Graduate Policy Analyst) and L Tilley (Youth Development Facilitator)

L Tilley advised the 2018 Youth Strategy was a guiding document for the Waimakariri District Council's Youth Action Plan. The current Youth Strategy was based on the following four key goals:

- To ensure young people had the support and opportunity to grow and develop to maximise their potential.
- To ensure young people were connected to their community and invested with a sense of belonging.
- To ensure that the youth had a voice that was valued and they were provided with worthwhile activities and opportunities.
- To ensure youth places, spaces and services were created and maintained for young people to enjoy.

The Youth Strategy 2018 was modelled on 2013 Census data, which indicated that the Waimakariri District's youth population (12-to-24-year-olds) was 7,923. However, between 2013 and 2018, the District's youth population increased by 14.95%, with an additional 4.9% increase between 2018 and 2023. As of 2023 Census data, 9,555 young people were in the District (14.42% of the population), demonstrating a clear need for the Youth Strategy to be updated.

L Mealings noted that when reviewing the Community Development Strategy, it was recognised that the Youth Strategy could be better served as an Action Plan under the Community Development Strategy. Having a Youth Action Plan Advisory Group would be a crucial part of this project.

Councillor Redmond commented in the Terms of Reference indicated that the Youth Action Plan Advisory Group would be comprised of 18 members, which was quite a large number. L Mealings explained that the groups listed in the Terms of Reference were ideally the groups to which staff wanted to invite. However, staff would respect the choices made by those stakeholders not to participate in the Advisory Group.

Councillor Redmond also questioned why elected members were not included in the proposed Youth Action Plan Advisory Group. L Mealings noted that an elected member served on the Project Control Group, which would oversee the Advisory Group.

Councillor Williams asked how the proposed Youth Strategy review would be shared with young people around the Waimakariri District. L Tilley advised that social media would be used. However, they were also planning many school visits, attending community events and hanging out information briefs at bus stops and the like.

Moved: Councillor Mealings

Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250117006774.
- (b) **Approves** staff to proceed with the establishment of a Youth Action Plan Advisory Group.
- (c) **Approves** the Youth Action Plan Advisory Group Terms of Reference (TRIM No. 241031189238).
- (d) **Notes** that work is currently underway to review the Youth Strategy 2018 and develop a Youth Action Plan for the Waimakariri District.
- (e) **Circulates** this report to Community Boards for information.

CARRIED

Councillor Mealings thought this was the right time to review the Youth Strategy as it was last done in 2018, and the youth population had increased substantially. It was important that the Council acknowledged that the youth had different needs and issues and ensured that its Youth Strategy was fit for purpose.

5.3 Approval of Draft Community Development Strategy 2025-2035 – for Consultation – T Sturley (Community Team Manager) and S Docherty (Policy and Corporate Planning Team Leader)

T Sturley spoke to the report, noting that approval was being sought to release the draft Community Development Strategy for consultation. The strategy outlined a comprehensive plan for enhancing community wellbeing in the Waimakariri District. It emphasised the importance of community development as the building blocks of strong, healthy, safe and resilient communities, highlighting the need for collaboration between various stakeholders. Social Services Waimakariri had been the backbone of local service provision in the Waimakariri District for over 15 years. It came into existence because of community discussions about gaps in local service provision and the challenges faced by that sector. It was developed and supported under the wing of the Council's Community Team and now operates more independently. She acknowledged the work of her team in the development of the draft Community Development Strategy.

S Docherty explained that the Community Development Strategy was a key Council strategic document, alongside other Council strategies such as the Natural Environment Strategy, Integrated Transport Strategy and Economic Development Strategy. The refreshed Community Development was based on four strategic directions: safe and healthy, welcome and included, informed and empowered, and engaged and connected. The draft strategy was an all-council approach that recognised the contribution of the Council to community development. Staff would be establishing a Project Control Group for the implementation of the strategy.

Councillor Williams asked what budget was available for implementing the Community Development Strategy. T Sturley advised that the budget was approved as part of the Council's 2024/34 Long Term Plan. The projects identified and developed as part of the Community Development Strategy would be delivered by external funding. Ratepayer commitment was only for the key staffing roles.

Moved: Councillor Redmond

Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250203016896.
- (b) **Approves** the draft Waimakariri Community Development Strategy, Whakawhānake Hapori o Waimakariri 2025 – 2035, to be released for public consultation.
- (c) **Notes** the broad evidence base that has informed the development of this strategy.
- (d) **Notes** the extensive engagement across the social, health, education, community and business sectors to ensure the identification of key priorities to be addressed in this strategy and its subsequent implementation.
- (e) **Notes** the many successful community development initiatives developed over the past 20 years that have led to the Waimakariri District being recognised for its effectiveness in developing collaborative responses to community-identified issues and opportunities.

CARRIED

Councillor Redmond commented that the Community Team did essential work throughout the Waimakariri District. The provision of community services was an important part of the Council's current role under its four wellbeings. He was interested to know how the Central Government viewed community development in light of its core direction, as they seemed to only be looking at bricks and mortar, people were just as important.

Councillor Cairns observed that the Community Team looked after neighbourhoods, migrants, welcoming communities, accessibility, and a Community Development Strategy centred directly on the outcomes affecting people. He, therefore, supported the motion.

Councillor Mealings congratulated staff on drafting a comprehensive strategy. All the proposed services, such as Food Secure North Canterbury, the Next Steps website, the Youth Council, the Alcohol and Drug Harm Prevention Steering Group, and Social Services Waimakariri, were centred around people's well-being. She was interested in how the community would react to the proposed Community Development Strategy.

In his right of reply, Councillor Redmond stated that Community Development was a core activity of the Council and one of the reasons why the Waimakariri District Council was a leader in this space. He acknowledged the work of the Community Team.

5.4 **Waimakariri District Accessibility Strategy Review – T Sturley (Community Team Manager)**

T Sturley spoke to the report, noting it sought approval to release the draft Inclusive Waimakariri Plan for community consultation. She highlighted the value of this plan in framing the Council's commitment towards a district where everyone had equitable access to spaces, services and support. This plan was a review of the Waimakariri District Accessibility Strategy from 2017 to 2021. Despite stalling over the Covid period, extensive engagement had informed the development of the draft Inclusive Waimakariri Plan. T Sturley acknowledged the work done by the Council's Community Development Facilitator, M Pugh.

Councillor Fulton questioned whether the Council has considered retrofitting existing access to Council buildings. M Pugh noted that the Council's Building Unit had advised that new builds would be expected to meet minimum Building Code standards pertaining to accessibility. In terms of retrofitting existing buildings, when Council Departments renovated/upgraded their buildings, they tried to make them more accessible.

Moved: Councillor Cairns

Seconded: Councillor Williams

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250204019911.
- (b) **Approves** the Plan (Trim 221128105745) as a document around which Council and its partners can plan, deliver and review activities that will create a more inclusive and accessible Waimakariri District.
- (c) **Notes** the evidence-based process undertaken to review the “Towards an Inclusive Environment” - the Waimakariri District Accessibility Strategy 2017 - 2021.
- (d) **Notes** that sound national and local evidence has informed the priorities detailed in the revised document: *Waimakariri — “Tāngata whaikaha pursue a good life with support - Inclusive Waimakariri. A plan to become a more accessible District 2025-2028”*
- (e) **Notes** that the Inclusive Waimakariri Plan’s updated title highlights a strengths-based approach, with the intent that, through the breaking down of barriers, people can be empowered to participate fully in our communities, with an equal voice in local decision-making and with equitable access to local services, supports, recreation and employment.
- (f) **Notes** that staff have undertaken broad internal engagement with Unit Managers to confirm that the actions detailed in the Plan are relevant and appropriate. The attached draft document has been prepared in line with feedback received as a part of that engagement.

CARRIED

Councillor Cairns acknowledged the work being done by the Chairpersons of the Waimakariri Access Group, S Powell and M Pugh. He commended the Access Group’s work in facilitating the installation of the viewing platforms at Waikuku and Pegasus Beaches

Councillor Redmond supported the motion and also thanked staff for their work. He believed ensuring an inclusive community was a core Council activity.

5.5 **Herbicide Update and Usage by Council and Contractors in 2023/24 – S Allen (Water Environment Advisor)**

S Allen spoke to the report, which summarised herbicide usage by the Council and its contractors in public areas and areas beside waterways during the 2023/24 financial year. This included areas in the Council’s Work Programmes for maintaining rural drainage, stockwater races, public green spaces such as parks, stormwater management areas, and the road reserve. She advised that the Council’s herbicide usage and recommendations for improvements would be reported annually to the Utilities and Roading and the Community and Recreation Committees. This annual report would also review important updates in relevant herbicide research, reassessments, and approvals of herbicides and their additives under the Environmental Protection Authority (EPA). S Allen noted that the Utilities and Roading Committee added a recommendation to request that alternative options for weed control, including spraying over water, be investigated.

Councillor Williams enquired whether the Council investigated the effect herbicides had on aquatic life when they were sprayed over water. S Allen noted that there were no regulatory requirements for checking aquatic life downstream from an area that had been sprayed. However, the Council’s Herbicide Spray Management Plan contained some provisions for consent.

Councillor Williams further enquired if staff believed the Council should have a policy for monitoring the effect herbicides had on aquatic downstream from sprayed areas. S Allen commented that a provision could be added to the Council's Herbicide Spray Management Plan.

Councillor Redmond asked why the Council would spray in or over water. S Allen explained that the Council over water in areas such as along Tram Road there were concerns about traffic management and safety with having a digger on the road verge for a extended time. It was narrow areas that a digger could not go along with limited access or safety issues.

Moved: Councillor Blackie

Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 241111199427.
- (b) **Notes** that herbicide use is minimised where possible for Council operations and only used where deemed necessary by Council staff and contractors. Other (i.e. mechanical) weed control options are used where they are deemed more appropriate.
- (c) **Notes** the herbicides and their use are as approved by the Environmental Protection Authority (EPA).
- (d) **Notes** the flowing recommendations:
 - i. Recommendation 1: Prepare annual herbicide usage reports following a standard format and scope as outlined in this report.
 - ii. Recommendation 2: Instruct staff to update the Herbicide Spray Management Plan for consent CRC120402 for best practice and schedule of locations where the consent applies.
 - iii. Recommendation 3: Monitor the Environmental Protection Authority (EPA) for relevant reassessments, reviews or approval changes of herbicides and additives used. Specifically analyse the proposed EPA review of polyoxyethylene amine (POEA) surfactants used with herbicides when published for recommended actions.
 - iv. Recommendation 4: Note updates to relevant peer-reviewed research on the health and environmental effects of herbicides and common additives that the Council uses.
 - v. Recommendation 5: Detail the option on the Council website to join the 'No Spray' register for properties that do not wish for herbicide spraying on their berms, in order to make this option more accessible to all.
 - vi. Recommendation 6: Create a Council website page of Frequently Asked Questions (FAQs) regarding herbicide usage.
 - vii. Recommendation 7: Extend the scope of the Council's Roding 'No Spray' Register to possibly include other areas that border private property, such as Council reserves and stormwater management areas, if appropriate alternative management is agreed by the private property owner. Potentially incorporate the 'No Spray' register information maintained by the contractor for the stockwater races.
 - viii. Recommendation 8: Require that the minimum level of qualification for any person (Council staff and contractors) undertaking herbicide application is a Growsafe Basic Certificate.
 - ix. Recommendation 9: Investigate alternative options for weed control, including spraying over water.

- (e) **Notes** that spraying over water by Council and its contractors is very limited, with a preference for mechanical maintenance for rural drains and stockwater races. If spraying is carried out, it is following consent CRC120402 and glyphosate 360 is applied for this. No diquat has been used by the Council in 2023-24, although permitted by CRC120402.
- (f) **Notes** that the budgets in the Long Term Plan 2024-34 have been based on continuing to use herbicides, including glyphosate, for weed control, where deemed necessary by Council staff and contractors.
- (g) **Notes** that the EPA decided not to review the herbicide glyphosate in 2024, as there was insufficient evidence that an update was required from the previous review conducted in 2016.
- (h) **Notes** the planned review of polyoxyethylene amine (POEA) surfactants commonly used with herbicides by the EPA, due to claims that these surfactants should be restricted.
- (i) **Circulates** this report to the Community Boards, Drainage Advisory Groups and the Waimakariri Water Zone Committee for information.

CARRIED

Councillor Blackie commented nobody liked using herbicides for weed control, however, there do not seem to be a financially viable alternative as effective as herbicides.

Councillor Redmond acknowledge that there was some aversion to spraying over water because of the potential damage to aquatic life. Hence, he supported the investigation of alternative options for weed control, rather than spraying over water

Councillor Cairns looked forward to seeing the future reports on the Council's usage of herbicides, so that he could understand how much herbicides the Council was using. He concurred that spraying was a necessary evil but suggested that a minimal amount of herbicide should be used in the most cost efficient way.

Councillor Mealings reiterated that the Council did its utmost to avoid spraying herbicides where possible; however, it had a consent to use certain chemicals, and it rarely sprayed over waterways. She thought that was a commendable approach which was valued by residents.

5.6 **Libraries Update from 5 September to 14 November 2024 to 13 February 2025 – L Sole (District Libraries Manager)**

L Sole spoke provided a brief update on the Rangiora Library's shelving replacement project, noting that the Library would be closed from 16 March to 30 March 2025 for the replacement of the shelving. Staff were looking forward to the space becoming more accessible. The new shelves would be easier for Library volunteers and staff to navigate. As part of the project staff would also be replacing some furniture that was passed its used by date and would be refreshing the children's area. L Sole noted that staff would be utilising the mobile community hub van to deliver a reduced service while the library was closed. Staff would be requesting people hold on to their library books for that time or returned them to a different library.

L Sole further noted the tinker zone had now launched, which offered a variety of experiences including sewing machines and 3D printing. There was a real economic benefit to offering these technologies, it was about capacity building within the community. There was a health and safety induction that people needed to do then they could use the equipment.

Responding to a Councillor Cairns' question, L Sole confirmed that the Volunteer Programme extended to all Waimakariri Libraries.

Councillor Redmond enquired about the use of the Council's mobile community hub. L Sole explained staff would use some of the Library furniture to make that more comfortable to deliver some key library services. They could also issue electronic books using an internet connection.

Councillor Redmond noted that mobile community hub was only going to be operational for up to three hours a day, given that there were staff available he enquired if the hub could be used during normal library hours. L Sole explained that staff would still have their back of house duties that they would need to complete and would be rotating between the other libraries. Some staff would be assisting with the shelving replacement as well.

Councillor Mealings noted that the tinker zone had a soft launch, and the proper launch was planned after the shelving project had been complete. She questioned whether there was a programme to introduce the public to the equipment available in the tinker zone. L Sole noted that people could book and induction via the Council's website or they could attend a tinker zone drop-in session.

Councillor Blackie asked about the disposal of the shelves. L Sole explained that the vendor would be responsible for the disposal of the shelves. It was hoped that they would be removed without damage and could be recycled.

Moved: Councillor Cairns

Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 241118203393.
- (b) **Notes** the community benefits of the below initiatives, with reference to Rangiora Libraries' shelving replacement, participation in the Summer Reading Challenge and Rangatahi Retro Summer programmes, the Tinker Zone launch, Waitangi Day and Lunar New Year celebrations.
- (c) **Notes** library staff will endeavour to offer a reduced service on site whilst the library was closed for shelving replacement.
- (d) **Circulates** the report to the Community Boards for information.

CARRIED

Councillor Cairns commented that libraries were a core Council service and very valuable to the community. He noted the sewing machines could be used without a foot pedal. It went to show the libraries took accessibility into account.

Councillor Mealings commented that it was a joy to see the evolution of the Council's libraries services over time. Libraries were so much more than books and she could not wait to see uptake of the tinker zone.

5.7 **Aquatics February Update – M Greenwood (Aquatics Manager)**

M Greenwood took the report as read. He noted that attendance had been down over the summer period which may be due to the unseasonal cold weather over the January 2025 period. He noted Artificial Intelligence (AI) Lifeguard Systems being used at the Rolleston Pool, Selwyn which staff were monitoring as part of the Council's wider strategy.

Councillor Cairns sought clarity on the total income of \$68,000 better than budget. M Greenwood explained that staff gave individual lessons, which benefited a particular type of student, as part of the Council's Learn to Swim Programme. These one-on-one lessons cost more. However, it was more efficient for staff to run the business with six children in a class which was with the group lessons.

Councillor Cairns enquired about the self service kiosks and staff's view on using an AI Lifeguard Systems. M Greenwood noted that the AI system in Selwyn did not replace the need for staff as it was only a warning device and essentially a backup system. However, the self-serve kiosks could potentially over time eliminate the need for a person on customer services.

Councillor Redmond noted in the report it referred to 15 new lifeguards and queried if the market for employing staff improved. M Greenwood noted since the last Employment Expo there had been 60 applicants for nine positions at the Council's Aquatic Facilities.

Councillor Redmond observed that overall numbers were down slightly. He asked if that was mainly contributed by the Oxford Pool being more weather dependant. M Greenwood explained that the covered pools were stable. However, the weather had been very variable over the summer period.

Councillor Mealings asked how the uptake of the Oxford seasonal passes had been. M Greenwood commented that it had been teed at the wrong point, so he needed to do some more work on that next season.

Councillor Fulton queried if there were specifics in the numbers that suggested that the Oxford Pool had different demands. He asked if there was any opportunity to work with community groups or the gym to drive more usage. M Greenwood noted that one of the options that staff were exploring was for one of the instructors at the gym to give aquarobics classes.

Moved: Councillor Redmond Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250212022798.
- (b) **Notes** that Programmes and Prepaid visits were steady through January however Recreation attendance was down around 1% due to changeable weather affecting attendance at the summer pool.
- (c) **Notes** that we continue to monitor and assess industry trends and new developments to inform options within our own facilities and future Long Term Plans.
- (d) **Notes** a positive year to date financial result with total income \$68,000 better than budget.
- (e) **Circulates** this report to the Community Boards for information.

CARRIED

Councillor Redmond commented that it was a good report. He thought that having an uncovered pool in Oxford was a gem in the district.

6 **CORRESPONDENCE**

Nil.

7 **PORTFOLIO UPDATES**

7.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.**

- The access platforms at the Waikuku and Pegasus beaches had been completed and were very well received.
- Ashley Gorge Reserve Advisory Group Waitangi Day Gala had doubled in size from 2024.
- Te Kōhaka o Tūhaitara Trust– the General Manager had resigned, and two Senior Rangers had taken over joint management until the General Manager could be replaced and were doing a wonderful job.
- Food Forest Pines Beach – The Te Kōhaka o Tūhaitara Trust allocated some land for a food forest which was underway.
- Huria Reserve was processing well – they had a planting day on 5 April 2025. Councillor Cairns asked if there would be funding for the education building and carving centre at the Huria Reserve. Councillor Blackie noted that the plans for the carving centre were never finalised. The funding just covered the entrance way and planting.
- There was a wetland area behind Waikuku that had been leased for many years. Environment Canterbury had decided that was a wetland. The Biodiversity Trust was interested in looking at it.

7.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.**

Councillor Brine was not present to provide an update.

7.3 **Community Development and Wellbeing – Councillor Brent Cairns.**

- Kaiapoi Museum, new constitution had been completed and signed off.
- Kaiapoi Garden Club conducted a garden competition. Makes Kaiapoi more beautiful
- Volunteer expos happening in libraries in March 2025.
- The Pines Beach food forest was coming together, with community members offering donations, Cardboard to kill the grass, mulch from Environment Canterbury, Corrections department had been doing clean ups.
- Back to Basics was being hosted by Timebank Waimakariri on 22 March 2025.
- NZRT12 held a membership drive, around three to four interested people attended.
- Emergency Hub gatherings were being held at various schools around the district.
- Youth Council application gathering to be held in March 2025.
- Welcoming communities committee was meeting regularly, considering Inclusive Leadership, Welcoming Communications, Next Steps website.
- He asked Community Wellbeing Kaiapoi for feedback as to how things were progressing.
- The foodbank was seeing increasing numbers of individuals and families in need, with complex, multi-layered challenges stemming from the cost of living crisis. Health, emotional distress, and the demand for multiple parcels are key concerns, and there is a growing need for support beyond just food assistance. Addressing the root causes of these issues—such as access to healthcare, financial support, and emotional well-being—should be a priority for continued community and governmental efforts.

7.4 **Waimakariri Arts and Culture – Councillor Al Blackie.**

- Waimakariri Public Arts Trust – meeting to work on their Statement of Intent and Memorandum of Understanding. They were working on their arts facilitator.
- Williams Street Bridge – Waimakariri Public Arts Trust had been handed the project.

