WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 14 JULY 2026, AT 1PM.

PRESENT

Councillor N Mealings (Chairperson) (arrived at 1.11pm), Deputy Mayor P Redmond, Councillors B Cairns, T Fulton, and J Goldsworthy.

IN ATTENDANCE

Councillors T Bartle, S Powell and J Ward.

J Millward (Chief Executive), K LaValley (General Manager Planning, Regulation and Environment), S Hart (General Manager Strategy, Engagement and Economic Development), H Downie (Strategy and Centres Team Leader), A Kibblewhite (Senior Project Engineer), S Binder (Senior Transportation Engineer), E Gessler (Manager of Emergency Management) and A Connor (Governance Support Officer).

At the commencement of the meeting, in the absence of the Chairperson, the Governance Team Leader, T Kunkel, took the Chair and welcomed everyone present.

1 APOLOGIES

Moved: Councillor Cairns Seconded: Deputy Mayor Redmond

THAT the District Planning and Regulation Committee:

(a) **Receives and sustains** an apology for leave of absence from Mayor Gordon and an apology for lateness from Councillor Mealings who arrived at 1.11pm.

CARRIED

2 APPOINTMENT OF ACTING CHAIRPERSON

T Kunkel called for nominations for an Acting Chairperson for the meeting.

Moved: Councillor Cairns Seconded: Deputy Mayor Redmond

THAT the Community and Recreation Committee:

(a) **That** Councillor J Goldsworthy be appointed as Acting Chairperson for the meeting in the absence of the Chairperson, Councillor Mealings.

CARRIED

The Governance Team Leader vacated the Chair in favour of the elected Acting Chairperson, Councillor Goldsworthy.

3 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4 CONFIRMATION OF MINUTES

4.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 9 June 2026

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 9 June 2026, as a true and accurate record.

CARRIED

4.2 Matters arising (From Minutes)

There were no matters arising from the minutes.

4.3 Notes of the workshop of the District Planning and Regulation Committee held on Tuesday 9 June 2026

Moved: Councillor Goldsworthy Seconded: Deputy Mayor Redmond

THAT the District Planning and Regulation Committee:

(a) **Receives** the circulated Notes of the workshop of the District Planning and Regulation Committee, held on 9 June 2026.

CARRIED

5 DEPUTATIONS

Nil.

6 REPORTS

Nil.

7 CORRESPONDENCE

Nil.

The following items were taken in the order 8.2, 8.3, 8.4 and 8.1 however for clarity the order of the agenda was retained in the minutes.

8 PORTFOLIO UPDATES

8.1 District Planning – Councillor Mealings

- Draft consent conditions were being prepared by the appellant for Woodstock Quarry and would likely be available within the coming months.
- Following the decline of the Whiterock Quarry fast-track referral application the applicant was undertaking additional work including an economic impact assessment before resubmitting the proposal.
- A report addressing claims regarding the districts industrial land capacity would be presented to the Council in August 2026. Current assessments demonstrated the district did have sufficient industrial capacity.
- Work was underway to improve public understanding of the planning system and the various consenting pathways available particularly in light of ongoing resource management reforms and the introduction of new consenting frameworks.

- An application for a solar farm on South Eyre Road was currently subject to limited notification with one submission requesting to be heard.

  Councillor Fulton queried whether any concerns had been raised regarding the existing solar farm on Tram Road including glare or reflections from the panels noting landscape planting was discussed during the consenting process. Councillor Mealings stated there had been no complaints made and the temporary screening measures appeared to be providing adequate mitigation while the landscaping became established.

- The consent for Muscle Car Madness was due to be issued. The new event owners were working to strengthen the event management practices and address previous operational issues with the aim of improving outcomes for the wider community.
- The demand for the Councils duty planner service had increased significantly. As a result, consideration was being given to establishing a dedicated team to manage customer enquiries, pre-application advice and related services enabling planning staff to focus on consent processing and other specialist work.
- Regional Spatial Planning was underway with current work focusing on governance arrangements and collaboration with neighbouring Canterbury Councils. There was a need to align regional planning initiatives with existing statutory and non-statutory planning documents, including future consideration of matters such as priority development areas.

8.2 **Civil Defence and Regulation – Councillor Goldsworthy**

Building:

- ShareFile, the system used for lodging resource consents and building consent applications had been unavailable since early July 2026. This was a worldwide issue with no timeframe for restoration.
- The demand for Project Information Memorandums (PIM) was relatively high due to several private building consents.

  Councillor Cairns queried whether the Council measured the total time taken to complete a building consent application noting feedback from a builder who advised a consent process had taken approximately eight months to complete. Councillor Goldsworthy replied the statutory 20-day processing period only applied when the application was actively being assessed by the Council. Where further information was required from the applicant the processing clock stopped until the request information was provided. K LaValley further advised research undertaken by BRANZ had found that Council related processing delays accounted for approximately nine days of the overall consent timeframe with the majority of delays occurring while designers and applicants responded to requests for further information. She further reported that a University of Canterbury student research group had recently approached the Council to undertake research into requests for further information, including the nature of information requested and response timeframes. Officers expected to receive the findings of this research once completed and anticipated that it would provide useful comparisons with the earlier BRANZ study.