8 MATTER FOR INFORMATION

8.1 **Pegasus Community Centre – Approval to Consult – I Clarke (Project Manager)**

Moved: Councillor Blackie

Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) **Receives** the information in Item 8.1.

CARRIED

9 QUESTIONS

Nil.

10 URGENT GENERAL BUSINESS

Nil.

NEXT MEETING

The next meeting of the Community and Recreation Committee would be held on Tuesday 18 March 2025 at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 2.57PM.

CONFIRMED

Chairperson

Date

MINUTES OF A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY, 25 FEBRUARY 2025, AT 3.30PM.

PRESENT

Councillors T Fulton (Chairperson) N Atkinson, A Blackie, B Cairns and J Goldsworthy.

IN ATTENDANCE

Councillor P Redmond.

K LaValley (General Manager Planning, Regulation and Environment), M Maxwell (Strategy and Business Manager), G Maxwell (Project Support Coordinator), S Binder (Senior Transportation Engineer), K Straw (Civil Projects Team Leader) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Fulton

Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

- (a) **Receives and sustains** an apology for early departure from Mayor Gordon.

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, 17 September 2024

Moved: Councillor Cairns

Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 17 September 2024, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

There were no matters arising from the minutes.

3.3 Notes of a Workshop of the District Planning and Regulation Committee held on Tuesday, 17 September 2024

Moved: Councillor Cairns

Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 17 September 2024.

CARRIED

4 **DEPUTATIONS**

Nil.

5 **REPORTS**

5.1 **Application to the Heritage Fund – Recommendations of Staff – G Maxwell (Project Support Coordinator) and I Carstens (Team Leader Resource Consents)**

G Maxwell took the report as read.

Councillor Fulton questioned if there were any specifications for the material to be used for the re-roofing of the former Reynox Private Hotel to ensure its heritage value was maintained. Deputy Mayor Atkinson noted that, when he had dealt with historic buildings in the past, certain colours of steel were acceptable to Heritage New Zealand.

Moved: Councillor Cairns

Seconded: Deputy Mayor Atkinson

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 250122009907.
- (b) **Approves** from the Heritage Fund \$6,324 for the application received from D Hughes for Lot 1 DP573802.
- (c) **Notes** the accumulated amount available in the Heritage Fund is currently \$52,661.

CARRIED

Councillor Cairns noted that the funds would be used to maintain the building's heritage value. He believed that the small amount of funding provided would be well spent to preserve this historic building.

Deputy Mayor Atkinson supported the motion, noting that the roof profile had hopefully been considered while planning this project.

Councillor Fulton noted that he was a committed supporter of the preservation of heritage buildings and, therefore, supported the motion.

6 **CORRESPONDENCE**

Nil.

7 **PORTFOLIO UPDATES**

7.1 **District Planning – Councillor Tim Fulton**

- The public submission on the Solar Farm near the Daiken Factory would close in early March 2025. There had been much interest; however, not many submissions. The Council had extended the submission by a week due to an issue with notification in the paper.
- The resource consent for a solar farm on Tram Road, Swannanoa, was awaiting a decision.
- The Whiterock Landfill hearing would likely be in April 2025.
- Woodstock Quarry was in appeal. The application had been asked to go away and prepare a better submission.

- There were four projects on the Government's Fast Track list in the Waimakariri District. There would be limited scope for public submission on these applications, and it was not clear what input the Council may have.

M Bacon clarified the panel must include a person nominated by the local authority. He quoted *"The members of a panel must, collectively, have knowledge, skills, and expertise relevant to the approvals sought in the substantive application, and expertise in environmental matters. They must include at least 1 member who has an understanding of te ao Māori and Māori development. Panels must include a person nominated by the relevant local authorities."* The panel convener would likely decide exactly how this requirement was enacted, for example, requiring the person to be accredited. This would not be known until an application progressed through the EPA. It would also not be known what the Council's role was in each fast track proposal as the applications may cross over other legislation and approval processes as well. An example of this would be joint consents with Environment Canterbury.

Councillor Cairns inquired about the anticipated timelines for decisions on fast-track applications within the Waimakariri District. K LaValley stated it was hard to determine as it would be dependent on when the applications were filed.

Councillor Redmond questioned how likely it was for a Councillor to be appointed to a panel. K LaValley noted that no indication had been provided on the type of appointment to be made to the panel. It would likely be dependent on what the panel convenor requested.

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

- All the inspection pools were all up to date.
- The number of consent applications received for the current financial year was estimated at around 1,653.
- On average, 434 service requests were received every month. All service requests should be raised through the official channels as it assists with data being as accurate as possible. The leading complaint made across the district seemed to be noise complaints with 132 complaints made in 2024. The increase in noise complaints was likely due to the growth in urban areas of the district.
- There was an increasing level of compliance regarding dog registration.
- Increasing levels of compliance, not only by the Council, have led to various food vendors across the district closing.
- Many schools have been approached, and it was hoped that a further 20 Emergency Community Hubs would be established by July 2025.
- A road show would be conducted targeting Rangiora and Kaiapoi to raise awareness of AF8 and the Hikurangi Fault.

Deputy Mayor Atkinson questioned why the consultation was only being done in Rangiora and Kaiapoi. Councillor Goldsworthy clarified that it was not a consultation but a collaborative information session between regional and district Civil Defence.

Councillor Cairns noted that a large portion of the Waimakariri District's water supply came from Kaiapoi. He asked what the plan was to continue supplying water to the District. Councillor Goldsworthy explained that a larger alignment of Civil Defence responses and Business as Usual was being investigated. K LaValley also indicated that various scenarios were being considered. In the past, the Kaiapoi wells were not severely damaged by larger earthquakes; however, if they were, the old Rangiora wells could be brought back online.

- An updated Recovery Plan was expected to be finalised by the end of the year.
- The Civil Defence Emergency Management Operations had gone through a review. It was currently still in the draft stage, and the Council would likely have a workshop on the topic.

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

- Promotion Review—The investigation and information sharing were complete. Staff was currently working on providing options and reviewing what other councils did when funding events. Findings and views would be workshopped with stakeholders so the outcomes could be presented to the Council for a decision.
- Oxford:
 - The Oxford Promotions Action Committee (OPAC) had been holding workshops to review its visions and values and is also looking to increase membership.
 - The March Glow Festival was happening at the Oxford Gallery.
- Rangiora
 - Raine and Horne Sunday Funday to be held 30 March at the A&P Showgrounds.
 - Ideal Events, along with FunHQ, held an event in Victoria Park.
- Pegasus
 - The community event being held by the Pegasus Residents Group was postponed.
 - Waiora Links hosted a sailboats on the lake/vintage cars event.
- Kaiapoi
 - Kaiapoi Promotions wanted to commit to having monthly meetings with good speakers to increase membership. They were also looking at hosting additional events this year.
 - Silverstream residents organised a well-attended duck race. They also have upcoming quiz nights, garage sales, and meeting-the-neighbour events.
 - Waimakariri United Football Club held a two-day Masters Tournament. Their next event, which will be held in July 2025, was expected to bring approximately 700 girls from the district.
 - Kaiapoi Food Forest was hosting two open farm tours. They also had pruning and food forest design workshops upcoming.
 - Kaiapoi Saturday market was growing and would soon have a Licence to Occupy with Council. The number of stall holders had increased, and they were also proposing to hold car boot sales throughout the year.

8 **MATTER REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD**

8.1 **Approval of Design for 309 High Street Car Park – D Mansbridge (Project Engineer) and G Maxwell (Project Support Coordinator)**

K Straw spoke to the report, noting approval was being sought to establish the time restrictions in the 309 High Street Carpark. The cinema had advised they considered a P180 time limit appropriate. The existing P5 park on High Street would remain as is, and the mobility parking would remain unrestricted.

Councillor Cairns noted the Waimakariri Accessibility Group had raised uncertainty regarding time limits on mobility car parks many of them noted they would generally double the time on surrounding parks and use that as a guide. K Straw acknowledged the confusion regarding mobility parks. He explained that the sign had to have a 'P' with a

number following written on the same sign or signpost for it to be enforced. If there was no number on the sign, then it was unrestricted. He was happy to liaise with the Waimakariri Accessibility Group to clarify any other confusion. S Binder further clarified within the Council's Parking Strategy, any parking restriction under P60 could be doubled for a mobility park. This was expected to be clarified through the parking strategy review.

Councillor Redmond questioned what the current parking restriction was on a park at the Town Hall and K Straw confirmed that the current time restriction was P120.

Moved: Deputy Mayor Atkinson Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Approves** the establishment of a 180-minute time restriction to all car parks within the extent of the "Town Hall Car Park" (Trim no. 241024185526).
- (b) **Notes** that a 180-minute time restriction is considered appropriate to ensure that moviegoers attending movies of a longer duration will not be fined for overstaying.
- (c) **Notes** the existing P5 parking spaces on High Street outside the Rangiora Town Hall will remain as is.
- (d) **Notes** that the existing mobility parking and the proposed additional mobility parking on High Street outside the Rangiora Town Hall will remain unrestricted.

CARRIED

Deputy Mayor Atkinson stated this was a good report and the time restrictions made sense.

9 MATTER REFERRED FROM THE OXFORD-OHOKA COMMUNITY BOARD

9.1 Updating Parking Restrictions at Different Locations in Oxford and Approval to Consult on Proposed New Restrictions – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

S Binder explained that the report was part two of formalising current signed restrictions that were not previously approved. He noted that further consultation would take place regarding parking in Oxford.

Councillor Cairns raised a concern highlighted at a Waimakariri Accessibility Group meeting regarding motorists' speed through the Oxford Town Centre. The Group had suggested that a red strip be painted on the road at the beginning of the 50km/h zone. S Binder stated that this would need to be discussed through a different process as this report did not involve any physical work.

Councillor Redmond confirmed that, as the Roading Portfolio Holder, he had raised the same point, and it was on the radar for the 2025/26 financial year.

Deputy Mayor Atkinson questioned the average speed through the Oxford Town Centre, as the Oxford-Ohoka Community Board and residents regularly raise this concern. S Binder confirmed there was a count station currently active in Oxford, so updated numbers should be available shortly.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Approves** formalising of the following existing signed parking restrictions around Oxford town centre:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	North of Main St	East	P15 Loading Zone		North of the intersection for 30m
Oxford	Meyer Pl	North of Main St	Both	P60	3 parks west side, 6 parks east side	North of the intersection for 32m
Oxford	Main St	West of Meyer Pl	North	P30	4 parks	West of intersection for 32m
Oxford	Main St	West of Burnett St	North	Mobility park		
Oxford	Main St	Town Hall Carpark	West	Mobility park	5 parks	
Oxford	Main St	Pearson Park Carpark	West	Electric vehicle park	2 parks, Mon-Sat only	

- (b) **Approves** the following modifications (in *red italics*) to existing parking restrictions on Bay Road outside of Oxford Area School:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	<i>From 21m north of Observatory Gate to 66m south of that gate</i>	East	<i>Reserved Parking - Buses Only</i>	8:20-9:30am, 2:30-3:20pm school days	<i>Requested by school</i>
Oxford	Bay Rd	<i>From 33m north of the Main (Middle) School Gate to 40m south of that gate</i>	East	Loading Zone, P2	8:45-9:15am, 2:45-3:15pm school days	Requested by school
Oxford	Bay Rd	<i>For 21m outside the middle northern entrance of the school</i>	East	No Parking	8:20-9:20am, 2:30-3:20pm school days	<i>Requested by school</i>

CARRIED

10 **MATTERS REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD**

10.1 **Charles Street – Approval of the Scheme Design and Proposed Relocation of a Mobility Park** – K Straw (Civil Projects Team Leader), J McBride (Roading and Transportation Manager) and D Roxborough)

K Straw advised that the report was seeking to reduce the width of the traffic median along Charles Street to allow for the footpath to be widened whilst retaining the existing angled

parking. He noted New Zealand Post was planning on redeveloping its vehicle entrance resulting in the need for no-stopping lines and the relocation of one mobility parking space. The angled parking would remain P15, and the mobility parks would be P120. The remainder of the existing P120 parking would be formalised. All surrounding businesses were consulted, and only New World and The Salvation Army had concerns regarding the narrowing of the carriageway.

Councillor Cairns questioned who would be covering the costs of removing the vegetation outside the NZ Post shop. K Straw confirmed NZ Post would be paying for the extra over costs of the work within the road reserve; however, they had made no indication of when they would be removing the planting. There was an additional item within the contract to remove the planting; however, it would be put to them. Staff were hopeful a good price would be received, meaning NZ Post could pay for the removal under the Council's contract.

Moved: Councillor Cairns

Seconded: Deputy Mayor Atkinson

THAT the District Planning and Regulation Committee:

- (a) **Approves** the relocation of the existing mobility park to a new location in front of "Paris for the Weekend", noting it will have a length of 6.6m (the maximum we can accommodate within the constraints of the vehicle entrances).
- (b) **Approves** the implementation of "P120" parking restrictions for all parking (including the relocated mobility park) on the southern side of Charles Street, for a distance of 55m between the vehicle entrance to No. 55 Charles Street, and Tom Ayres Drive.
- (c) **Approves** the implementation of a "P120" parking restriction for the existing unrestricted mobility parking space at the western end of the angle parking outside No. 55 Charles Street.
- (d) **Notes** the "P15" parking restrictions within the extent of angle parking outside No. 55 Charles Street are currently within the Schedule of Parking Restrictions and will remain as "P15".
- (e) **Notes** that the "P15" parking restriction for a mobility parking space may be considered unreasonable due to the additional time mobility-impaired people may require to carry out their business. Therefore, staff recommend a "P120" restriction for this parking space instead.
- (f) **Notes** that staff will update the Schedule of Parking Restrictions upon completion of the works.
- (g) **Notes** that the relocation/extension of the NZ Post vehicle entrance encroaches into the existing mobility park, and the relocation of this park results in the loss of one car parking space as a result.

CARRIED

11 QUESTIONS UNDER STANDING ORDERS

Nil

12 URGENT GENERAL BUSINESS

Nil

NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 18 March 2025

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.35PM.

CONFIRMED

Councillor T Fulton

Date

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 18 MARCH 2025 AT 9 AM.

PRESENT

Councillors J Ward (Chairperson), R Brine (left 10:27am), N Mealings, P Redmond, P Williams and Mayor D Gordon (left 10:53am).

IN ATTENDANCE

Councillors B Cairns and T Fulton.

G Cleary (General Manager Utilities and Roading), C Brown (General Manager Community and Recreation), J McBride (Roading and Transport Manager), K Waghorn (Solid Waste Asset Manager), M Maxwell (Strategy and Business Manager), H Downie (Strategy and Centres Team Leader), S Binder (Senior Transportation Engineer), D Young (Senior Engineering Advisor), G Maxwell (Project Support Coordinator), and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 **Minutes of the meeting of the Utilities and Roading Committee held on Tuesday, 25 February 2025.**

3.2

Moved: Councillor Williams

Seconded: Councillor Mealings

THAT the Utilities and Roading Committee:

(a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 25 February 2025 as a true and accurate record.

CARRIED

3.3 **Matters Arising (From Minutes)**

There were no matters arising.

4 DEPUTATION/PRESENTATIONS

Nil.

5 REPORTS

5.1 **Town Centre Upgrades Budget – Additional Kerb and Channel Replacement in Raven Quay – D Young (Senior Engineering Advisor)**

D Young noted that the Council has allocated a budget for upgrading the District's town centres. At this stage, this budget has not been allocated to any specific projects. There

was currently \$20,000 budgeted for the 2024/25 financial year, which had not been allocated. He explained that a significant pipe replacement project was taking place in Raven Quay. As a result of those works, some of the existing kerb and channel needed replacing. There was also a further length of kerb and channel that was in poor condition, which the Roading staff had requested to be replaced as part of this contract. However, there were approximately 37 meters in between these two sections, which was in reasonable condition, and it was not justifiable to replace it using the Kerb and Channel Replacement Budget. While this section was not cracked or in poor condition, it was ageing, in light of Raven Quay's significance to the Kaiapoi Town Centre, staff was suggested that the replacement of this section be funded from the Town Centre Upgrades budget

Councillor Redmond asked if 37 meters in between these two sections of the kerb and channel had a life expectancy of a further 30 years. D Young explained that it was difficult to ascertain as the Council records showed that it was installed in the 1970s. What often happened at the time was that the same installation date was given to all of the existing assets in a project, so it was difficult to tell how old this section really was.

Councillor Mealings enquired if this section of pavement was replaced later, would the works at that time damage the road and the new footpath and how much disruption would it cause. D Young noted there would undoubtedly be the need to cut back into the new seal to replace the full footpath, and at each end where they butted in, there would be some degree of disruption.

Moved: Councillor Williams

Seconded: Councillor Brine

THAT the Utilities and Roading Committee:

- (a) **Receives** Report No. 250305036264.
- (b) **Approves** the expenditure of up to \$20,000 on the Raven Quay kerb and channel and associated footpath to be funded by the Town Centre Upgrades budget (PJ100359.000.5134) which has a budget of \$20,000 in the 2024/25 financial year.
- (c) **Notes** that this will be carried out as a variation to the existing Contract 23/36 Raven Quay 3 Waters renewals, to be valued on the submitted contractual rates.
- (d) **Circulates** this report to the Kaiapoi Tuahiwi Community Board for information.

CARRIED

Councillor Williams supported the motion because of Raven Quay's significance to the Kaiapoi Town Centre, and it made sense to replace all the kerbs and channels simultaneously.

Council Brine agreed with Council Williams' comments and noted that he also supported the motion.

Mayor Gordon agreed with the comments and thought the project had been managed very well. Therefore, he also endorsed the motion.

Councillor Mealings commented that the Council was often criticised for doing new road works and not long after pulling that up to add something new. This provided the Council with an opportunity to install a continuous new pavement.

6 **PORTFOLIO UPDATES**

6.1 **Roading – Councillor Philip Redmond**

The construction season was continuing across a number of sites around the district.

- Focus areas for staff:
 - Resealing continued through March 2025, with a section of Oxford Road, Kennedys Hill Road, and Mt Thomas Road being resealed last week. Tram Road (east of Island Road) was programmed to be resealed on Thursday.
 - Cones Road would be resealed between Fawcetts Road and the Ashley River Bridge next week (Stop / Go would be in place).
 - Resealing was planned for Barkers Road, Foothills Road, Hill Street and Ayre St over the next week.
 - Asphalt was to be laid at the intersection of River Road and Cones Road.
 - Asphalt surfacing was underway on a section of Ohoka Road between the Island Road intersection and the bridge (west of Giles Rd). This was being done as night work.
 - Pavement rehabilitation works were continuing on Mill Road, Ohoka. The first section of overlay between Bradleys Road and Whites Road had been sealed, with the exception of a 60-meter section at the eastern end. Work had moved to the section between Whites Road and Wilsons Drive. Drainage improvements are also being undertaken as part of this wider programme of works.
 - Mowing and spraying had continued around the district, along with routine road marking activities.
- Capital:
 - Riverside Road Seal Extension had been progressing well, with the full length of the road now sealed. The final touches, including driveway sealing, signs, markings, and berm reinstatement, were currently underway.
 - The Kerb and Renewal work was complete on Ashgrove Street. EDR Contracting had been making good progress and had now moved to Alfred Street with a one-way traffic flow in place. Stephens Street and then Edward Street would follow on. This contract was expected to be completed in early May 2025.
 - Pidgeon Contracting had started works on Kippenberger Avenue as part of the Urbanisation Project.
 - Watermain renewals were continuing on Ashley Street, south of Coldstream Road.
 - The Town Hall carpark construction contract had been awarded to EDR Contracting.
 - The tender for Charles Street Kerb and Channel Replacement had just closed and was currently being evaluated.
- Other works:
 - Work was continuing on Raven Quay, Kaiapoi to upgrade the storm water, water and sewer networks.
 - Work to repair and replace a section of kerb at the Blackett Street / King Street roundabout would start the week of 24 March 2025. The northbound lane into the roundabout would be closed, and traffic would be detoured.
 - Environment Canterbury was carrying out tree removal works on Main Drain Road, with a closure in place.
- Events:
 - Oxford A&P Show would be held on 29 March 2025.

Councillor Cairns asked about the damage to the Charles Street roundabout. J McBride understood that someone had tried to remove some of the lettering it but was unsuccessful. Council staff would be repairing the letter.

6.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

- Water
 - Overall the UV upgrades were progressing well:
 - The control system for the new UV units at South Belt, Rangiora, was currently being modified and was expected to be operational by the end of March 2025.
 - The West Eyreton UV installation works had commenced on site and were due to be completed in May.
 - The Ohoka water treatment plant upgrade was currently out for tender and was expected to be awarded in April.
 - The Garrymere water supply had a bore pump failure over the weekend. The Water Unit and 3 Waters staff worked with external contractors to a tanker in water and replace the pump within 24 hours.
- Wastewater
 - Construction of the septage disposal facility was progressing well and was expected to be commissioned in March 2025.
 - The Water Services Authority – Taumata Arowai were consulting on new wastewater environmental performance standards, which may assist in obtaining wastewater discharge consents in the future. Submissions were due by 24 April 2025 and were currently being worked on by staff.
- Drainage / Stockwater
 - The second round of drainage advisory groups for the year had continued. Central Rural and Coastal Rural have been held over the past two weeks and Clarkville was on 19 March 2025. There had been good feedback from all groups both on the maintenance works undertaken and also the financial position of each scheme.

Councillor Fulton queried the UV treatment at the Oak Reserve and the damage to the adjacent native trees. He thought that most of those trees would be lost because of the clearance that was required. He noted that the large pine tree had been removed which the Board would preserve for community use. He sought an update on the trees when that site was finished.

6.3 **Solid Waste– Councillor Robbie Brine**

- The Cust Hotel has been listed for sale
 - Staff will monitor this and engage with the current and new owners to discuss how this may impact the Council facility on the site.
- The current Government adopted its updated “Waste and Resource Efficiency Strategy” on 7 March.
 - This strategy replaces the “Te Rautaki Para | New Zealand waste strategy,” which the previous Government adopted in March 2023.
 - This appears to be a relatively high level and generally aligns with the current direction Waimakariri was taking.
 - Staff would review it and ensure it is considered in the Council’s upcoming Waste Minimisation Plan Review.
 - The strategy and the waste and resource efficiency work plan were attached for information.
- Response to a letter calling for the progress of a Container Returns Scheme for beverage containers, of which the Council was one of many supporters. The

Environment Minister stated that she is not currently considering policy options for a container return scheme. However, the Waste Minimisation Act 2008 and the Litter Act 1979 are being reviewed by the Ministry for the Environment. The Minister had instructed officials to undertake public consultation on the policy options and proposals, which was expected to take place in the first half of 2025.

- Other matters:
 - The Canterbury Waste Joint Committee and Canterbury Regional Landfill Joint Committee would meet on Monday 7 April 2025. No agenda had been advised at this stage.
 - The Canterbury Waste Minimisation Grant would be open for applications soon and would close at the end of May 2025. Christchurch City Council staff were looking to make changes to the application process so it was easier for applicants to do.

Councillor Cairns asked in regard to the Cust Hotel and neighbouring stables if there was a heritage listing on that building. Councillor Brine endeavoured to follow up and report back.

6.4 **Transport – Mayor Dan Gordon**

- Acknowledged all the road works and works that were going on in the district. He commended the staff for the work that was happening there.
- It was good to see the Woodend Bypass's next stages progressing. The Council had an update from the New Zealand Transport Agency on 11 March 2025, and it was progressing quickly. The Council wanted to ensure that the project proceeded and was not delayed.
- There were ongoing discussions around transport around investment. He had a meeting with the Minister in Wellington recently. There were some new proposals that he outlined around congestion charging. He seemed committed to progressing with mass rapid transit.
- He had an upcoming meeting with the Minister for Regional Development, the Honourable S Jones, where he had been asked to present the transport issues for Canterbury.
- He had been invited to a meeting with the Local Government Minister with the Canterbury Mayors, he would raise the things that were important to Waimakariri.

Councillor Redmond noted in regard to the Woodend Bypass, the Canterbury Grass Skink a lizard that was in the way. At the Kaiapoi-Tuahiwi Community Board meeting they agreed to collaborate with the New Zealand Transport Agency to relocate or assist and provide a site. Mayor Gordon was not aware of that. He commented that the sooner a suitable habitat could be found for that the better. The project was proceeding at pace.

7 **MATTER REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD**

7.1 **Proposed Early Collection Area: Percival, Victoria and Murray Streets, Rangiora – K Waghorn (Solid Waste Asset Manager)**

K Waghorn spoke to the report, noting the Rangiora-Ashley Community Board approved the change of the three streets in Rangiora to an earlier collection time due to Percival Street, Victoria Street and Murray Street having long-term parking, which was causing challenges with collections. If the rubbish could be collected between 6:30 a.m. and 7 a.m., the truck drivers would be able to beat the long-term parkers and get out quickly. The issue of noise had been raised, and staff would be undertaking some investigations to determine the noise levels.

Mayor Gordon asked if effective communication of the changes to the residents had been considered. K Waghorn explained that she was drafting a letter, and staff would drop it off and speak with the impacted businesses and schools.

Councillor Fulton questioned if the earlier collection would disturb people's sleep. K Waghorn noted that if there was a lot of glass, it may be a problem. The residents left their parking around 7 a.m., and the new all-day parkers arrived between 7 a.m. and 8 a.m., so staff anticipated little disruption.

Moved: Councillor Brine

Seconded: Councillor Redmond

THAT the Utilities and Roothing Committee:

- (a) **Approves** designating the following streets as "Early Collection Streets":
 - i. Victoria Street from No. 7 to 59, between Northbrook Road and Queen Street.
 - ii. Percival Street from No. 69 to 119A, between Victoria Street and Queen Street.
 - iii. Murray Street from No. 1A/2 to No. 35, between George Street and Queen Street.
- (b) **Notes** that these collections would not start earlier than 6:30 am and are more likely to commence at 6:45 am.
- (c) **Notes** that the school, residents and residential facilities in these streets will be notified about the change in collection times at least one week in advance of the change in the collection time.

CARRIED

Councillor Brine commented that this was considered at the Solid and Hazardous Waste Working Party Meeting and the Rangiora Ashley-Community Board, where good questions had been raised, which he was sure staff and the contractor would be ahead of if there were any issues.

Councillor Redmond supported the motion. He noted that 6:45 am was not particularly early; in Christchurch City, bins had to be out by 6 am, and the trucks started collecting at 6am, which did not seem to be a problem there, so he did not see a later start here being a problem.

8 **MATTERS FOR INFORMATION**

8.1 **Contract 24-107 Supply of Liquid Caustic for Water Treatment Tender Evaluation and Contract Award Report – Don Young (Senior Engineering Advisor) and Tjaart van Rensburg (Water Unit Manager)**

(Report No. 250225031219 to Management Team Operation meeting of 5 March 2025)

8.2 **Contract 24/105 Supply of Sodium Hypochlorite for Water Treatment - Tender Evaluation and Contract Award Report – Don Young (Senior Engineering Advisor) and Tjaart van Rensburg (Water Unit Manager)**

(Report No. 250225030450 to Management Team Operation meeting of 5 March 2025)

Moved: Councillor Williams

Seconded: Mayor Gordon

THAT the Utilities and Roothing Committee

- (a) **Receives** the information in Items 8.1 and 8.2.

CARRIED

9 **QUESTIONS UNDER STANDING ORDERS**

Nil.

10 **URGENT GENERAL BUSINESS**

Nil.

11 **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 was moved:

Moved: Mayor Gordon

Seconded: Councillor Mealings

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

9.1 Confirmation of Public Excluded Minutes from 10 December 2024.

9.2 Contract 24/61 – Kerb and Channel Renewals 2024/2025 Tender Evaluation and Contract Award Report.

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
9.1	Confirmation of Public Excluded Minutes from 25 February 2025	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. LGOIMA Section 7 (2)(a), (g) and (i).
9.2	Contract 202504 Town Hall Car Park Expansion Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. LGOIMA Section 7 (2)(a), (g) and (i).

CLOSED MEETING

The public excluded portion of the meeting commenced at 9:37am and concluded at 9:42am.

OPEN MEETING

NEXT MEETING

The next meeting of the Utilities and Roding Committee would be held on Tuesday 15 April 2025 at 9am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 11:12AM.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 12 FEBRUARY 2025, AT 7PM.

PRESENT

J Gerard QSO (Chairperson), K Barnett (Deputy Chairperson), R Brine (arrived 7:02pm), I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson and P Williams.

IN ATTENDANCE

Mayor D Gordon, Oxford-Ohoka Community Board members M Brown and P Merrifield.

S Hart (General Manager Strategy Engagement and Economic Development), K Howat (Parks and Facilities Team Leader), S Allen (Water Environment Advisor), C Taylor-Claude (Parks Officer), A Paterson (Assistant Librarian – Community Connections), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer)

Five members of the public were present.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 11 December 2024

Moved: B McLaren

Seconded: P Williams

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 11 December 2024.

CARRIED

3.2. Matters Arising (From Minutes)

T Kunkel noted that the Roding staff had yet to provide an update on the report regarding the 'Request approval of No-Stopping Restrictions on Railway Road', which was tabled at the previous Board meeting. Also, no date had been set for the proposed Loburn Quarry hearing.

3.3. Notes of the Rangiora-Ashley Community Board Workshop – 11 December 2024

Moved: B McLaren

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated Notes of the Rangiora-Ashley Community Board Workshop, held on 11 December 2024.

CARRIED

4. DEPUTATIONS AND PRESENTATIONS

4.1. Cust Domain Equestrian Club – Chris Neason and Sarah Alcom

C Neason spoke to the Board, noting the Cust Domain Equestrian Club was concerned with the proposal to install soccer pitches at the Cust Domain. The Club was surprised that the Cust Domain was now a designated sports ground. They felt they had a duty of care to their members, as horse riding was intrinsically risky. In their opinion, high-energy sports such as soccer and horse riding were incompatible. The Club had been operating out of the Cust Domain for 16 years and had 170 members aged five to seventy-five. The membership entitled riders to free access to the grounds at any time and on monthly club days. The Club fundraised by hosting two events a year to raise money to improve the facilities, and it had recently spent \$14,000 putting sand down in its arena and \$5,000 for cross-country jumps.

In addition, the Club had horse riders using the roads around the Cust Domain; if the proposal went ahead, traffic would increase. Also, parking at the domain was minimal; there were always motorhomes parked there, and upwards of 40 dogs were walked by their owners daily.

S Alcom explained that horses were fight-or-flight animals; it was instinctive. It did not matter how much they were trained; you could never remove that instinct. Some horses would cope better than others with stressful circumstances. The concern was that soccer had several triggers, such as noise, crowds, and stray balls. Therefore, the Club believed that from a health and safety point of view, soccer and horse riding were incompatible.

P Williams enquired about other people using the Cust Domain for recreational purposes. C Neason explained that many children ride their bikes in the domain, which is also very popular with motorhome owners, people running, flying drones and aeroplanes, and dog walkers.

P Williams asked what effect the dogs had on the horses. C Neason noted that there had been no concerns, as there was signage reminding people to keep control of their dogs when entering the Equestrian Club area.

Responding to a further question from P Williams, C Neason confirmed that many of the Club's 170 members were from Cust; however, members came from as far as Loburn and Oxford.

J Goldsworthy sought clarity on the preferred safe distance that the horses had to be from the noise to ensure health and safety. S Alcom did not believe there was a scientific safe distance.

S Wilkinson enquired if the Club had a view on working with the Oxford Soccer Club to resolve their concerns. C Neason noted that the Club had not collaborated with the soccer club.

I Campbell questioned when most of the Equestrian Club mainly used the domain. C Neason said that the Club was most active on weekends.

B McLaren noted that the Equestrian Club's gate on Ofarrells Road was locked, which gave him the impression that it was private property. He was confused about the Club's relationship with the Council. C Neason explained that there was free access to the Equestrian Club from the Cust Domain. The gate was only locked for security reasons.

M Fleming asked if people currently kicked balls around at the domain. C Neason noted that individual children did.

J Ward questioned if the Equestrian Club would consider sharing the Cust Domain so young children could coexist safely. C Neason noted that children were catered for at Oxford, and the two proposed pitches at the Cust Domain were for adults.

K Barnett enquired if the Club objected to playing sports at the Cust Domain. C Neason noted that the Club did not object to sports; however, the type of sport raised a health and safety concern.

4.2. Oxford Football Club – Keith Gilby

K Gilby spoke to the Board, noting that over the last five years, he had led the rejuvenation of the Oxford Football Club. He was a resident in Cust, and his son participated in many athletic events at the Cust Domain; as a family, they continued to have picnics at the domain and walk their dog there. A wide range of concerns had been raised by the Equestrian Club, many of which had been discussed on social media, such as excessive noise, whistles, crowds and supporters, traffic problems and balls flying into the horse arena.

The Oxford Football Club was the smallest out of the 26 Canterbury clubs. The Club was a small voluntary charitable society governed by eight local parents. The Club covered a large rural area that attracted members from across the Waimakariri, Christchurch and north Selwyn Districts. The Club had approximately 160 members, of which 80% were younger people aged between four and sixteen who participated for free. Over a third of the Club's members were residents of Cust. Unfortunately, many smaller clubs had closed or were swallowed up by larger united super clubs.

New Zealand Football focused on participation growth through the centralisation of sports clubs. The rising cost of using sports facilities was ultimately passed to the young participants and through Mainland Football onto clubs such as the Oxford Football Club. The Club absorbed most of the rising participation costs by reducing overheads and cutting back on investment. Eventually, their numbers became unsustainable to support the minimum operating costs they had every year. Football training facilities were in high demand; the Club did not have access to Kendall Park, which Waimak United used. Mainland Football recommended that the Club merge with Waimak United; however, they felt that was not in the best interest of their community.

K Gilby stressed that having access to local fit-for-purpose football facilities that met the requirements for reaching competition was essential. The two full-size senior pitches proposed at the Cust Domain would be used by a combined maximum of 60 players for three hours on a Saturday afternoon. Therefore, the likelihood of significant disruption to the Equestrian Club would be minimal. The Club worked comfortably with the Equestrian Club in 2024 with no issues.

B McLaren asked if the Oxford Football Club had explored alternative locations. K Gilby explained that the Club had been in ongoing negotiations for approximately three years regarding the proposed two pitches at the Cust Domain. The Club had to cater to junior and senior players, so it looked at leasing private fields, which it could not afford. The Club also researched other domains, and whilst some were useful, most of them were already used or not large enough.

B McLaren noted that the land at Cust Domain was undulating and enquired if work would be needed to ensure the pitches match the standard. K Gilby pointed out that the main senior pitch was at Pearson Park, Oxford. The Club would, therefore, need to spend about \$15,000 for new goals and line marking at the Cust Domain.

Responding to a question from M Fleming, K Gilby confirmed that the two pitches at the Cust Domain would only be used between February and mid-September.

M Clarke questioned how the Oxford Football Club would manage with the limited public toilets at the Cust Domain. K Gilby noted that the Club would only use the facilities for three hours one day a week; it was no different from the Cust School gathering in the Cust Domain. Therefore, he did not believe that the limited public toilets would be an issue.

K Barnett asked what happened to the Oxford Football Club's pitches at the Oxford Showgrounds. K Gilby noted that the Club currently has three pitches on the showgrounds. As part of this plan, the Council had agreed to carry out some work at the showground to allow for the creation of two more junior pitches.

K Barnett asked if the development of the second pitch would necessitate removing trees in the Cust Domain, and K Gilby confirmed that no trees would be removed.

K Barnett noted that K Gilby had stated that the Oxford Football Club worked comfortably with the Equestrian Club in 2024 with no issues. However, the Equestrian Club had advised their members not to use the domain on match days because it was too dangerous. She asked how he responded to that. K Gilby suggested that the Board review the instructions published to members on the Equestrian Club's Facebook page. The Oxford Football Club provided their complete fixture list to the Equestrian Club so members could decide if they wished to use the domain on match days.

K Barnett enquired if K Gilby thought there was any health and safety risk to the simultaneous soccer and horse riding. K Gilby did not believe there was any actual health and safety risk and deemed there to be sufficient space at the Cust Domain to minimise risk to allow sports to coexist.

P Williams asked what hours the Oxford Football Club trained, and K Gilby noted that training was from 6:30pm to 8:30pm twice a week.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Cust Domain Football Proposal – K Howat (Parks and Facilities Team Leader)

K Howat took the report as read.

J Gerard noted that the two clubs had a difference of opinion. He asked if staff had tried to convene a meeting with both parties to address the concerns. K Howat advised that the Council had not facilitated a meeting, as it was not believed that the parties would be able to agree.

J Ward queried how the Council could provide different accesses for both Clubs to coexist. K Howat noted that the current proposal was to establish a second senior field at Cust Domain; field one would be 67 metres, and field two would be 40 metres away from the boundary with the Equestrian Club. There was a suggestion of using the front paddock for access, but it would be a significant cost.

S Wilkinson sought clarity on the Council's arrangement with the Equestrian Club. K Howat explained that the Equestrian Club had a license to occupy a section of the Cust Domain. They managed that facility in a way that suited the purpose of their activity.

L McClure asked if staff could facilitate a meeting between both Clubs. K Howat noted that staff would abide by the Board's decision.

P Williams inquired about the Council's strategy for having a large number of people at the Cust Domain with limited public toilets. K Howat noted that there was currently one male and one female toilet, with no plans to upgrade them. Events with a higher number of participants are currently hosted in the domain, with no negative impact on the public toilets.

P Williams questioned whether the public toilets were connected to the sewer system, and K Howat confirmed that they were on a septic tank.

Furthermore, P Williams asked if the septic tank had a holding tank. K Howat could not comment on the sewer capacity. However, if required, the tank could be emptied before a big game.

B McLaren asked if the Equestrian Club's locked gate on Ofarrells Road was as per the agreement with the Council. K Howat noted that the Council was aware that the gate was being locked for security reasons to keep the Club's equipment safe.

K Barnett enquired if the Cust Domain Management Plan was consulted when looking at this proposal and what discussions staff had with the Cust Domain Advisory Group. K Howat noted that the Council adopted the Sport and Recreation Reserves Management Plan in 2015, which was the current document that staff worked on. He was unsure what consultation was carried out with user groups in 2015. The Community Consultation Report was shared with the Cust Domain user groups.

P Williams noted that dogs were prohibited on the Waimakariri District's sporting grounds. However, many people walking their dogs seemed to use the Cust Domain. K Howat explained that the domain was designated as a sports park, and people, therefore, needed to keep their dogs on a leash and off the sports fields.

Moved: K Barnett

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Lays** the report on the table until the next meeting so there was time to consult with the Council appointed Cust Domain Advisory Group.

CARRIED

6.2. **Rangiora Stormwater Management Plan 2025-40 consultation – S Allen (Water Environment Advisor)**

S Allen took the report as read.

K Barnett was concerned about the high readings of the level of contaminants in the South Brook and sought clarification on the actions being taken to improve its water quality. S Allen explained that there were exceedances sometimes; however, the samples were between 0-20% at the time, whereas the North Brook were at 80%; it was a comparative issue.

M Fleming asked if any consideration was being given to installing rainwater tanks in new residential developments. S Allen noted that the Engineering Code of Practice included a design; however, it was not a requirement.

B McLaren questioned whether the Council was satisfied with the work being done to manage stormwater in the Waimakariri District. S Allen believed more investment could be made, as there could be no perfect system without spending much money; however, the Council was striking that balance.

Furthermore, B McLaren asked how the Council compared to other councils. S Allen noted that the Waimakariri District had much newer stormwater infrastructure than other councils. The older catchment areas were updated as part of the Council's retrofitting projects. She believed that the Council was doing comparatively well.

In response to a question from P Williams, S Allen explained that the Engineering Code of Practice included a concept of stormwater neutrality, which required the Council to ensure developments did not have any downstream effects.

Moved: K Barnett

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250127012889.
- (b) **Notes** the Rangiora Stormwater Management Plan 2025-2040 draft circulated for consultation and feedback from the Community Board.
- (c) **Notes** that it is intended to submit the Rangiora Stormwater Management Plan 2025-2040 to the Utilities and Roding Committee for consideration on 25 February 2025, then to Council on 1 April 2025 for approval to submit to Environment Canterbury.

CARRIED

K Barnett supported the motion and commended staff on the comprehensive report. She suggested that communities should be educated on stormwater management.

P Williams also supported the motion and thanked staff for the work being done.

6.3. **StoryWalk in Northbrook Wetlands – C Taylor-Claude (Parks Officer), Grant Stephens (Design and Planning Team Leader) and A Paterson (Assistant Librarian – Community Connections)**

C Taylor-Claude took the report as read, and there were no questions from elected members.