  Councillor Cairns further asked why the University of Canterbury was undertaking this research. K LaValley stated they did not specify in their request however it was suspected that the research had been prompted by the large amount of publicity regarding building consent processing time having impacts on the building industry and the costs of building.

  Councillor Ward noted she also received feedback from a property developer who was frustrated by the multiple rounds of requests for further information on their building consent application and that it appeared there was a lack of communication between staff members processing the application. K LaValley advised building consent applications were generally processed by a single staff

member and verified by another before being issued. Without further information on the specific application, she would not be able to provide comment on the circumstances.

P Redmond questioned if there was any indication of when the issue with ShareFile would be resolved. K LaValley advised as the outage sat with the service provider there was no timeframe for restoration. She noted the outage only affected the lodgement of new applications through ShareFile however they could still be lodged by email or as a hard copy.

- Some of the Building Unit had the opportunity to travel to the Solomon Islands and work alongside their counterparts to help build local capacity.
- Work was continuing with neighbouring Councils to assist and work on developing more consistent approaches to sharing workloads.

Environmental Services:

- Feedback was received regarding the Councils after-hours services. A temporary service provider had been engaged while the contract was being retendered. Concerns related to weekend parking matters as the contractors did not have delegated authority to undertake parking enforcement and as a result parking issues outside normal Council hours had to be referred to the Police.
- Service requests were lower than the previous financial year however the dominant requests were still animals, parking and noise.
- With the expected changes to the Resource Management Act and a shift from consenting to monitoring and compliance the team was mindful to how it may look and what different skillsets may be required.

Civil Defence and Emergency Management:

- Te Matauru o Te Kura recently completed its 4Rs emergency management project which involved students developing emergency preparedness initiatives. The programme included 10 schools from across North Canterbury and involved approximately 280 students.
- The Councils EOC capability was growing with 94 staff members participating in 11 training session in the previous quarter.
- Community Hubs were continuing to meet and activate for trainings.
- Food Secure North Canterbury had approached Council to discuss how the hubs may be used collaboratively with Food Secures work.

The elected Acting Chairperson, Councillor Goldsworthy vacated the Chair in favour of the Chairperson, Councillor Mealings who arrived at 1.11pm.

8.3 **Business, Promotion and Town Centres – Councillor Cairns**

- The Kaiapoi Promotions Association celebrated Matariki with kite-making workshops, kapa haka performances at the Kaiapoi Club and a kite-flying display at Murphy Park.
- Kaiapoi Lights and Matariki Festival: Karl Howarth successfully delivered a three-evening paid lights event and a free two-day Matariki event at Norman Kirk Park. Attendance exceeded 10,000 visitors at Norman Kirk Park with almost 7,000 attending the light show. The event included 14 food vendors, over 30 market stalls, classic car displays, lawn mower racing demonstrations, light and circus performances, a carnival and fireworks. Positive feedback was received from stallholders with most food vendors selling out on the Friday evening. Approximately 50% of attendees were reported to have come from outside the district.

Deputy Mayor Redmond questioned if a post-event review would be undertaken to identify any improvements for future events. Councillor Cairns confirmed he had requested a post-event report from the event organiser with further discussion planned to review the event including parking management,

communication with residents and the timing of fireworks displays. He noted that parking issues, particularly in the Feldwick Drive area, had generated a number of complaints, including reports of vehicles blocking driveways. While mitigation measures had been implemented, including additional bollards and other assistance from Greenspace staff, some issues resulted from the actions of event attendees and were beyond the direct control of the organiser.

Councillor Fulton observed that some hospitality businesses, including cafés and restaurants, appeared to close during the Matariki period rather than operating during the event. He queried how this factored into event planning and whether it affected the potential economic benefits of major community events. Councillor Cairns advised that feedback from local hospitality operators indicated that businesses which remained open experienced approximately a 10% increase in sales compared to a normal weekend. No specific feedback had been received from businesses that chose to close, with individual decisions likely influenced by factors such as staffing availability and operating costs.

- Rangiora Winter Festival: Rangiora High Street retailers organised a two-week midwinter festival featuring workshops, sales events, free movie nights and other activities. Significant work had been undertaken by a small organising team.
- Retailers in Good Street Lane raised concerns regarding inadequate lighting during winter with the area becoming dark and unwelcoming in the late afternoon. Staff were responding to these concerns.
- Oxford promotions reported a successful Winter Lights event, including illuminated mailboxes, shops and homes, arts and crafts activities, roller skating, observatory tours, a movie night, hangi and other community activities.
- The Kaiapoi Art Expo and Winter Festival hosted by Blackwells were scheduled and expected to attract approximately 5,000 visitors to Kaiapoi.
- The New Zealand Motor Caravan Association (NZMCA) were considering holding a cycling event in March 2027. Participants would potentially camp on regeneration land and use cycling trails throughout the district.
- Advised that workshop discussions on the Councils Event Plan would be held shortly, with a report expected to come before the Council in October 2026. The review would consider support for event organisers, identification of signature district events and assistance with matters such as traffic management.
- An Enterprise North Canterbury (ENC) funding meeting had considered applications relating to three Matariki events, Go Dark an Oxford School event, North Canterbury Wearable Arts, the Rangiora Book Fair, the Rose Show and a Riding and Arts Trail event.
- The Love Your Home florist and giftware store in Kaiapoi was closing.
- Subway Kaiapoi would be relocating to the premises beside the Great Kiwi Bookstore and would hold an opening event.
- The Kaiapoi Club expressed interest in hosting Council events.
- The Pegasus Woodend Strategy (Draft North East Waimakariri Urban Plan) was expected to be presented to the Council in August seeking approval for Public Consultation.
- Planning was continuing for the Rangiora Town Hall 100 Year Celebration, with extensive work underway to organise performances, tours and historical displays. This would be held the weekend of 5 September 2026.
- The Pegasus Community Centre was expected to open on 23 September 2026.