Moved: J Gerard

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250130014741.
- (b) **Approves** the installation of a permanent StoryWalk at Northbrook Waters, Rangiora.
- (c) **Notes** that the Council installed successful temporary StoryWalks at Northbrook Wetlands and Honda Forest/ Te Korotuaheka Wetlands in 2022, which were met by the community with great success with over 70 positive feedback responses to the Council.

- (d) **Notes** that the StoryWalks will be made from ACM steel with interchangeable boards, allowing stories to be easily changed as needed.
- (e) **Notes** that the StoryWalk will be installed from existing Greenspace Budgets in the 24/25 financial year.

CARRIED

P Williams against.

J Gerard supported the motion as the StoryWalk at Northbrook Waters had been very popular.

P Williams commented that although he agreed that the StoryWalk at Northbrook Waters was an outstanding initiative, he could not support the motion due to the cost to the ratepayer in the current economic times.

B McLaren supported the motion, as he concurred that the StoryWalk at Northbrook Waters was a terrific initiative for young families and children.

J Ward also supported the motion, noting that it was good value for money.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for December 2024 and January 2025**

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250130015067.

9. **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board meeting Minutes 4 December 2024.
- 9.2. Woodend-Sefton Community Board meeting Minutes 3 December 2024.
- 9.3. Woodend-Sefton Community Board meeting Minutes 12 December 2024.
- 9.4. Parking Bylaw 2019 Section 155 Review Assessment – Report to Council meeting 3 December 2024 – Circulates to all Boards
- 9.5. Adoption of Road Reserve Management Policy with Revisions - Report to Council meeting 3 December 2024 - Circulates to all Boards
- 9.6. Health, Safety and Wellbeing Report November 2024 – Report to Council meeting 3 December 2024 – Circulates to all Boards
- 9.7. Annual Report and audited accounts for Enterprise North Canterbury for the year ended 30 June 2024 and Promotion of Waimakariri District Business Plan Report to June 2024 – Report to Audit and Risk Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.8. School Cycle Skills Education Programme “Cycle Sense” – Report to Utilities and Roding Committee meeting 10 December 2024 – Circulates to all Boards

- 9.9. Herbicide Update and Usage by Council and Contractors in 2023/24 – Report to Utilities and Roading Committee meeting 10 December 2024 – Circulates to all Boards
- 9.10. Rangiora Stormwater Annual Report 2023/24 and Monitoring Programme Report 2023/24 – Report to Utilities and Roading Committee meeting 10 December 2024 – Circulates to all Boards
- 9.11. Approval to Enter into Agreement with Auto Stewardship New Zealand for Removal of tyres under the Tyrewise Product Stewardship Scheme – Report to Management Team Operations meeting – Circulates to all Boards

Public Excluded

- 9.12. Partial Property Acquisition – 1030 Loburn Whiterock Road, Loburn – Report to Council meeting 3 December 2024 – Circulates to Rangiora-Ashley Community Board

Moved: J Ward

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.11.
- (b) **Receives** the separately circulated public excluded information in Item 9.12.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

B McLaren

- Attended Art on the Quay's 10th anniversary.
- Attended the Landmarks Committee meeting – brass plaques versus acrylic.
- North Canterbury Neighbourhood Support / Civil Defence:
 - Appointed by the Board.
 - Civil Defence Volunteers BBQ – Ohoka Domain.
 - New Community Hub open days.
 - Sefton Hall.
 - Kaiapoi North School.
 - Kaiapoi Borough School.
 - Te Matauru School.
- Waitangi Day celebrations - Attended Waitangi Day celebrations at Rangiora Borough School and Trousselot Park, Kaiapoi. Given the polarising nature of media coverage of events around the country, he was delighted at how whanau-focused these events were. They were fun and relaxed, had good weather, great music, and kai.
- Rangiora Community Patrol – Concerned at the escalation of crime from what appeared to be one or two groups of youths. He witnessed damage to the Rangiora Christmas tree outside the Council Service Centre, which was caught on camera. The New Zealand Police were called and responded in seconds. He was also aware that the Kaiapoi Christmas tree had been vandalised, and a staff member had been attacked on her way home from work. At the last Board meeting, he reported that a group of youths were breaking bottles on High Street, Rangiora. Since then, they have blocked off High Street with large commercial bins and seemly tried to hijack a car. The female driver was snapping a photo of the roadblock when the youths emerged from the shadows and moved towards her car. Thankfully, she managed to drive away, but these events strengthened the Board's request to have a permanent police presence once again in the Rangiora town centre.

- Sefton Solar Farm - He had intended to attend the public meeting to listen to the various views, but he was called away beforehand. However, he had visited the area to see what the situation was and came away having formed an opinion on this matter. He respected that the matter was subject to a resource consent application.

K Barnett

- Attended Civil Defence functions.
- Snap, send, solving around the district.

M Clarke

- Ryman Health was concerned about not having a pedestrian crossing from the west to the east so that people could easily reach the main building.
- GreyPower expressed many concerns about the footpaths. He was pleased that the Council had inspected them and did a good job replacing the footpath along Ashley Street.
- Visited the proposed solar farm site.

J Ward

- Attended Annual Plan Budget meeting – A 4.98% rates increase was being proposed.
- Attended Council's beginning-of-year function.
- Attended various Council meetings and workshops.

P Williams

- Catching up with ratepayers.
- Attended Waitangi Day celebration at Trousselot Park, Kaiapoi which was well attended.
- Attended various drainage meetings – concerned where the water would end up.
- Attended Muscle Car Madness, which was well attended.
- Attended Wings and Wheels in Oxford.
- Attended the public meeting on the proposed solar farm on Upper Sefton – the expert speaker highlighted the positives and negatives of solar farms.

M Fleming

- Attended Waitangi Day celebration at Trousselot Park, Kaiapoi.

R Brine

- 2025/26 Draft Annual Plan Budget meeting – He was delighted that the proposed rates increase would be under 5% subject to submissions.

S Wilkinson

- Attended the Waitangi Day celebration at Trousselot Park, Kaiapoi.
- Attended Muscle Car Madness.
- Attended the public meeting on the proposed solar farm on Upper Sefton.

I Campbell

- Attended Market in the Park at Victoria Park.
- Visted the Cust Domain – hoped the two clubs could work together.
- Attended Wings and Wheels in Oxford.
- I attended the public meeting on the proposed solar farm on Upper Sefton—it was very interesting. The residents were not opposed to solar farms; it was just the location that concerned them.

- Complaints from locals in Loburn about stones and holes on the road past the Loburn Domain.

J Goldsworthy

- Attended Emergency Community hub openings.
- Privileged to be invited by a few volunteer organisations to see in the New Year and hand out a few awards.

L McClure

- Waimakariri Health Advisory group—Concerns were raised about ambulance staff shortages. Rachel Pickles was elected the new Chairperson.
- Attended Waitangi Day celebration at Trousselot Park, Kaiapoi.
- Impressed with the New Zealand Police presence in the district.

11. CONSULTATION PROJECTS

11.1. Libraries Survey 2024

<https://letstalk.waimakariri.govt.nz/libraries-survey-2024-25>

The Board noted the consultation project.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 31 January 2025: \$9,785.

12.2. General Landscaping Fund

Balance as at 31 January 2025: \$28,646 not allocated.

The Board noted the funding update.

13. MEDIA ITEMS

Nil

14. QUESTIONS UNDER STANDING ORDERS

Nil

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: J Gerard

Seconded: K Barnett

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 was moved:

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

16.1 EV Charger Upgrade in the Rangiora Service Centre Carpark

The general subject of the matter to be considered while the public was excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	EV Charger Upgrade in the Rangiora Service Centre Carpark	Good reason to withhold exists under section 7	To protect information where making it available would disclose a trade secret, as per LGOIMA Section 7 (2)(b)(i).

CLOSED MEETING

The public excluded portion of the meeting commenced at 8.46pm and concluded at 9.12pm.

Resolution to resume in Open Meeting

Moved: J Gerard

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (a) **Resolves that** open meeting resumes and that the body of this report remain publicly excluded in accordance with Section 7, 2 (b)(i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information to enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). However, recommendations (a), (b) and (e) be released publicly.

CARRIED

OPEN MEETING

16.1 EV Charger Upgrade in the Rangiora Service Centre Carpark – V Thompson (Senior Advisor Business and Centres)

Moved: K Barnett

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250204017631.
- (b) **Approves** Option One, which accepts Meridian's proposed upgrade of the 22 Kw AC Chargers on Council land at the Rangiora Service Centre to high-capacity DC fast chargers and the proposed extension to the existing Operational Term.

- (e) **Notes** that the body of this report is publicly excluded in accordance with Section 7, 2 (b)(i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information to enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). But recommendations (a), (b) and (e) can be released publicly.

CARRIED

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 12 March 2025.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 9:17PM.

CONFIRMED



Chairperson

12 March 2025

Date

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 17 FEBRUARY 2025, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), T Stableford (Landscape Architect), K Straw (Civil Projects Team Leader), G Stephens (Design and Planning Team Leader), D Lewis (Stormwater Engineer), V Thompson (Senior Advisor Business and Centres), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were two members of the public present.

1 APOLOGIES

Moved: A Blackie

Seconded: T Bartle

THAT apologies for absence be received and sustained from P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

R Keetley declared a conflict of interest for the briefing conducted by Environment Canterbury.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 November 2024

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 November 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

S Stewart noted at the last meeting it was requested the Board be kept abreast of the work and testing being done by Environment Canterbury in the Kaiapoi River and that a report be brought back to the Board. N Atkinson indicated that he would be meeting with Environment Canterbury later in the week and would subsequently provide an update to the Board.

S Stewart further asked if there was an update on the floating pontoon. C Brown stated the consent had been lodged with Environment Canterbury and he could provide a memo to the Board on the progress made so far.

3.3 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 18 November 2024**

J Watson questioned the ownership of land along Fuller Street/Adderly Terrace. C Brown confirmed the Council owned some of the land however one section was owned by KiwiRail. The Council had been trying to gain a license to occupy for many years so this area could be beautified, however staff been unsuccessful.

J Watson further request a report be brought to the Board on the possibility of making Charles Street one way to stop trucks manoeuvring round the circle on Williams Street. N Atkinson confirmed the matter was being worked through the Mayor's office. C Brown confirmed it had been included during the landscaping budget discussions. Greenspace staff were asked to look at options that may work within the current design however no decision had been made on what projects would be completed under the General Landscaping Budget.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held 18 November 2024, as a true and accurate record.

CARRIED

3.4 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 25 November 2024**

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held 25 November 2024, as a true and accurate record.

CARRIED

4 **DEPUTATIONS AND PRESENTATIONS**

Nil.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Charles Street – Approval of the Scheme Design and Proposed Relocation of a Mobility Park – K Straw (Civil Projects Team Leader), J McBride (Roading and Transportation Manager) and D Roxborough (Strategic and Special Projects Manager)**

K Straw stated this report followed the workshop held on 18 November 2024. It was proposed to reduce the width of the traffic median along Charles Street to allow for the footpath to be widened whilst retaining the existing angled parking. He noted NZ Post was planning on redeveloping its vehicle entrance resulting in the need for no-stopping lines and the relocation of one mobility parking space. The angled parking would remain P15 and the mobility parks would be P120. The remainder of the existing P120 parking would be formalised. All surrounding businesses were consulted and only New World and The Salvation Army had concerns regarding the narrowing of the carriage way.

N Atkinson inquired about relocating the mobility park to the northwest rather than its proposed position near Paris for the Weekend. In response, K Straw explained that the decision to place it near Paris for the Weekend was made to accommodate vehicles with rear-loading access as well as there already being a mobility park located within the angled parking.

S Stewart queried what ADVT meant. K Straw noted it was the average daily vehicle tally.

T Bartle asked what amount the traffic lanes would be reduced by. K Straw confirmed the traffic lane width was currently 3.4m and would be reduced to 3.1m after the works were completed.

Moved: N Atkinson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 240819138236.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roding Committee:

- (b) **Approves** the proposed Charles Street Scheme Design as per Trim: 250114004447.
- (c) **Approves** the implementation of 6m of no-stopping, between the relocated NZ post entrance, and the existing angle parking, noting that there is insufficient space to accommodate an on-road parking space in this location.
- (d) **Notes** that the revised design retains the existing angle parking, and that the footpath width has increased, and the width of the central painted median is reduced to accommodate the wider footpath area.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the District Plan and Regulation Committee:

- (e) **Approves** the relocation of the existing mobility park to a new location in front of "Paris for the Weekend", noting it will have a length of 6.6m (the maximum we can accommodate within the constraints of the vehicle entrances).
- (f) **Approves** the implementation of "P120" parking restrictions for all parking (including the relocated mobility park) on the southern side of Charles Street, for a distance of 55m between the vehicle entrance to No. 55 Charles Street, and Tom Ayres Drive.
- (g) **Approves** the implementation of a "P120" parking restriction for the existing unrestricted mobility parking space at the western end of the angle parking outside No. 55 Charles Street.
- (h) **Notes** the "P15" parking restrictions within the extent of angle parking outside No. 55 Charles Street is currently within the Schedule of Parking Restrictions, and will remain as "P15"
- (i) **Notes** that the "P15" parking restriction for a mobility parking space may be considered unreasonable, due to the additional time mobility impaired people may require to carry out their business. Therefore, staff recommend a "P120" restriction for this parking space instead.
- (j) **Notes** that staff will update the Schedule of Parking Restrictions upon completion of the works.

- (k) **Notes** that the relocation / extension of the NZ Post vehicle entrance encroaches into the existing mobility park, and the relocation of this park results in the loss of one car-parking space as a result.

CARRIED

N Atkinson felt it was great to see this project moving forward.

S Stewart also supported the motion in its entirety.

6.2 **Consideration of request for Temporary Closure of Williams Street for Kaiapoi Anzac Dawn Service – S Maxwell (Roading Compliance Officer) and J McBride (Roading and Transportation Manager)**

C Brown stated the Board had the option to support the request to close Williams Street during the ANZAC Day Dawn Service. Issues had been raised in the past due to the noise created by mainly large trucks and buses travelling past during the service. This was not a safety issue. The sound system had also come under criticism in the past and appropriate budget was allocated to improve the sound quality.

Following a question from J Watson, C Brown clarified that the intention was that Raven Quay would still be closed for ANZAC Day due to road works.

T Bartle asked if this was due to the request of one person as closing the street would result in a major disruption. C Brown explained he was unsure how many people had complained.

N Atkinson sought clarity on the length of time the road would be close as from his experience the road could only be closed if it was for a minimum of four hours. C Brown replied there was a process that still had to go through however if the Board was not supportive of the closure, staff would not pursue the matter further.

Moved: A Blackie

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250122009850.
- (b) **Does not Support** the request to close Williams Street, between Hilton Street and Charles Street for the Kaiapoi ANZAC Dawn Service and retains the status quo and requests the bus service to be respectful when using Williams Street during the time between 6.30am and 7.30am in trying to mitigate the noise during the service.

CARRIED

A Blackie stated he had attended the service many times and did not believe the noise was a significant issue. He felt communicating to the bus service would be the best solution.

J Watson agreed with A Blackie's comments and felt with an updated sound system the problem would be mitigated.

6.3 **Norman Kirk Park and Currie Park Play Spaces, Consultation Feedback and Master Plans – Tori Stableford (Landscape Architect)**

T Stableford took the report as read and noted the Waimakariri Access Group had been consulted with and they provided largely positive feedback however requested the rubber matting be extended further throughout the play space as it improved the accessibility. This matter was also raised by the community during public consultation. The Access Group also highlighted the heights of seats and shades over seats should be taken into consideration.

T Stableford also noted targeted consultation had been undertaken with the Kaiapoi Softball Club as they were located next to the proposed Norman Kirk Park play space. The feedback was mainly positive however they noted the bark mulch tended to spread across its fields and would prefer rubber matting to be installed. T Stableford had spoken to the Council's maintenance contractors who, from their experience, found the bark mulch compressed down and only spread around one metre around the play space.

B Cairns asked how many residents were consulted. T Stableford confirmed that within the 500m radius there were around 300 residents.

B Cairns further questioned if this was a priority based on the lack of feedback. T Stableford stated Currie Park was due for renewal meaning the play equipment had to be removed and therefore it was not an option to not have a playground in the area. The proposed location provided more play opportunities with the surrounding sports field. C Brown further noted that the long term needed to be considered and currently many key major sports grounds in the district had play structures located in the area. It was a more efficient way to provide for neighbourhood parks as younger children could be entertained while older children played.

J Watson asked if there was any data on Norman Kirk Park being a place that attracted outside visitors. C Brown stated although there was no specific data there was a large motor caravan park next to the park. There was also provision in the Long Term Plan for a learn to bike park identified also in close proximity to the area which would become a destination for people within the district.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. TRIM 250205018965.
- (b) **Approves** the Norman Kirk Park Play Space Master Plan for implementation (TRIM 250205019239).
- (c) **Approves** the Currie Park Play Space Master Plan for implementation (TRIM 250205019244).
- (d) **Notes** that should there be sufficient remaining project contingency budget, staff will utilise this to decrease the amount of bark safety surface by utilising the more accessible rubber safety surface in the Norman Kirk Play Space. (TRIM 250205019239).
- (e) **Notes** that \$300,000 is allocated to this project in Councils Long Term Plan, to be spent during the 2024 / 25 financial year. The allocation includes \$191,816 from the Play Safety/Surface Equipment and \$108,184 for Non-specified Reserve Enhancements Budget and was approved by Council as part of the Greenspace Capital Work Programme in 2024.

CARRIED

J Watson highlighted this was a growth area and it would be good to attract people from other areas as well as locals.

N Atkinson was supportive of the motion and was satisfied with the location.

6.4 **Applications to the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

K Rabe noted the Outrigger Canoe Club was a new group requiring a large amount of funds. The Club had confirmed it would be buying equipment as and when money was received.

K Rabe further explained there had been concerns raised that the Silverstream Reserve and Down by the Rivers application could be considered payment for service.

Moved: N Atkinson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 241114201554.
- (b) **Approves** a grant of \$500 to the Waimakariri Outrigger Canoe Club towards the purchase of paddles and lifejackets.
- (c) **Approves** a grant of \$500 to Silverstream Reserve and Down by the River for small donations for musicians participating in the event.

CARRIED

N Atkinson stated these were both worthwhile causes. The Silverstream Residents worked hard to promote their community and he believed it was important to support them.

A Blackie was happy to support the motion. He noted he would like to give more funds however was comfortable with \$500.

B Cairns concurred with the comments made noting the Silverstream Reserve Volunteer Group were proposing to run six events in 2025.

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for November 2024 to January 2025**

- It was good to see Waitangi Day celebrations continuing in Kaiapoi and being successful.
- Garden competition prize giving was held recently, and it had been a very enjoyable event.
- Attended elderly housing project, which sounded exiting with forward thinking and would be good for Kaiapoi.
- Art on the Quay had its 10 year anniversary show. They held 97 exhibitions over the last 10 years.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 7 November 2024.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 11 November 2024.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 13 November 2024.
- 9.4 Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 30 June 2024 – Report to Audit and Risk Committee Meeting 12 November 2024 – Circulates to all Boards
- 9.5 Amended Rooding Capital Works Programme for Approval – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.6 July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.7 Eastern District Sewer Scheme and Oxford Sewer Scheme Annual Compliance Reports 2023/24 – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.8 Water Quality and Compliance Annual Report 2023/24 – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards.
- 9.9 Arohatia te Awa Programme of Works – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.10 Fee Waiver Grants Scheme Update – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.11 Aquatics November Report – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.12 Community Team Year in Review Report 2023/24 – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.13 Libraries Update from 5 September to 14 November 2024 – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.14 Oxford-Ohoka Community Board Meeting Minutes 4 December 2024.
- 9.15 Woodend-Sefton Community Board Meeting Minutes 3 December 2024.
- 9.16 Rangiora-Ashley Community Board Meeting Minutes 11 December 2024.
- 9.17 Woodend-Sefton Community Board Meeting Minutes 12 December 2024.
- 9.18 Parking Bylaw 2019 Section 155 Review Assessment – Report to Council Meeting 3 December 2024 – Circulates to all Boards
- 9.19 Adoption of Road Reserve Management Policy with Revisions - Report to Council Meeting 3 December 2024 - Circulates to all Boards
- 9.20 Health, Safety and Wellbeing Report November 2024 – Report to Council Meeting 3 December 2024 – Circulates to all Boards

- 9.21 Annual Report and audited accounts for Enterprise North Canterbury for the year ended 30 June 2024 and Promotion of Waimakariri District Business Plan Report to June 2024 – Report to Audit and Risk Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.22 School Cycle Skills Education Programme “Cycle Sense” – Report to Utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.23 Herbicide Update and Usage by Council and Contractors in 2023/24 – Report to utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.24 Rangiora Stormwater Annual Report 2023/24 and Monitoring Programme Report 2023/24 – Report to Utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.25 Approval to Enter into Agreement with Auto Stewardship New Zealand for Removal of Tyres Under the Tyrewise Product Stewardship Scheme – Report to Management Team Operations Meeting – Circulates to all Boards

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.25.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson:

- Annual Plan would be out for consultation shortly. Local Water Done Well needed to be firmed up between three territorial authorities before going out for consultation.

A Blackie:

- Representing the Council at various events.
- Sorting through various issues at Te Kohaka o Tuhaitara Trust.

T Bartle:

- Attended the briefing on housing options for red zone areas in Kaiapoi.
- Emergency Hub opening for Kaiapoi North School. Was held at school pick up time which worked very well.
- Attended Waitangi Day celebration. Was very impressed by one of the speakers.
- North Canterbury Neighbourhood Support meeting held in Hurunui.
- Gave a presentation at Kaiapoi High School for international students. It was their first day in the country.

T Blair:

- Attended Darnley Club meeting. The van driver was retiring however they had someone else lined up to take over.

B Cairns:

- Attended NZRT12 recruitment night in Rangiora.
- Attended meeting with Youth Action Advisory Group who were looking to set up a Youth Action Plan.
- Kaiapoi North School Emergency Hub opening.
- Attended Garden Competition. It was thrilling to see the images of the gardens.
- Attended Waimakariri Access Group meeting.
- Kaiapoi Museum would be updating their displays.

S Stewart:

- Greypower meeting, the ongoing concern was the Rangiora Health Hub.
- Kaiapoi Promotions Association had its first meeting of year. They were undertaking an internal strategic review. They wanted clarity on the Council's review of funding going to promotions associations.
- Attended Waimakariri Water Zone Committee meeting. Last meeting would be held in May.
- Biodiversity Trust – environmental forum being held at Mainpower stadium in March 2025.

R Keetley:

- Biodiversity Trust were working towards their strategic plan.

11 CONSULTATION PROJECTS**11.1 Libraries Survey 2024-25**

<https://letstalk.waimakariri.govt.nz/libraries-survey-2024-25>

11.2 State Highway Speed Management – Speed Reversals and Consultation Transitional Changes in 2024-25

Consultation closes 13 March 2025.

<https://www.nzta.govt.nz/safety/driving-safely/speed/state-highway-speed-management/speed-reversals-and-consultation-transitional-changes-in-2024-25/canterbury/>

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 January 2025: \$4,201.

12.2 General Landscaping Budget

Balance as at 31 January 2025: \$45,650.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

Moved: J Watson

Seconded: A Blackie

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

16.1 Notes of the Kaiapoi-Tuahiwi Community Board Briefing on Cam River – 18 November 2024

16.2 Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 27 January 2025

16.3 EV Charger Upgrade in the Ruataniwha Kaiapoi Service Centre Carpark

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Notes of the Kaiapoi-Tuahiwi Community Board Briefing on Cam River – 18 November 2024	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 as per LGOIMA Section 7 (2)(h).
16.1	Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 27 January 2025	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 as per LGOIMA Section 7 (2)(h).
16.2	EV Charger Upgrade in the Ruataniwha Kaiapoi Service Centre Carpark	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 4.58pm and concluded at 5.46pm.

Resolution to resume in Open Meeting

Moved: J Watson

Seconded: A Blackie

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

CARRIED

OPEN MEETING

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 17 March 2025 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.46PM

CONFIRMED


Chairperson

17 March 2025

Date

Workshop (5.46-5.52pm)

- *Members Forum*
 - *Submission on Speed Limit Proposed Changes*

Briefing (4.58pm-5.28)

- *Environment Canterbury Update – Fred Brooks (Northern Area Engineer)
15 minutes*

MINUTES FOR THE OXFORD-OHOKA COMMUNITY BOARD MEETING HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON WEDNESDAY, 5 MARCH 2025, AT 6.30 PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton (arrived at 6.45pm), R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader)
S Binder (Senior Transportation Engineer), T Kunkel (Governance Team Leader).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

There were no members of the public present for the public forum.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board Meeting – 5 February 2025

Moved: M Wilson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 5 February 2025, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Councillor Claire McKay – Environment Canterbury

Councillor C McKay advised that Environment Canterbury (ECan) was committed to the work programme set out in its 2024-34 Long-Term Plan. However, some of its planned work was potentially at risk due to reliance on funding from the Central Government to support other revenue. The majority of this sits within its public transport core service, which would not impact the Oxford-Ohoka Ward. There had been an increase in the uptake of transport services in the southern regions, with an increase in bus services planned for Rolleston and Darfield to the City.

Councillor McKay noted that ECan buses had been running with a flat-fare structure since July 2023. The flat-fare structure started as a two-year trial, and ECan had now agreed to continue the trial until February 2026, when a zone structure would be introduced. However, the current plan was to increase fares with the rollout of Motu Move. This structure would see adult bus travel within a district cost \$3. Travel between districts would be \$4. For example, a trip completed within Waimakariri (e.g., from Rangiora to Kaiapoi) would also be \$3; however, travelling across zones from Rangiora into Christchurch City would cost \$4.

In conclusion, Councillor McKay advised that ECan would also review its consent services fees and charges. ECan wanted to ensure that the amount people paid for consent services aligned with its Revenue and Financing Policy. To do this, the hourly charge for consent services needed to increase by, on average, 14.1% to reflect actual costs better.

Responding to a question for N Mealings, Councillor McKay explained that bus fares covered less than 12% of the cost of providing public transport; the Central Government wishes to increase the user payment to 18%. However, negotiations were still underway with the New Zealand Transport Agency (NZTA).

P Merryfield questioned ECan's reluctance to test private wells for nitrates. Councillor McKay commented that it was not ECan's role to do water testing. ECan worked closely with the Council and the National Public Health Services to provide private well owners with all the necessary information on ensuring private water supplies were safe. It was important that property owners be made aware of the possible health risks, especially E. coli.

S Barkle noted that the consent for shingle extraction in the Eyer River had expired, and the consent holder was finding it difficult to secure a new resource consent for extracting shingle upriver. Councillor McKay undertook to investigate the matter and report back to the Board. G Cleary noted that ECan had advised that further shingle extraction in the Eyer River was planned near Two Chain Road. It would also promote extraction further up in the Eyer River, and LIDAR was currently underway.

S Barkle asked if another river gauge would be installed further down the Eyer River. Councillor McKay reported that ECan staff believed there was no need for an additional river gauge downstream.

S Barkle questioned if ECan had any relevant geological data regarding the Mandeville resurgent. Councillor McKay noted that most of ECan's data was available on its website and had been shared with the Council.

5.2. **Mark Brown – Oxford Health Trust**

M Brown provided the Board with a brief update regarding the Oxford Health Charitable Trust (the Trust), which owned Oxford Health Ltd, which ran the Oxford Medical Centre. The Trust would not be redeveloping the current facility but would be developing a new medical centre in Oxford. It had investigated the possibility of acquiring land for the Ministry of Health next to the Oxford Hospital. However, the process was estimated to take approximately three years, and the trust was not prepared to delay development that long.

The Trust had agreed to purchase private land in Oxford and build a new medical centre. The Oxford Medical Centre currently served approximately 4,500 patients; over 1,600 people attended the acute clinic, which ran from Monday to Friday. So, the Trust had commenced the search for at least four hectares of land as close to Oxford as possible. It was envisaged that the new facility would have room for at least eight full-time doctors. There would also be consulting rooms for visiting specialists, such as paediatrics and training rooms. The possibility of a helipad was also being investigated.

M Brown explained that the facility would be developed in phases with a 50-year outlook. He acknowledged the community's concern regarding the deterioration of the Oxford Hospital and the loss of the end-of-life facility. The Trust had indicated that it would be willing to take over the provision of this care at its new centre to guarantee long-term stability for the residents of Oxford. The Trust was able to secure private funding and would, therefore, not require any finding from the Council. M Brown advised that the Prime contract had been reinstated, which meant a medical responder was available in Oxford for medical emergencies.

The Board congratulated the Trust on securing the funding for the new medical facility in Oxford.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Oxford-Ohoka Community Board General Landscaping Budget – K Howat (Parks and Facilities Team Leader)**

K Howat highlighted the following potential projects for the Board to consider for funding allocation from its General Landscaping Budget:

- Ashley Gorge Information Kiosk—The Ashley Gorge Reserve Advisory Group requested funding to construct an information kiosk on Williams Flat. The cost of the proposed kiosk was still to be determined.
- Mandeville Reserve Legacy Area—The Mandeville Committee wished to establish an area recognising the contribution of local families in establishing the Mandeville Reserve. The area may include seating, planting, and artwork that reflects Mandeville's history and significance.
- Mandeville Cemetery Enhancement—The Mandeville Cemetery on Bradleys Road had approximately 13 old grave sites in disrepair. A neighbouring resident was currently leasing the reserve for sheep grazing. It was proposed that the grave sites be tidied up to preserve local heritage and create a more respectful and inviting environment.
- Oxford Dog Park Shelter and Seat—The Oxford Dog Park currently had a seat, and two new seats would be installed in this financial year. However, there was no shelter, although the cost of constructing a shelter similar to those in the Milton Dog Park in Rangiora would be high. However, the Board could choose to allocate seed funding to this project, with the balance sourced via external funding.
- Railway Siding Signage - As part of the Board-funded West Eyreton Heritage Project, a railway siding sign had been installed at West Eyreton. It was proposed that railway siding signs be installed at Mandeville North, Bradleys Road, Swannanoa, and Ohoka. Signs would be built by Oxford Men's Shed and installed by a Council contractor.

S Barkle noted that the Allen family had indicated they wished to sponsor and dedicate a seat in the Oxford Dog Park to Vic Allen. V Allen had been an active member of the Oxford community for many years, including being Chairperson of the Oxford Ward Advisory Group, a member of the Pearson Park Advisory Group, and the Oxford Promotions Action Committee. V Allen had been a keen supporter of the establishment of the Oxford Dog Park. The Board agreed that a seat in the Oxford Dog Park should be dedicated to V Allen. K Howat was requested to work with the Allen family to decide where the seat should be located.

T Robson noted that the Board had previously funded the plating of wildflowers on the unmarked graves in the Oak Reserve. There had been some discussion in the community about the reasons for the planting. He suggested erecting signage to recognise the area as part of the planned signage for the Oxford Dog Park.

S Barkle enquired if the Council was aware of the private individuals planting at the edges of the drainage pond at the corner of Dawson and Ward Roads in Mandeville. The same private individuals wished to beautify a neglected Council walkway between Ward and Tram Road. S Barkle noted that there seemed to be a dedicated community group that, with support from the Board's Landscaping Budget, could create a unique area for all to appreciate. K Howat undertook to investigate the matter and report to the Board at a subsequent meeting to allow for the possible allocation of the Landscaping Budget.

M Brown expressed concern that the Council contractor removed and damaged some plants at The Oaks Reserve in West Eyreton, which was previously funded from the Board's Landscaping Budget. The contractor also removed a large Pine tree, and M Brown was worried about the effect of the removal of the tree on the remaining plants. G Cleary confirmed that if a Council contractor damaged the plants, the Council would replace them.

N Mealings advised that she had received a request to landscape the road reserve area in the Mandeville Park Drive 'circle road'. G undertook to look into the matter and reported it to the Board at a subsequent meeting.

Regarding the proposed Railway Siding Signage, T Fulton noted that the Ohoka Station was actually called the Wetheral Station, as it serviced the flour mill at Wetheral (Evans Mill) until the early 1960s.

Moved: T Fulton

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250220028257.
- (b) **Notes** the Board currently has \$27,083 available to allocate to general landscape projects within the Oxford Ohoka ward from the Board's General Landscaping Budget (PJ 101052.000.5223).
- (c) **Approves** the allocation of \$5,000 towards an information kiosk at Ashley Gorge Reserve.
- (d) **Approves** the allocation of \$5,000 to establish a legacy area at Mandeville Sports Centre to recognise the input of local families in establishing the Mandeville reserve and pavilion.
- (e) **Approves** the allocation of \$5,000 to develop a native panting area and enhance the gravesite area.
- (f) **Approves** the allocation of \$3,000 towards installing a further three railway siding signs at historical railway sites.
- (g) **Approves** the allocation of \$6,000 as seed funding for installing a shelter, seating, and signage to recognise the area planted with wildflowers at Oxford Dog Park.

CARRIED

Public Excluded Report 17.1 was taken at this time. However, the order of the agenda was retained in the minutes to mitigate confusion. Therefore, in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, the public was excluded from the Board meeting from 7.20pm to 7.30pm.

7.2. Changes to the Appointment of the Oxford-Ohoka Community Board Representative to the Landmarks Committee – K Rabe (Governance Advisor)

T Kunkel advised that M Brown was appointed the Board's representative to the Landmarks Committee in September 2024. However, the Landmarks Committee meetings were held during business hours, and M Brown was unable to attend. Therefore, the Board was requested to appoint a new representative to the Landmarks Committee.

T Fulton noted that the Landmarks Committee was created to recognise buildings, sites, and locations of historic significance within the Waimakariri District. Currently, there were statutory changes in the way landmarks were being dealt with. There also seemed to be a revitalisation in the preservation of historic buildings. He was the Council's representative on the Committee and would be willing also to represent the Board.

M Brown observed that plaques could only be awarded to buildings, sites, and locations on the Waimakariri Heritage List. He expressed his frustration that there were not many such places in the Oxford-Ohoka Ward.

Responding to a question from N Mealings, T Fulton explained that the historic places had to be in the Rangiora, Kaiapoi, or Oxford town centres. A few landmark locations were identified in Oxford; however, most seemed to be in Rangiora and Kaiapoi.

Moved: N Mealings

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250128013071.
- (b) **Accepts** M Brown's resignation as the Board's representative and liaison person to the Landmarks Committee.
- (c) **Approves** the appointment of Board Member Tim Fulton as the Board representative and liaison person to the Landmarks Committee until the end of the term in October 2025.
- (d) **Thanked** M Brown for his work on the Landmarks Committee.

CARRIED

N Mealings supported the motion, noting that it would make sense for T Fulton to also represent the Board, given his interest in and knowledge of Waimakariri history. He already served on the Landmarks Committee.

7.3. Approval of the Updated Oxford-Ohoka Community Board Plan 2022-25 – K Rabe (Governance Advisor)

T Kunkel thanked the members who contributed to the 2025 Board Plan. She noted that the meeting dates and venues in the plan would be updated before it was published.

N Mealings noted some minor changes in the list of people who addressed the Board in the public forum. Also, there were three photos of Wolffs Road Suspension Bridge, and it was suggested that other photos be considered.

Moved: M Brown

Seconded: N M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250130014976.
- (b) **Approves** the updated Oxford-Ohoka Community Board Plan 2022-25 (Trim: 230222024481).
- (c) **Authorises** the Chairperson to approve the final version of the updated Oxford-Ohoka Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for February 2025

Moved: T Fulton

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 10 February 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 February 2025.
- 10.4. Parking Management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.5. Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 10.6. Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.7. Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 10.8. Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 10.9. Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.10. Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 10.11. Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 10.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

S Barkle noted that she attended the Wolffs Road Suspension Bridge meeting

Moved: R Harpur

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.12.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

R Harpur

- Waimakariri Access Group – Accessibility Training would be held on Thursday, 13 March 2025.
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Mandeville Sports Club meeting on 25 February 2025 – The Board would be developing a Long-term Plan for the next five years. The Board would use the plan to enter into a discussion with the Council about the projected growth in the area.
- Attended the Mandeville Ohoka Rural Drainage Advisory Group meeting on 27 February 2025 – There was much discussion regarding the maintenance of the drains.

P Merrifield

- Attended the Wolffs Road Suspension Bridge meeting
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Grey Power meeting – Noted that the abuse of staff from older people was increasing. It was anticipated that the rollout of Motu Move would confuse the elderly.
- Attended the Rangiora-Ashley Community Board meeting regarding the use of the Oxford Football Club using the Cust domain.

T Fulton

- North Canterbury Neighbourhood Support—The General Manager worked closely with Civil Defence, Community Emergency Hubs, good neighbourliness, and security. So, her role was being redefined to ensure support and more structure. The establishment of a new support group in Oxford had been mentioned, but no information was available yet.
- Attended the Wolffs Road Suspension Bridge meeting—it would now be called the Wolffs Footbridge. The meeting was positive, and an incorporated society, the Wolffs Footbridge Restoration Group, was established to lead the restoration project. The Group would meet on Monday, 10 March 2025.
- Oxford Health and Fitness Centre – The extension was almost completed, and the official opening would be held on Friday, 2 May 2025.
- Trail signage—An Oxford landowner approached him about linking existing Oxford walking trails into Leeds Vally and increasing public awareness of Oxford trails. He did not believe that it would be costly just to ask farmers and property owners to make their properties more accessible to hikers.

T Robson

- Attended the Wolffs Road Suspension Bridge meeting
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Oxford Promotions Action Committee (OPAC) meeting, working with other groups in Oxford to promote Oxford.

- Attended the Ashely Gorge Family Fun Gala on 6 February 2025, which was very well attended and enjoyed by all.
- Attended the Oxford Community Trust meeting – Discuss how to assist OPAC and upcoming events.

N Mealings

- Attended:
 - A Council Briefing and meeting with residents on 11 February 2025.
 - Property Portfolio Working Group meeting and Council Briefing on 13 February 2025.
- Attended a Towards Pest Free Waitaha (TPFW) joint meeting on 14 February 2025 - TPFW was an extension of Pest Free Banks Peninsula that was looking at achieving landscape-scale biodiversity gains through working together with groups across the Greater Christchurch and the Waimakariri District.
- Attended the Social Services Waimakariri Hui on 17 February 2025 - A bi-monthly meeting of social service providers in the Waimakariri District.
- Attended an audiovisual meeting with the new South Island Minister, the Honourable James Meager -The Minister would have input into all issues affecting the South Island. He spoke about his various portfolios and, correspondingly, his areas of focus, such as balancing hunting and fishing with pest management in sensitive areas, youth education and employment and how to continue the momentum of the Mayor's Taskforce for Jobs with funding coming to an end, energy production and water storage, and how to maintain transport connectivity with road, rail, coastal shipping and aviation to ensure regional reliability and resilience.
- Attended a Council Workshop on 18 February 2025.
- Attended an Alcohol and Drug Harm Prevention Steering Group meeting on 19 February 2025 – The Council's Local Alcohol and Smokefree Policies were coming up for review. The Steering Group's action plan was also being reviewed.
- Attended the Joint Community Board Session and the Rangiora Link Road Drop-in Session on 19 February 2025.
- Attended the joint Council and Ohoka-Mandeville Rural Drainage Advisory Group meeting on 20 February 2025 - Meeting for the Council to get the views of the Advisory Group regarding the proposed Mandeville Resurgence Upgrade project
- Attended the Mandeville Sports Club Project meeting on 21 February 2025 - Greenspace was updating the Club's concept plan for the reserve, so it held a meeting with staff and the Board to gather information about current use, future aspirations, gaps, etc.
- Attended:
 - Community Wellbeing North Canterbury Trust Board and Mandeville Sports Club Board meetings on 24 February 2025.
 - Utilities and Roading Committee and Community and Recreation Committee meetings on 25 February 2025.
 - A Waimakariri Youth Council meeting on 25 February 2025. – The Council was looking for new applicants.
 - Ohoka-Mandeville Rural Drainage Advisory Group meeting on 27 February 2025
 - A Council meeting on 4 March 2025
 - Solid and Hazard Haz Waste Working Group meeting on 5 March 2025

M Wilson

- Attended the Ashely Gorge Family Fun Gala on 6 February 2025, which was very enjoyable.
- Attended the Ohoka Residents Association meeting on 10 February 2025. The Association's constitution was being updated, and the association made a submission on the fast-tracking of Plan Change 31. The community concern regarding the proposed Plan Change was very high.
- Attended the Waimakariri Health Advisory Group meeting
 - Rachel Pickles was appointed as the new independent Chairperson.
 - Awanui Labs explained that their facilities in Kaiapoi had been intermittently closed due to staff shortage.
 - Also, there had been a whooping cough outbreak in North Canterbury.
 - Concerns were raised regarding the new Vape store in Rangiora.
- Attended the Joint Community Board Session and the Rangiora Link Road Drop-in Session on 19 February 2025.
- Attended an Alcohol and Drug Harm Prevention Steering Group meeting on 19 February 2025.

M Brown

- Attended the Rangiora-Ashley Community Board meeting regarding the use of the Oxford Football Club using the Cust domain. – The users seemed to be moving to a mutual understanding of using the Cust Domain.
- Attended the Oxford Promotions Action Committee (OPAC) meeting, which focused on redefining OPAC's role in promoting Oxford. The lack of business owners attending OPAC meetings was concerning. It was clear that OPAC's current strategy was not working, and the successful promotion of Oxford, therefore, needed to be reconsidered.

12. CONSULTATION PROJECT**12.1. Let's Talk about Parking**

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-parking>

The consultation would close on Wednesday, 12 March 2025.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE**13.1. Board Discretionary Grant**

Balance as at 28 February 2025: \$2,102.

13.2. General Landscaping Fund

Balance as at 28 February 2025: \$28,010.

The Board noted the funding update.

14. **MEDIA ITEMS**

T Robson confirmed that the Swannanoa Fair had been promoted on the Board's Facebook page. He would also be posting photos on the day of the fair.

P Merrifield noted that the historic signage of the West Eyreton railway had been published on the Board's Facebook page.

S Barkle suggested that the establishment of Wolffs Footbridge Restoration Group, be published on the Board's Facebook page.

15. **QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

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 was moved:

Moved: S Barkle

Seconded: M Brown

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

17.1 Upgrade EV Charger Upgrade in the Pearson Park Carpark

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-
17.1	EV Charger Upgrade in the Pearson Park Carpark	Good reason to withhold exists under section 7	To protect information where making it available would disclose a trade secret, as per LGOIMA Section 7 (2)(b(i)).

CLOSED MEETING

The public-excluded portion of the meeting was held from 7.20pm to 7.30pm.

Resolution to resume in Open Meeting

Moved: M Brown

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Approved** the open meeting resuming, and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED**OPEN MEETING****17.1 EV Charger Upgrade in the Pearson Park Carpark - V Thompson (Senior Advisor Business and Centers)**

Moved: T Robson

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250204017768.
- (b) **Approves** Option One which accepts Meridian's proposed upgrade of the remaining 22 Kw AC Charger on Council land at Pearson Park carpark to a high-capacity DC fast charger, and the proposed extension to the existing Operational Term.
- (e) **Notes** that the body of this report is public excluded in accordance with Section 7, 2b (i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information where the releasing of it would disclose a [Meridian] trade secret. But recommendations (a), (b) and (e) can be released publicly.

CARRIED**Resolution to resume in Open Meeting****NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board was scheduled for 6.30pm, Wednesday, 2 April 2025, at the Ohoka Community Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8.30PM.

CONFIRMED

Chairperson_____
Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE SEFTON HALL, 591 UPPER SEFTON ROAD, SEFTON, ON TUESDAY, 11 MARCH 2025, AT 5.30PM.

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson), B Cairns, I Fong, R Mather, R Redmond and A Thompson.

IN ATTENDANCE

Mayro D Gordon.

K LaValley (General Manager, Planning, Regulation and Environment), B Dollery (Biodiversity Team Leader), G Stephens (Design and Planning Team Leader), V Thompson (Business and Centres Advisor), C Taylor-Claude (Parks Officer) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: B Cairns

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Received** and sustained an apology for lateness from I Fong who arrived at 5:41pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 10 February 2025

Moved: M Paterson

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board Meeting held on 10 February 2025.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 10 February 2025

Moved: R Mather

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshop held on 10 February 2025.

CARRIED

4 **DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

Nil.

5 **ADJOURNED BUSINESS**

Refer to Public Excluded Agenda.

6 **REPORTS**

6.1 **Waikuku Beach Pond Enhancements – B Dollery (Biodiversity Team Leader)**

B Dollery provided an update on the ongoing ecological enhancement works of the Waikuku Beach Pond. Enhancement works were ongoing, and it was hoped that infill planting and environmental signage could be installed in autumn 2025. It was proposed that, alongside the agreed enhancement works, pollinator patches with environmental interpretation be created in the wider Waikuku Beach Central Area Reserve using the Natural Environment Strategy budget. Staff would, therefore, like to trial some pollinator patches at the Waikuku Beach pond site, which would be designed by Delta with a wooden border so that the grass could still be mowed.

R Mather questioned if specific locations had been identified at the Waikuku Beach pond site where these pollinator patches would be installed. B Dollery noted that the trees near the playground it would be best placed for the pollinator patches.

Responding to A Thompson's question, B Dollery commented that, aside from the biodiversity benefits, staff believed the installation of the pollinator patches had educational value. Signage was suggested to enhance the nature connections.

B Cairns asked if children or local schools would be asked to assist with the planting at the Waikuku Beach Pond. B Dollery explained that a Ranger would do the planting around the pond due to health and safety concerns.

B Cairns enquired if the Council would be providing Education Programmes at the Waikuku Beach Pond. B Dollery noted that she had not been in touch with any schools; however, she could investigate the possibility of involving Enviroschools.

Moved: R Mather

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250204018369.
- (b) **Approves** the installation of biodiversity enhancements in the Waikuku Beach Pond reserve area funded through the Natural Environment Strategy.
- (c) **Notes** enhancement works are ongoing, utilising the \$5,000 budget available from the ZIPA fund and \$3,000 allocated from the Community Board's landscaping budget.
- (d) **Notes** that the design of the panels for environmental interpretation will be undertaken by the Greenspace team with designs approved by the Board prior to installation.

CARRIED

R Mather commented she loved the idea of installing pollinator patches and looked forward to seeing the results. She, therefore, supported the motion.

A Thompson also supported the motion, noting that it was excellent to see a small initiative being capitalised to enhance the project.

S Powell believed that the Waikuku Beach Pond was a good place to trail the pollinator patches. She commended the staff for starting with little funding and creating a fantastic project.

6.2 **Waikuku Beach Volleyball Court Consultation Results – C Taylor-Claude (Parks Officer)**

C Taylor-Claude spoke to the report, noting approval was being sought to consult the community on the installation of a volleyball court at Waikuku Beach on either side of the carpark at the surf club. This consultation results could be incorporated into the Waikuku Beach Spatial Plan, which would be submitted to the Board for consideration in April 2025. Previous consultation undertaken in 2024 revealed support for a volleyball court somewhere in Waikuku Beach; however, the feedback revealed that a location other than the North Oval was preferred.

Moved: M Paterson

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250226031487.
- (b) **Approves** staff carrying out consultation on the installation of a beach volleyball court in locations one and two, as seen in Trim No. 250225030683.
- (c) **Notes** that installing a volleyball court in Waikuku Beach is a supported activity under the Waikuku Beach Reserve Spatial Activity Plan.
- (d) **Notes** that the Spatial Activity Plan was publicly consulted on with the community in November 2022 and approved by the Community Board in February 2023.
- (e) **Notes** that the construction of the beach volleyball court will be carried out by the community and overseen by Greenspace staff as this is a community-driven project. The volleyball court will be constructed once enough funds have been attained.
- (f) **Notes** that the project is to be funded entirely by the community through fundraising and donations. The cost for the posts/ net is expected to be under \$5,000, and the sand is planned to be donated. Any other landscaping costs are expected to be minimal as this would be done by qualified volunteers, and any materials needed would be donated.
- (g) **Notes** the community intend to gift the volleyball court to the Council once it is constructed. The Council would then assume responsibility for the court before its ongoing maintenance and depreciation.
- (h) **Notes** the maintenance of the asset is estimated to be \$1,007.16 annually. This will be covered under existing Greenspace maintenance budgets.

- (i) **Notes** that a report will be brought back to the Community Board, detailing the consultation results, and seeking approval of installation if appropriate. This will include the timeline for installation, design, materials, construction method and any associated costs, along with the ongoing maintenance plan and cost.
- (j) **Notes** that in February 2024, the Woodend-Sefton Community Board approved Council staff to consult with the community to install a beach volleyball court in the North Oval and consultation was carried out in May 2024.
- (k) **Notes** that there were 20 people who responded to the survey, with nine people (45%) in favour of a volleyball court in the North Oval, five people (25%) against a volleyball court anywhere in Waikuku Beach, and six people (30%) who were supportive of a volleyball court providing it was in a different location.
- (l) **Notes** that should the volleyball court go ahead, resource consent from Waimakariri District Council will be required before works go ahead.
- (m) **Notes** that staff do not expect flooding to be a major issue for the proposed areas, but Greenspace staff will work with 3 Waters staff about drainage mechanisms for the area.

CARRIED

M Paterson supported the public being consulted about the proposed location of the volleyball court in Waikuku Beach.

B Cairns noted that it was a well-written report. He thought the advantage of a volleyball court was that anyone could play volleyball. Therefore, he was in favour of public consultation.

P Redmond concurred with the previous speakers and also supported the motion.

6.3 **Pegasus Youth Space Options – Approval to Undertake Consultation – G Stephens (Design and Planning Team Leader)**

G Stephens highlighted the three options for the Pegasus Youth Space, which the public would be consulted on. He advised that due to the negative feedback regarding the noise generated by the flying fox in Ohoka, the Council had worked with its supplier to identify a new, quieter mechanism for the flying fox proposed at the Maungatere Reserve. G Stephens noted that the Youth Council and the Youth Action Plan Advisory Group had been consulted in compiling the proposed options

R Mather questioned if any activities were planned for at the Hurunui Reserve. G Stephens explained that most of the current active courts in Pegasus, such as half basketball and tennis courts, were located in the southern end of Pegasus. Hence, the Maungatere or Hurunui Reserve was being considered for the development of an active court.

R Mather commented that housing would be developed on the large block of land beside Waitaki Reserve. G Stephens noted that staff were aware of the proposed development. It was hoped that the proposed youth space in the Waitaki Reserve would be developed before the residential development. Then, potential homeowners would know what youth infrastructure was available in the area.

R Mather noted that many elements were being planned for the small wheel areas. She questioned whether it would not be easier to fit all the elements around Pegasus Lake rather than along the greenway. G Stephens advised that a problem with developing small wheel areas along the lake was that some of the houses were very close to the lake, and staff anticipated some sensitivity around that.

A Thompson asked if the consultation document would specify the activities proposed under each option. G Stephens confirmed that the consultation document would highlight all the proposed activities. It would also include a section where people could list activities, they believed the Council had not considered.

Moved: P Redmond

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No.250225030706.
- (b) **Approves** staff undertaking consultation to determine the preference of the wider community for the Pegasus Youth Space between Option One (Dedicated Skate Area), Two (Three Way Split, Rakahuri, Maungatere and Lakeside) or Three (Three Way Split – Rakahuri, Maungatere and Greenway).
- (c) **Notes** that The Pegasus Youth Space has been allocated \$192,515 in the Council's 2024/34 Long Term Plan and that any of the three options could be achieved within this budget.
- (d) **Notes** that staff have undertaken consultation with the local Pegasus youth to determine what a youth space in Pegasus might look like.
- (e) **Notes** that staff have used the feedback along with a review of current youth provision within Pegasus to create three options for the Pegasus Youth Space for consideration by the Board and the wider community.
- (f) **Notes** that staff will collate the feedback received and provide this to the Board in a later report along with a concept plan with recommendations for the development of the Pegasus Youth Space.

CARRIED

P Redmond commented that approximately 500 kids in Pegasus were between 12 and 24. He thought the options being proposed were well thought-out and exciting. He noted that it was difficult to engage with the youth to ascertain what they really wanted. He was pleased that staff had picked up that there was a risk of the consultation with the wider community overshadowing the views of the youth.

R Mather commented that it was a good report with great ideas, and she was looking forward to what the public had to say about the proposals.

S Powell noted that it was good to see progress in the development of youth spaces. A group of young people travelled by bus into Christchurch for school, she suggested that staff figure out how to consult them as well.

In his right of reply, P Redmond commented that a letter drop could be a way to spread the word.

6.4 **Approval of the updated Woodend-Sefton Community Board Plan 2022-25 – K Rabe (Governance Advisor)**

C Fowler-Jenkins took the report as read.

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250130014997.

- (b) **Approves** the Woodend-Sefton Community Board Plan 2022-25 (Trim: 230301028039).
- (c) **Authorises** the Chairperson to approve the final version of the updated Woodend-Sefton Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairpersons Report for February 2025

Moved: S Powell

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250305036107).

9 MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 February 2025.
- 9.4. Parking Management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.5. Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.6. Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.7. Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 9.8. Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.9. Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.10. Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 9.11. Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

9.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Moved: I Fong

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

B Cairns

- Recent Food Secure North Canterbury meeting—organising a forum to follow up on the last event relating to food security in times of emergency. Kaiapoi Food Bank provided 71 boxes of food in February 2021, and in February 2025, 219 boxes were handed out.
- Pegasus Residents Group Inc. fun day was well attended. They received a small amount of funding for promotion from Enterprise North Canterbury.
- At the monthly Pegasus Residents Group Inc. meeting, they reviewed submissions on both the speed limit increase and Environment Canterbury bus fare changes. A golf tournament was proposed for October 2025.
- Ronel's Cuppa had St John present three steps to life.
- Attended NZRT12 recruitment drive night
- Waimakariri United Football held a weekend master's tournament, bringing teams from all over the south island.
- Attended a Road Safety meeting where it was discussed changes to speeds around schools.
- Kaiapoi Food Forest – conducted Open Farm Tours where 293 people attended.
- The Rangiora Volunteer Expo at the Rangiora RSA was well attended. The Woodend Volunteer Expo would be held on 21 March 2025
- At a recent Community and Recreation Committee meeting, a deputation about Natural Burials was held, and staff would come back with a report.
- Waimakariri Public Arts Trust had created a public arts trail, which would go live soon.
- Last week, staff hosted a delegation for the Solomon Islands.
- Waghorn's was planning on hosting their annual Tradie Breakfast, and it looks like they have secured the likes of John Kirwan to talk.
- C Garlick had purchased an old school in Rangiora and had revamped the site into housing units.
- The Next Steps website had an excellent feature that translated the entire site into a huge number of different languages.
- Waimakariri Access Group were holding their training day this Thursday.
- Solid Waste Working Party meeting: A review of the delivery of solid waste services in 2026 that would consider larger waste bins was held.
- Enterprise North Canterbury hosted its North Course promo, with local foodies selling meals that contain local produce. In July, they would be going to run "Pie July."

M Paterson

- Gladstone Park lights were being installed on Thursday 13 March 2025. They had been vandalised which resulted in the project being delayed. They did have insurance and hoped that would cover the cost.

P Redmond

- Interesting statistics on current population estimates were presented at the Waimakariri Health Advisory Group meeting. The Waimakariri District was below the deprivation index and had below-average mental health referrals; however, youth referrals were higher than the national average.
- Local Government Rural and Provincial meeting: The Mayor of New Plymouth stated that 14% of their roading spend was represented by temporary traffic management costs. The Waimakariri District's was around 12%. Traffic management had changed in the last 12 months.

A Thompson

- Traffic into town for commuters had notably changed.

11 CONSULTATION PROJECTS**11.1 Let's Talk About Parking**

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-parking>
Consultation closed on Wednesday, 12 March 2025.

11.2 Environment Canterbury Draft Annual Plan

<https://haveyoursay.ecan.govt.nz/hub-page/annualplan2526>
Consultation closed on Thursday, 3 April 2025.

The Board noted the consultation projects.

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 January 2025: \$3,425.

12.2 General Landscaping Budget

Balance as at 31 January 2025: \$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

Nil.

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

Moved: S Powell

Seconded: I Fong

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

16.1 Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 10 February 2025

16.2 Meridian EV Charges Upgrade in Woodend Community Centre Carpark

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
16.1	Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 10 February 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).
16.2	EV Charger Upgrade in the Woodend Community Centre Carpark	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CLOSED MEETING

The public excluded portion of the meeting commenced at 6:43pm and concluded at 6:51pm.

OPEN MEETING**16.2 EV Charger Upgrade in the Woodend Community Centre Carpark – Vanessa Thompson (Senior Advisor Business and Centres)**

Moved: P Redmond

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250226031985.
- (b) **Approves** Option One, which accepts Meridian's proposed upgrade of the remaining 22 Kw AC Charger on Council land at the Woodend Community Centre to a high-capacity DC fast charger, and the proposed extension to the existing Operational Term.

- (e) **Notes** that if the proposed upgrade is not preferred, then Meridian will replace the current AC charger with a newer AC version not reliant on 3G, and this upgrade would fall within the allowed 'maintenance' clause within the existing Access Licence Agreement.
- (g) **Notes** that the body of this report is public excluded in accordance with Section 7, 2b (i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information where the releasing of it would disclose a [Meridian] trade secret. But recommendations (a), (b), (e) and (g) can be released publicly.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Tuesday 15 April 2025 at the Waikuku Beach Hall, Park Terrace, Waikuku Beach.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 6:51PM.

CONFIRMED

Chairperson

Date

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 12 MARCH 2025 AT 7PM.

PRESENT

J Gerard QSO (Chairperson), K Barnett (Deputy Chairperson), R Brine, I Campbell, M Fleming, L McClure, B McLaren, J Ward, and P Williams.

IN ATTENDANCE

Mayor D Gordon, P Merrifield (Oxford-Ohoka Community Board)

S Hart (General Manager Strategy Engagement and Economic Development), K Howat (Parks and Facilities Team Leader), G MacLeod (Greenspace Manager), G Stephens (Design and Planning Team Leader), K Waghorn (Solid Waste Asset Manager), S Morrow (Rates Officer – Property Specialist) T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer)

Two members of the public were present.

1. APOLOGIES

Moved: P Williams

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** and sustains apologies for absence from J Goldsworthy, M Clark and S Wilkinson.

CARRIED

2. CONFLICTS OF INTEREST

Item 6.4 – L McClure declared a conflict of interest for the Discretionary Grant application from the Rangiora Volunteer Fire Brigade.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 12 February 2025

Moved: K Barnett

Seconded: B McLaren

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 12 February 2025.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising from the minutes.

4. **DEPUTATIONS AND PRESENTATIONS**

4.1. **Northbrook Reserve Food Forest – B Cairns**

B Cairns congratulated the Board on including food security in the Community Board Plan and appreciated L McClures' initiative in moving this project forward. He tabled a proposal (Trim 250321048461) to create pocket forests in Northbrook Reserve to soften the hard concrete areas and appeal to those using the picnic area. Several residents within the area had also indicated an interest in assisting with a Food Forest. B Cairns felt this was only the beginning, and if success was shown in this neighbourhood, the Food Forests would expand to other areas.

J Ward questioned who would prepare the ground and provide the plants. B Cairns noted that little ground preparation would be needed, i.e., simply digging a hole to plant the fruit tree. Once it was planted, cardboard would be laid around the tree and covered with large volumes of mulch. The only thing the Council would be asked to provide would be the mulch. He suggested asking residents to donate cardboard and promised to donate the first few trees to aid in getting the Food Forest started.

K Barnett asked if the Board could come to B Cairns for advice on setting up Food Forests in different areas. B Cairns confirmed that he was happy to investigate any other areas where the Board or community wanted to set up a Food Forest.

M Fleming wondered if the Board could use its Landscaping Budget to purchase trees for the Food forest. J Gerard noted a workshop was being held after the meeting to discuss the Board's Landscaping Budget.

Moved: L McClure

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Requests** staff provide a report to the Board on the next steps required for setting up a Food Forest in Northbrook Reserve.

CARRIED

5. **ADJOURNED BUSINESS**

5.1. **Cust Domain Football Proposal – K Howat (Parks and Facilities Team Leader)**

K Howat stated that this report was laid on the table to enable staff to consult further with the Cust Domain Advisory Group. Any updated information was within the report, so he took it as read.

P Williams questioned if the toilet facilities would be sufficient to meet the needs of increased user numbers. K Howat confirmed the toilet system had a 3000L septic tank with a soakaway system to drain off fluid, allowing the effluent level to remain constant. A recent assessment confirmed that the proposed increased visitor numbers would not place a strain on the capacity of the system. Notably, this review marked the first inspection of the tank since the 2011 earthquakes, revealing it to be well below capacity. As a precaution, the tank was emptied during the review to ensure it remained within its operational limits. Furthermore, most weekends were projected to host only a single game at the site, meaning any increase in usage would be minimal.

M Flemming suggested that the Mandeville Domain may be a more suitable location for the Oxford Football Club to establish an additional field. K Howat explained that the Mandeville Domain did have space; however, the area was undeveloped, and the set-up cost would, therefore, be much higher. G MacLeod noted that the Mandeville Sports Club

was updating its Concept Plan and was investigating various options which may include football in the future, as it was a growing sport in the district.

B McLaren sought clarity on why the Oxford Football Club would no longer be paying the full cost of upgrading the lighting at Cust Domain. K Howat advised that the Club had extensive electrical engineering expertise and was willing to cover the majority of costs; however, they had asked the Council to cover the cost of trenching. Following internal discussion with staff, it was decided that Greenspace would be able to cover those costs as there was a benefit to the Council.

Moved: K Barnett

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250226031848.
- (b) **Approves** the installation of a second senior field at Cust Domain.
- (c) **Approves** the upgrade of the existing light pole by the Oxford Football Club on a cost-share basis with the Council.
- (d) **Notes** that the existing lighting structure is reaching the end of its operational life and that Oxford Football Club has agreed to contribute towards the movement and replacement costs of the existing pole and meet all electrical costs associated with the upgrade.
- (e) **Notes** that the existing light system is insufficient for night training, and an upgraded light pole would also benefit the Council for security on existing buildings and potential future user groups.
- (f) **Notes** that a user guide will be developed between the Cust Domain Advisory Group and all user groups to establish clear expectations for respectful, fair and collaborative use of the Domain, and to ensure that impacts of informal users would be minimal.
- (g) **Notes** that a review of all user groups will be carried out with the Cust Domain Advisory Group at the end of the football 2025 season to identify any issues or concerns, with a report to the Community Board on the outcome of the review.
- (h) **Notes** that a review will be carried out for the Terms of Reference for Cust Domain Advisory Group to clarify the groups' role, responsibilities and operating guidelines and to ensure representation for all user groups.
- (i) **Notes** that there is limited parking available at the domain; however, any overflow parking could be accommodated in the adjacent paddock or in the domain to the west of the carpark, which would be weather dependent.

CARRIED

P Williams Abstained

K Barnett noted that extensive discussions had taken place regarding this report. She emphasised that the key issue had not been the designation of the area as a sports park but rather the types of sports that were appropriate for the location. The Cust community had historically viewed the Cust Domain as an informal sports ground, so the prospect of introducing several formal football fields had caused significant concern among residents. Following a discussion with the Cust Domain Advisory Group, the Council, and other user groups, a reasonable compromise was reached. Relocating one of the two football fields farther from the equestrian facility would benefit young and inexperienced horses and riders, particularly given that the Cust Equestrian Centre was not a formal pony club. K Barnett also acknowledged concerns about the potential increase in formal sports usage of the Cust Domain due to its location in a river valley prone to regular flooding, with Mill

Road typically becoming inaccessible during winter. This had made the grounds unsuitable for formal winter sports on a consistent basis. She expressed satisfaction that a review involving all user groups would be conducted to ensure the arrangements were functioning effectively.

B McLaren believed community facilities should be available for everyone; however, the thought and effort put into the consultation feedback by submitters was very persuasive. He felt laying the report on the table at the previous meeting was the right call, as this topic needed further thought. He was very comfortable supporting the new motion, as all groups had their points of view considered.

P Williams highlighted his concern regarding the septic tank, noting that if it needed to be emptied more regularly, the maintenance costs would be much higher.

J Gerard supported the motion, stating it was sensible and provided a good outcome. He acknowledged laying the report on the table at the previous meeting was the correct decision. He also did not feel the increase in people would be significant enough to cause any issues with the septic tank.

6. REPORTS

6.1. Proposed Early Collection Area: Percival, Victoria and Murray Streets, Rangiora – K Waghorn (Solid Waste Asset Manager)

K Waghorn took the report as read.

K Barnett raised concern that no consultation had been undertaken with the affected residents as it was not always possible in the area to leave bins out overnight due to vandalism. K Waghorn stated that rubbish bags left on the curb overnight could be damaged by roaming animals; however, there had been no reports of vandalism in the area.

J Gerard asked if the extension of collection in other areas of Rangiora was being considered. K Waghorn confirmed it would be considered through the Waste Minimisation Plan that was currently being reviewed.

Responding to P Williams' question, K Waghorn clarified that noise constraints were dealt with through the Resource Management Act of 1991. Noise was not allowed to exceed 70 decibels before 7 a.m.; however, it was hard to measure the sound produced by the collection trucks.

Moved: B McLaren

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250218025857.
- (b) **Supports** the proposal to bring the collection time forward in Victoria, Percival and Murray Streets to make collections in this area more efficient and effective.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (c) **Approves** designating the following streets as "Early Collection Streets":
 - i) Victoria Street from No. 7 to 59, between Northbrook Road and Queen Street.
 - ii) Percival Street from No. 69 to 119A, between Victoria Street and Queen Street.

- iii) Murray Street from No. 1A/2 to No. 35, between George Street and Queen Street.
- (d) **Notes** that these collections would not start earlier than 6:30 am and are more likely to commence at 6:45 am.
- (e) **Notes** that the school, residents and residential facilities in these streets will be notified about the change in collection times at least one week in advance of the change in the collection time.

CARRIED

B McLaren liked that this change would make collections more efficient and effective and did not believe this would cause significant change in people's lives.

6.2. Road Naming – Cambridge Blue Developments Limited (70 Oxford Road, Rangiora) – S Morrow (Rates Officer – Property Specialist)

S Morrow advised that approval was being sought for two road names at a property currently known as 70 Oxford Road, which had been subdivided into approximately 16 new lots. The proposed roads would be private right-of-ways, and both names were on the Board's preapproved road name list.

Moved: P Williams

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250224029910.
- (b) **Approves** the following proposed road names for new private Right of Ways shown as Roads 1 and 2 on the attached plan (Trim: 250220028131).
 - 1. Rowland Place (Pvt).
 - 2. Horton Place (Pvt).

CARRIED

B McLaren noted that selecting names from the Board's Preapproved Road Name List for Rangiora was an effective use of time.

6.3. Road Naming – Cambridge Blue Developments Limited (79 River Road, Rangiora) – S Morrow (Rates Officer – Property Specialist)

S Morrow noted there would be approximately 22 lots, and both roads would be public roads vested in the Council. Both proposed names were selected from the Board's Preapproved Road Name List for Rangiora.

Moved: B McLaren

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250225030621.
- (b) **Approves** the following proposed road names as shown as Roads 1 and 2 on the attached plan (Trim. 250224029954).
 - 1. Blundell Place.
 - 2. Galloway Place.

CARRIED

B McLaren again noted that selecting names from the Board's Preapproved Road Name List for Rangiora was an effective use of time.

6.4. **Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

T Kunkel informed the Board that the Rangiora Volunteer Fire Brigade wished to replace its gazebo, which was damaged during its 150th celebration in 2024. They requested \$1000, and the request did comply with the Board Discretionary Grant Criteria.

K Barnett questioned if there were any criteria stopping the Board from contributing more to an application. T Kunkel advised that the Board may only consider granting more than \$1,000 in exceptional circumstances and should provide detailed reasons for exceeding the funding limit.

Moved: K Barnett

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250210020451.
- (b) **Approves** a grant of \$2000 to the Rangiora Volunteer Fire Brigade to purchase replacement gazebos for safety, brigade, and local community events.

CARRIED

J Gerard was against

K Barnett noted that the Rangiora Volunteer Fire Brigade was a large group that supported a large sector of the Board's ward and the wider Waimakariri community. Due to the cost of gazebos, she felt it was appropriate for the Board to allocate more money. The end of the financial year was approaching, and she did not want to see the Board have money not allocated and that money not be carried over to the next financial year.

I Campbell concurred with K Barnett's comments, stating the gazebo would provide a good profile at events and help attract more volunteers.

J Gerard did not support allocating \$2000 as he felt it significantly reduced the amount of Discretionary Grant available for the remainder of the financial year. He would be open to giving \$1000 and reconsidering at the end of the financial year if there was still funding remaining.

T Kunkel advised that the Rangiora Cricket Club was requesting \$1000 to purchase cricket balls. She noted that this application partially complied with the Board's Discretionary Grant Criteria but this was the third time the Club had applied to the Board for the purchase of cricket balls. The criteria stated that the Board would not fund ongoing or annual operating expenditures.

Moved: B McLaren

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (c) **Approves** a grant of \$1000 to the Rangiora Cricket Club Inc. to purchase new cricket balls.

CARRIED

R Brine was against

B McLaren stated it did concern him that this application was for an ongoing annual cost. However, cricket balls were the most required item by a cricket club, and they provided a great service to the community.

R Brine noted he did not support the motion as this was the third time the Club had applied for the purchase of cricket balls, and he felt the cost should be factored into the Club's fees and charges.

J Gerard advised that although he agreed with R Brine's comments, he supported the motion. He believed these were exceptional circumstances as the Club had just been granted approval to build an artificial pitch, which it had spent a large amount of money on.

6.5. **Approval of the updated Rangiora-Ashley Community Board Plan 2022-25 – Thea Kunkel (Governance Team Leader)**

T Kunkel thanked the members who contributed to the 2025 Board Plan. She noted a request had been made to update the cover page photo; however, she was unable to source a photo in time and stated it would be updated for the next Board plan.

Moved: B McLaren

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250130015011.
- (b) **Approves** the updated Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).
- (c) **Authorises** the Chairperson to approve the final version of the updated Rangiora-Ashley Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

B McLaren was happy for the plan to be approved; however, he suggested that during the next Community Board Plan process, the Board should consider updating the Ward Maps and the Rangiora-Ashley Ward description.

J Gerard thanked members for participating in the review and noted that collaboration from all members kept the plan at a high standard.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for February 2025**

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250305036253.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 10 February 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 February 2025.
- 9.4. Parking Management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards

- 9.5. Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.6. Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.7. Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 9.8. Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.9. Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.10. Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 9.11. Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 9.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Moved: J Gerard

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.12.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

J Ward

- Attended several Council and Committee meetings and workshops.
- Attended Wolff's Road Bridge, West Eyreton meeting. They had well advanced and were underway.
- Attended the Eastern Link Road drop-in session.
- Attended All Boards Session.
- Attended North Canterbury Sport and Recreation Trust meeting.
- Attended joint Ohoka Mandeville Rural Drainage Advisory Group meeting.
- Attended Rangiora Airfield meeting.
- Attended the All-of-Local Government and Rural and Provincial Sector Conference.
 - Over the two days after every presentation, there were opportunities for questions and comments, which were very robust as the topics were very current for this year.
 - The address from the Minister of Local Government, Simon Watts was very good, and he wanted to listen to the Local Government.
 - Laura Cannon, Auditor General Officer, and Sinead Boucher, CEO of Stuff, spoke on how Councils could better tell their stories.
 - Phillippa Fourie from Fonterra spoke on the power of partnerships. Their research and development facility in Palmerston North had proven to be very helpful in preserving the Whanganui River.
 - Clinton Jury, CEO of Local Government South Australia, spoke on how to avoid rates capping.
 - Allan Pragnell, CEO Taumata Arowai, and Michael Lovett, Deputy Secretary for Policy DIA, spoke on the Wastewater standard and Local Water Done Well. They stated that if Councils needed support for these matters, they should not leave it close to the September deadline.

- Rural Health: The speaker spoke regarding additional support from Councils to help their communities get better access to healthcare.
- Had a presentation from the Road Efficiency Group and the Cyclone Recovery Unit CEO.
- Hon Chris Bishop talked about the housing growth programme and his approach to the transport portfolio.

L McClure

- Attended Waimakariri Health Advisory Group meeting – looked at district data across all aspects of health through the software Dot Loves Data. She felt it would be beneficial for the Board to receive a presentation regarding the information. Health was currently undergoing a major change with large funding challenges.
- Attended the Eastern Link Road drop-in session.
- Attended All Boards Session.
- Attended Loburn War Memorial Opening.
- Attended North Canterbury Soroptimist Women's Day Breakfast.
- Had a Food Forest catch-up with Councillor Cairns.
- Attended the Volunteer Expo at Rangiora RSA and spoke with someone from Pest Free North Canterbury. The number of rats caught in Northbrook waters was much lower than she expected.
- Attended the Swannanoa Fair.
- There had been a large amount of chatter in the community regarding the new vape store and the new medical centre.
- The Storybook panels in Northbrook Reserve looked great.

I Campbell

- Attended a meeting at Loburn Domain.
- Had a meeting with the President of Rangiora RSA regarding the formal proceedings of the War Memorial Opening.
- Attended the drop-in session on Rangiora Eastern Link Road.
- Attended All Boards Session.
- Attended Loburn War Memorial opening.

R Brine

- Conversations were held with leaseholders regarding renewals. It seemed many holders were struggling in the current economy.
- Attended Solid and Hazardous Waste Working party meeting.

P Williams

- Attended the opening of a privately owned social housing development. It is a very commendable project that would house around 14 people.
- Attended Loburn War Memorial Opening.
- Attended Rangiora Eastern Link Road drop-in session.

M Fleming

- Attended Waimakariri Access Group meeting. Roothing staff spoke about several roading matters, including a mobility parking audit. The Access Group was holding a training day for staff and elected members.
- Attended the Rangiora Eastern Link drop-in session.
- Attended All Boards Session.

- Visited the Te Matauru School Community Hub opening.
- Keep Rangiora Beautiful were attending an Environment Canterbury meeting in hopes of collaborating on a community planting.
- Attended the Loburn War Memorial Opening.

B McLaren

- Attended two North Canterbury Neighbourhood Support meetings.
- Met with the curatorial manager of the Canterbury Museum.
- Rangiora Community Patrol:
 - Held a barbecue fundraiser at Pak'n'Save Rangiora.
 - Held a fundraiser quiz at Five Stags Rangiora, which was well supported with 19 tables of participants.
 - Attended the Rangiora Community Patrol meeting - Acknowledged the support from the Board, including references in the Board Plan.
- Attended Rangiora Eastern Link drop-in session.
- Rangiora Museum:
 - Canterbury Museum fossil expert had an interesting talk, especially moa sites around the district.
 - The film 'The History of the Rangiora High School Farm' will be shown on Thursday, 27 March 2025.
 - Met with the digital records expert regarding photo archiving.
- Attended Wellbeing North Canterbury Strategy workshop.
- Attended the Loburn War Memorial - It was an excellent tribute.
- Justice of the Peace services had a steady stream of those needing free assistance. Rangiora and Kaiapoi Library weekly service desks were very busy with people who did not want to disturb JP's at home.
- Reviewed the Environment Canterbury Draft Annual Plan.
- Saturday, 15 March, would be the sixth anniversary of the El Noor Mosque and Linwood Islamic Centre massacre.

K Barnett

- Attended the Rangiora Eastern Link drop-in session.
- Attended the Loburn War Memorial Opening. Acknowledged Duncan Lundy who had done a large amount of work towards the project.
- Attended Cust Domain Advisory Group meeting.
- Attended North Canterbury Soroptimist Women's Day Breakfast.
- Visited the Te Matauru School Community Hub opening.
- Several roads within the Board area were not up to standard and had raised several Snap Send Solves.

The Board agreed to write a letter of thanks and congratulate those involved in the Loburn War Memorial.

11. CONSULTATION PROJECTS

11.1. Let's Talk About Parking

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-parking>

Consultation closed on Wednesday, 12 March 2025.

The Board noted the Consultation Projects.

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 28 February 2025: \$9,785.

12.2. General Landscaping Fund

Balance as at 28 February 2025: \$28,646 not allocated.

The Board noted the Funding Updates.

13. MEDIA ITEMS

Nil

14. QUESTIONS UNDER STANDING ORDERS

Nil

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

Moved: J Gerard

Seconded: K Barnett

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

- 16.1 Public Excluded Minutes of the Rangiora-Ashley Community Board meeting of 12 February 2025

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 was as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Public Excluded Minutes of the Rangiora-Ashley Community Board meeting of 12 February 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 8.44pm to 8.50pm.

Resolution to resume in Open Meeting

Moved: J Gerard

Seconded: K Barnett

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

CARRIED**OPEN MEETING****NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 9 April 2025.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8.53PM.

CONFIRMED

Chairperson_____
Date

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 17 MARCH 2025, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, and R Keetley.

IN ATTENDANCE

B Cairns and P Remond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), J McBride (roading and Transportation Manager), K Straw (Civil Projects Team Leader), G MacLeod (Greenspace Manager), G Stephens (Design and Planning Team Leader), B Dollery (Biodiversity Team leader) and A Connor (Governance Support Officer).

There were no members of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: N Atkinson

THAT apologies for absence be received and sustained from A Blackie, T Bartle and T Blair.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 February 2025

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held on 17 March 2025, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 17 February 2025

Moved: J Watson

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 17 March 2025, as a true and accurate record.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Consideration of Options for Progressing the Kaiapoi to Woodend Walking and Cycling Connection (Better-Off Funding) – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transportation Manager)

K Straw explained that the Kaiapoi to Woodend Walking and Cycling connection project, funded by Better-off Funding, was separate from the remainder of the Transport Choices Programme. He was seeking approval on how to spend the Better-off Funding budget noting there were three options. The recommended option was a reduced scope that would allow for construction of the cycleway between Smith Street and Pineacres. This would be unaffected by the construction of the proposed Woodend Bypass. The plan included a neighbourhood greenway on Old North Road instead of an off-road shared path but would not prevent future construction of a shared path if funding became available.

Another option could be to discontinue the project and reallocate the budget to a 3-Waters initiative, though this was not recommended as no specific project had been identified. Alternatively, the project could proceed at its full scope, however this option was not recommended due to its impact on rates.

J McBride emphasized that when originally approved by the Council, the Woodend to Kaiapoi cycleway had been identified as a key project. NZTA had been considering the inclusion of a shared path where local roads intersected with the Woodend Bypass. However, this would create a gap in the connection between Woodend and Pineacres. Once the Woodend Bypass construction was complete and the current State Highway was vested to the Council, further consideration could then be given to extending the connection.

J Watson asked if any consultation had been done with the residents along Old North Road. J McBride confirmed consultation had taken place before the approval of the original design. At that time, it was proposed to be an off-road shared pathway. K Straw stated all feedback received was supportive of the path however concerns were raised regarding the speed of vehicles and drainage. The most recent proposal had not been consulted with the residents meaning they would not be aware of the additional speed bumps over and above what was previously approved.

R Keetley questioned if staff were aware of the work being done by Environment Canterbury on the Cam River Flood gate as they were proposing to make the path across the top accessible to bikes and mobility aids. Staff confirmed they were aware of the proposed works by Environment Canterbury.

Following a query from R Keetley, J McBride noted she was not aware of any request to convert Charles Street into a one-way street from the Williams Street roundabout to Smith Street. She did however state any reduction in lane numbers needing to be crossed would be an immediate safety improvement and would not be prohibitive of any work being completed.

S Stewart sought clarity on what a neighbourhood greenway was. K Straw explained it was a shared space for both cars, cyclists and pedestrians. There would be green slurries painted on the road along with icons of cyclists and pedestrians. Examples of existing neighbourhood greenways were on Peraki Street and Vickery Street.

S Stewart further asked why the path could not continue in the road reserve and be separate from the carriageway along Old North Road. J McBride replied that whilst staff would like to build a shared path the whole way along the route there was insufficient funding to accommodate the extra costs involved. The neighbourhood greenway provided an alternative option within the identified budget. The path would become a sealed off-road path after the entrance to 110 Old North Road where it would continue as an off-road path till it reached Pineacres.

Following a question from S Stewart, K Straw replied that the cost difference between the full scope and reduced scope projects was approximately \$400,000.

P Redmond wondered if there was any council co-funding available if the Board chose to reallocate the funding to a 3-Waters project. K Straw confirmed the Better-off Funding budget was the only funding available.

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 241220227289.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council

- (b) **Approves** the expenditure of the existing Better-Off budget to the construction of the amended design (Option Two) within this report for the cycleway between Smith Street, and Lees Road, and for a footpath from Lees Road to Pineacres if budget allows, at an estimated cost of \$962,100, to be funded from the Kaiapoi to Woodend Cycleway budget (PJ102289) which has an available budget of \$965,090.
- (c) **Approves** the amended Plan of Works (Trim no. 241220227289) including the installation of seven additional “watts profile” speed humps in Old North Road, to ensure a low-speed environment suitable for a Neighbourhood Greenway.
- (d) **Notes** that the recommendations included within this report removes the off-road shared path on Old North Road and instead provides provision for a Neighbourhood Greenway only.
- (e) **Notes** that the low-speed environment for the “Neighbourhood Greenway” will be reinforced with additional shared space signage, and associated line marking (including green slurry).
- (f) **Notes** that the recommendations also include a provisional item for a footpath connection from Lees Road to Pineacres, to be installed if budgets allow.
- (g) **Notes** that the completion of the facilities between Smith Street and Pineacres Intersection will provide the first stage to any future connection through to Woodend following the completion of the Belfast to Pegasus Motorway Extension.
- (h) **Notes** that design components of Smith Street to Pineacres have previously been approved by Council through the Transport Choices Programme.
- (i) **Notes** that the Better Off Funding was sought specifically for the purpose of delivering the Kaiapoi to Woodend Cycleway, and that this budget is required to be spent by 30 June 2027.

- (j) **Notes** that should the recommendations in this report not be supported, then staff would take a further report to Council requesting the relocation of funding to a 3 Waters Project.
- (k) **Considers** consultation with the effected property owners on Old North Road. Whereafter a report should be submitted to the Kaiapoi-Tuahiwi Community Board for information.
- (l) **Considers** consultation with Environment Canterbury regarding the upgrading of the Cam River Floodgate to ensure accessibility. Whereafter a report should be submitted to the Kaiapoi-Tuahiwi Community Board for information.

CARRIED

N Atkinson stated he was happy to support this motion as they needed to be mindful of spending. From what he had observed pedestrians and cyclists treated Old North Road as a shared zone already. This option would allow the final link of the cycleway through Kaiapoi to be completed and get people off the main road. He understood the justified worries of pedestrians and cyclist sharing the road with vehicles however other shared roads in the town had been operating very well.

J Watson concurred with N Atkinsons comments. She did raise concern regarding the residents not being in favour of speed bumps however that would not be known until feedback was received.

P Redmond highlighted the conflict that came with speed humps as often when people were against them, they were also against rat-running and obtaining a balance was difficult. He expected the proposal would address previously raised concerns regarding vehicles speeding down Old North Road as speed humps were a speed mitigating tool. He also highlighted the lessened impact on the residents' properties than an off-road path.

S Stewart stated she supported the motion with some reluctance as she was not in favour of speed bumps. She felt it was unfortunate the funding was not available to complete the project to the full scope as the ability to separate the shared path from the road would be the best outcome for safety.

N Atkinson clarified he was not supportive of speed bumps however he did want this project to move forward and felt it was necessary to do something.

6.2 Approval to Implement Kaiapoi Community Hub Play Space – J Mason (Landscape Architect) and G Stephens (Design and Planning Team Leader)

G Stephens took the report as read highlighting this was the relocation of a play space currently located at NCF Park to the Kaiapoi Community Hub.

B Cairns noted there had been fruit trees planted at Townsend Reserve, and he wondered if they would also be planted in this location. G Stephens stated it was the Board's decision if they wanted fruit trees incorporated however ground conditions would have to be considered. C Brown also noted resource consent conditions relating to the wider Community Hub as Ngai Tūāhuriri requested mostly native plants be used.

Moved: N Atkinson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250306037361.
- (b) **Approves** the Community Hub Play Space Master Plan for implementation (Trim: 250305036779).

- (c) **Notes** the current NCF playground equipment at the end of its useful life and needs to be decommissioned and the current location within NCF Park is no longer appropriate for a play space.
- (d) **Notes** the relocation of the playground from NCF Park to the Community Hub has previously been approved by the Kaiapoi-Tuahiwi Community Board as part of the development of the Community Hub.
- (e) **Notes** there is budget set within the current Long-Term Plan of \$400,000 for the renewal of the NCF playground and to provide a play space within the hub to meet the levels of service to the surrounding community. This funding is made up of \$165,000 allocated from the Non-specified Reserve Enhancement budget and \$235,000 from Play Safety Surface/Equipment budget.
- (f) **Notes** that once approved, staff will work through the tender documentation and procurement process to implement this plan and that due to short timeframes, physical works will carry over to the next financial year and the budget will therefore be carried forward to allow for this.
- (g) **Notes** a cost estimate has been undertaken on the Play Space Concept Plan which comes in within budget at \$395,000.00 and includes a 15% contingency sum.
- (h) **Notes** Staff have carried out consultation with the Community Hub stakeholders and surrounding community within a 500m radius and included feedback responses and any corresponding changes made to the draft plan within this report.

CARRIED

N Atkinson stated he was looking forward to seeing the project completed.

R Keetley agreed and fully supported the motion.

6.3 **Kaiapoi Lakes Enhancement Opportunity and Collaboration – B Dollery (Biodiversity Team Leader)**

B Dollery reported that following NZTA completing preliminary ecological surveys a population of Canterbury Grass Skinks was found. These would require relocation and exclusion from the construction site of the Woodend Bypass. The Northern Kaiapoi lakes area was identified as a possible receptor site as it was close to the current population. She was seeking approval to further investigate the site as there were many questions that still needed to be answered. The enhancement of the site would be carried out by NZTA and monitored for two years prior to being passed to the Council. Once back under Council control there would be no increase in levels of service.

J Watson noted the inclusion of the 1997 Kaiapoi Lakes Concept Development Plan and asked if it had been completed. B Dollery confirmed that excluding the area identified in the report it had been completed. C Brown also highlighted there was funding available for the area to be developed.

S Stewart questioned what the area of the identified lake included and if the accessibility for people would be improved as it was currently fenced. B Dollery replied that accessibility would be considered during the investigations. She did however note the size area was not the most critical aspect, however enhancement to the environment would determine the number of skinks present at the site.

Moved: S Stewart

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250304035291.

- (b) **Approves** Greenspace staff to undertake the initial investigation of potential collaboration and use of land at Kaiapoi Lakes as a lizard receptor site.
- (c) **Notes** that Greenspace staff will consult with the Community Board further once precise details of the proposal are available and will seek approval for further works if required.
- (d) **Notes** that there is \$207,908 funding approved for the development of the area for 2025/2026 as outlined in the Kaiapoi Lakes Concept Development Plan (Trim 080925031371).

CARRIED

S Stewart stated this was a subject close to her heart and she was very glad the enhancement of the last lake would be complete.

J Watson concurred with S Stewarts comments.

6.4 **Delay to Construction Completion Date for CON23/36 Raven Quay – T Matthews (Senior Project Engineer)**

C Brown stated this was a report informing the Board of a delay to the completion date of the works on Raven Quay which would now occur after ANZAC Day.

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250228033383
- (b) **Notes** that the site will be left sufficiently clear for the ANZAC Day parade, and that staff have met with the Kaiapoi RSA who have indicated that they are satisfied with the arrangements.
- (c) **Circulates** the report to the Council for their information.

CARRIED

N Atkinson noted it was a shame the works were delayed there was not anything that could be done about it.

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant Fund – K Rabe (Governance Advisor)**

C Brown took the report as read highlighting both applications complied with the criteria but did have large portions of people benefiting from the project from outside the Board area.

Moved: J Watson

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250221029015.
- (b) **Approves** a grant of \$500 to the Chris Ruth Centre towards purchasing a shade sail over the decking in front of the new building.
- (c) **Approves** a grant of \$500 to the Relay for Life North Canterbury Fundraising Committee to host a Relay for Life event.

CARRIED

J Watson commented these were two worthwhile projects and felt \$500 was sufficient whilst still leaving enough in the fund for the rest of the financial year.

6.6 **Approval of the updated Kaiapoi-Tuahiwi Community Board Plan 2022-25 – K Rabe (Governance Advisor)**

The Board discussed minor changes to be made including using a photo from the Tuahiwi area as currently only photos of Kaiapoi were used.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250130015016.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2025**

- Had received many calls regarding the Charles Street roundabout and the possibility of making Charles Street one way.
- Would be attending a meeting regarding the Kaiapoi bridge balustrade upgrade where the design requirements would then be passed onto the Waimakariri Arts Trust.
- Attended Waimakariri Public Arts Trust workshop. They were suffering from a lack of funds.
- Attended Northern Pegasus Bay Bylaw meeting. Two main issues being faced was the lack of parking at Kairaki and the freedom campers who stayed in the car park permanently.

C Brown stated staff were looking at the options of implementing a freedom camping bylaw. He noted there had been several issues across the district in recent months and hoped a bylaw would help with enforcement.

N Atkinson asked if being a motorhome friendly town negated the need for a freedom camping bylaw. C Brown clarified that to be a motorhome friendly town you needed to have a freedom camping bylaw in place.

- Attended Kaiapoi Community Garden open day.
- The Pines Beach community were thrilled with their food forest. They were also very excited for the entrance to be tidied up and had many ideas.
- Attended Travel Writing workshop held by Visit Waimakariri. They gave advice on how to get into travel magazines like the Kia Ora magazine found on Air New Zealand flights. She found it very valuable.
- The Fun Run was very successful with over 200 runners.
- Attended Community Networking Forum. A common theme was how difficult the times were for everyone.
- Attended a National Council of Woman event.
- Attended the Bolder Copper Sound music event

- Attended a History Writing workshop held by history writers in Belcain.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 10 February 2025.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.
- 9.4 Parking management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.5 Request to Bring Forward Budget for Kendall Park Sports Field Lighting– Report to Council Meeting 4 February 2025 – Circulates to Kaiapoi-Tuahiwi Community Board
- 9.6 Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.7 Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.8 Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 9.9 Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.10 Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.11 Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 9.12 Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 9.13 Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.13.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

N Atkinson

- Attended a meeting with C Brown and a group from Honiara in the Solomon Islands. The Council was helping them with their governance, and it was a relationship well worth having.

- Attended Rural and Provincial conference in Wellington. The Minister of Local Government when speaking on 3 Waters, had softened its view.
- There had been a large amount of miscommunication in the media regarding the Councils debt being out on control and that was not true.
- The Draft Annual Plan budget was passed unanimously by the Council.
- The enquiry on the Rangiora Health Hub also went through unanimously with the caveat that due diligence was to be done by the Mayor, Chief Executive and himself. Southlink Health was a charity and not a business, it was also separate from Waitaha Primary Health.
- The information regarding pensioner housing on Charter Street would be released shortly.

P Redmond

- Attended Anti-fluoridation presentation.
- At the Waimakariri Health Advisory Group he raised the frequently closing of labs in Kaiapoi with the Awanui Blood. The Waimakariri had below average mental health referrals however youth referrals were higher than average.
- Wolffs Bridge held an initial meeting to establish an incorporated society.
- Harry Harper bequest meeting with family members regarding the Kaiapoi Bridge Balustrade.
- Attended Rangiora Eastern Bypass drop-in session for elected members.
- Attended All Boards training session.
- Attended North Canterbury Sport and Recreation Trust meeting. they were concluding draft lease and management agreement for Mainpower Stadium.
- Attended Waimakariri Social Club 'Pizza at Winnies' evening.
- The Silverstream Fun Day was well attended.
- Attended the Pegasus Residents' Group Old School Family Fun Day.
- Attended the Road Safety Working Group meeting where sector representatives were present.
- Attended All-of-Local Government and Rural and Provincial Sector Meetings. Highlights included the rate cap response in South Australia, Rural Health network, Road Efficiency Group tools. Chris Bishop announced development levies to replace growth on current rate payers. In New Plymouth traffic management represented 14% of roading spend.

B Cairns

- Recent Food Secure North Canterbury meeting—organising a forum to follow up on the last event relating to food security in times of emergency. Kaiapoi Food Bank provided 71 boxes of food in February 2021, and in February 2025, 219 boxes were handed out.
- Pegasus Residents Group Inc. fun day was well attended. They received a small amount of funding for promotion from Enterprise North Canterbury.
- At the monthly Pegasus Residents' Group Inc. meeting, they reviewed submissions on both the speed limit increase and Environment Canterbury bus fare changes. A golf tournament was proposed for October 2025.
- Ronel's Cuppa had St John present the Three Steps to Life.
- Attended NZRT12 recruitment drive night.
- Waimakariri United Football held a weekend master's tournament, bringing teams from all over the South Island.
- Attended a Road Safety meeting where changes to speeds around schools was discussed.
- Kaiapoi Food Forest – conducted Open Farm Tours with 293 people in attendance.
- The Rangiora Volunteer Expo at the Rangiora RSA was well attended. The Woodend Volunteer Expo would be held on 21 March 2025.
- At a recent Community and Recreation Committee meeting, a deputation about Natural Burials was presented, and staff would come back with a report.
- Waimakariri Public Arts Trust had created a Public Arts Trail, which would go live soon.
- Last week, staff hosted a delegation from the Solomon Islands.
- Waghorn's was planning on hosting their annual Tradie Breakfast, and it looked like they had secured the likes of John Kirwan to present.

- C Garlick had purchased an old school in Rangiora and had revamped the site into housing units.
- The Next Steps website had an excellent feature that translated the entire site into a huge number of different languages.
- Waimakariri Access Group were holding their training day on Thursday 20 March 2025.
- Solid Waste Working Party meeting: A review was held on the delivery of solid waste services in 2026 that would consider larger waste bins.
- Enterprise North Canterbury hosted its North Course promo, with local foodies selling meals that contain local produce. In July, it would be running "Pie July."
- The grass at the BMX track had been set on fire again. Fire fighters stated in the last year they had been called out 10 times.

S Stewart

- Greypower were very pleased about the progress with the Rangiora Health Hub. Their next meeting in April would be their Annual General Meeting, however they were struggling to find committee members.
- Kaiapoi Promotions Association were considering their current outputs and what they could do better. They were not only about events and needed to focus on the promotions of local businesses.
- Attended National Council of Woman event. Held discussion on ways to encourage woman to stand for local government.
- Biodiversity Trust Environment Networking Forum was expected to have 80 people in attendance.

R Keetley

- Attended Historical Society meeting.
- Attended Landmarks Meeting.
- Attended Kaiapoi RSA Annual General meeting.

11 CONSULTATION PROJECTS

11.1 Parking on Main Street in Oxford

<https://letstalk.waimakariri.govt.nz/parking-on-main-street-in-oxford>

Consultation closes Friday 28 March 2025.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 28 February 2025: \$3,201.

12.2 General Landscaping Budget

Balance as at 28 February 2025: \$45,650.

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

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

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

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

Moved: N Atkinson

Seconded: J Watson

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

16.1 Minutes of the Public Excluded Kaiapoi-Tuahiwi Community Board of 17 February 2025.

16.2 Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 17 February 2025

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Minutes of the Public Excluded Kaiapoi-Tuahiwi Community Board of 17 February 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).
16.2	Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 17 February 2025	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 as per LGOIMA Section 7 (2)(h).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 5.28pm to 5.29pm.

Resolution to resume in Open Meeting

Moved: J Watson

Seconded: S Stewart

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

CARRIED

OPEN MEETING

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 14 April 2025 at 4pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 5.29PM.

CONFIRMED

Chairperson

Date

Workshop

- *Historic Walkway Signage – Grant MacLeod (Greenspace Manager) 15 Minutes*
- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO: GOV-18 / 250325050489

REPORT TO: Council

DATE OF MEETING: 01 April 2025

FROM: Dan Gordon, Mayor

SUBJECT: Mayor's Diary
Thursday 20th February to Friday 14th March 2025

1. SUMMARY

Attend regular meetings with the Chief Executive, Management Team, and staff.

Thursday 20 February	<p>Meeting: Local Water Done Well (Teams); Resident x 2; Introduction meeting with WHAG Chair and WDC Staff; Waitaha Primary Health Trust Deed Review; Joint Council and Ohoka - Mandeville Rural Drainage Advisory Group - Mandeville Resurgence Stage 1 Workshop</p> <p>Attended: Citizenship Ceremony</p> <p>Visited: NOAIA Tuahiwi with Mayor Marie</p>
Friday 21 February	<p>Meeting: Health Hub (Teams); Resident; WDC Staff; Meeting with Jed Pearce and Mark Revis with Deputy Mayor Atkinson and Councillor Cairns</p> <p>Attended: 100 Year Anniversary of Cholmondeley House</p>
Saturday 22 February	<p>Presented: Waimak United Football Club - Master Memorial Tournament (Speech and opening of tournament); Roses in Waimakariri Dinner (Speech)</p> <p>Attended: Silverstream Duck Race (Fired the starting gun); Civic Earthquake Memorial Service (wreath laying); HMNZS Canterbury & Pegasus Charter Parade</p>
Sunday 23 February	<p>Attended: Mainpower Oval Cricket Event; Rangiora Community Patrol Quiz Night; Prizegiving Master Memorial Tournament event</p>
Monday 24 February	<p>Meeting: LGNZ National Council Meeting (Wellington)</p>
Tuesday 25 February	<p>Meeting: LGNZ National Council Meeting (Wellington)</p>
Wednesday 26 February	<p>Interview: Compass FM</p> <p>Meeting: Waitaha Primary Health (Teams);</p> <p>Attended: Citizenship Ceremony; Business Canterbury Back to Business Event</p>

Thursday 27 February	Meeting: Local Water Done Well; All of Local Government Meeting (Wellington); Minister Chris Bishop
Friday 28 February	Meeting: Rural Communities Chapter Hui (Teams); Rural and Provincial Sector Meeting (Wellington)
Monday 03 March	Meeting: Rangiora Health Hub (Teams); LAPP Meeting (Wellington); Hon Matt Doocey (Parliament); Councillors
Tuesday 04 March	Interview: Compass FM Meeting: Pegasus Community Centre Project Steering Group; Northern A&P Association AGM Attended: Christchurch Airport International Arrival Walkway Project Completion Evening
Wednesday 05 March	Meeting: Solid and Hazardous Waste Working Party; Water Services Bill Submission; Waitaha Primary Health Board Meeting; Rangiora Health Hub; Oxford – Ohoka Community Board Meeting Interview: North Canterbury News
Thursday 06 March	Meeting: Local Water Done Well; Resource Consents Oral Submission; Resident; William St Bridge Design Attended: Loburn War Memorial Opening (Speech)
Friday 07 March	Attended: Soroptimist International Woman's Day Breakfast; Woodend Community Centre Drop In Session Meeting: Greater Christchurch Partnership Committee; Cara Gullick's Social Housing Project;
Sunday 09 March	Attended: Kaiapoi Fun Run & Walk (Opened, Speech & Prizegiving); Swannanoa School Fair (Speech)
Monday 10 March	Meeting: Christchurch Museum Budget Discussion; Christchurch Mayoral Forum – With Regional Deputy Chief Executive Health NZ – Martin Keogh; Rangiora Eastern Link (Onsite with resident & WDC Staff) Attended: Kaiapoi Library Drop In Session
Tuesday 11 March	Interview: Compass FM Meeting: Woodend-Sefton Community Board Meeting
Wednesday 12 March	Meeting: Resident (Onsite); Resident x 2; Rangiora – Ashley Community Board Meeting
Thursday 13 March	Meeting: Resident; Attended: Citizenship Ceremony
Friday 14 March	Attended: Child Cancer Bucket Collection; Kiwi Indian Excellence Awards (Speech)
Saturday 15 March	Meeting: Community Well Being Canterbury Trust Board Interviews Attended: Indian Holi Event (Speech); Canterbury Provincial Fire Brigade Association Canterbury Fire Fighter Challenge
Sunday 16 March	Attended: Open Boulder Copper Sounds (Speech); Harlow Lifestyle Village Grand Opening

Monday 17 March	Meeting: Resident; WDC staff re Oxford A&P show Attended: Hosted Kings New Years Honours morning tea at WDC (speech); Kaiapoi/Tuahiwi community board meeting
Tuesday 18 March	Interview: Compass FM Meeting: North Canterbury Health hub catch up; Resident x 2 Attended: WIL Shareholder Awards (presentation and speech)
Wednesday 19 March	Meeting: Williams Street Balustrade; Resident x 1 Attended: Oxford Service Centre drop-in session with the Mayor; Citizenship Ceremony
Thursday 20 March	Meeting: Hon Matt Doocey MP, Stuart Smith MP and Mayor Marie Black re Waikari and Oxford hospitals (Teams) Attended: Meeting with Minister Simon Watts hosted by Canterbury Mayoral Forum at Ecan; Funeral; Sutton Tools factory opening (speech); Annual Plan drop-in session at WDC; Sutton Tools Opening Dinner
Friday 21 March	Attended: Site visit to Novotel Christchurch Airport re LGNZ Zone 5 & 6 Conference; Volunteer Expo, Woodend Meeting: LGNZ National Council Meeting (online)
Saturday 22 March	Attended: Undergraduate First Year Political Students Session (speech); Back to Basics Eco Educate at Rangiora Borough School; Gold Star Ceremony at Cust Fire Brigade for Mick Cooke (speech and award)

THAT the Council:

- a) **Receives** report N°. 250325050489



Dan Gordon
MAYOR