8.4 **Mixed Use and Business and Kaiapoi Development – Councillor Tim Bartle**

- Progress had lulled as negotiations were worked through.

9 REPORT REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD

9.1 **Approval of Blake Street Carpark Reconfiguration Plan –** H Downie (Strategy and Centres Team Leader) and A Kibblewhite (Senior Project Engineer)

H Downie spoke to the report stating it had been referred form the Rangiora-Ashley Community Board which had already approved the Blake Street Car Park Reconfiguration Plan which would create 47 additional car parks. The Utilities and Roading Committee had approved recommendations relating to EV charging infrastructure, mobility parking and project budget. Staff were now seeking approval of the establishment of a P120 time restriction for the car park including mobility parks, to encourage turnover of parking within the town centre.

A Kibblewhite advised the construction programme had been revised. While the project had initially been fast-tracked to align with other town centre works, the programme had been adjusted to reduce delivery risks during the holiday period. Preliminary works were now scheduled for October and November 2026 with the main car park redevelopment works planned for January to March 2027.

Councillor Cairns referred to previous discussions with town centre businesses regarding parking and asked whether requests for longer-term parking, including leased spaces for businesses had been considered as part of the proposed P120 time restrictions. H Downie advised the Blake Street car park experienced some of the highest parking demand in the town centre and therefore a P120 was considered appropriate to encourage customer turnover and support business activity. While requests to lease Council-owned parking spaces were occasionally received, the Council had previously determined that such spaces should remain available for public use to maintain levels of service for the wider community. There were also private parking lease opportunities on nearby privately owned land.

Councillor Powell asked whether the potential impact of having no time restrictions on mobility parking spaces had been considered, particularly in relation to parking turnover and availability for mobility permit holders. In response H Downie advised the matter had been considered however it was proposed that the current approach be retained, whereby mobility parking spaces remained unrestricted unless a specific time restriction was separately identified by signage. A wider review of parking time restrictions was planned and any changes to mobility parking could be considered through that process. S Binder further advised that while there was a small number of exceptions, mobility parks were generally unrestricted. There was a map available on the Council website that showed all car parks in the district including mobility parks and the associated time restrictions.

Councillor Powell further asked if there would be sufficient mobility parking space in the Blake Street car park given only one additional mobility park was proposed and the mobility parks would be unrestricted. S Binder responded staff were undertaking an extensive programme review to assess parking occupancy and demand within the district's town centres. This had identified locations where additional parking, including mobility parking, was required. Determining the appropriate number of mobility parks involved balancing a range of competing parking demands. Whilst the proposed project would increase the supply of mobility parks the adequacy of provision would continue to be monitored as part of the wider parking management programme.

Moved: Deputy Mayor Redmond Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

(a) **Approves** the establishment of a 120-minute time restriction (except for mobility parks) to new carparks within the extended Blake Street carpark and at Blake Street, including those spaces to be constructed over 13 Blake Street, which will be incorporated into the wider Blake Street carpark area.

(b) **Notes** that the Blake Street carpark is currently restricted to 120 minutes and experiences amongst the highest parking occupancy at peak times; a 120-minute time restriction is therefore considered appropriate in this prime location to continue

to encourage parking turnover, which supports local businesses and makes best use of the land.

(c) **Notes** that the mobility parking spaces will be unrestricted, which is consistent with current practice.

CARRIED

Deputy Mayor Redmond expressed support for retaining the proposed P120 time restriction as the car park was intended to support customer parking rather than all day parking for employees of nearby businesses. He acknowledged that motorists using mobility parks may have different needs and did express a firm view on whether the same time restriction should apply.

Councillor Goldsworthy indicated his support for the motion noting he would be giving further thought to time restrictions on mobility parks.

Councillor Mealings noted the unrestricted nature of mobility parking spaces had not historically created issues and considered that restrictions could be reviewed in the future if the demand increased. She supported applying a P120 time restriction as this was consistent with the existing Blake Street car park and would provide clarity and consistency for users.

9.2 **Request Approval to Consult on King Street Pedestrian Refuge Locations and Parking Changes –** S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

S Binder took the report as read explaining a separate proposal was being developed to convert an existing on-street car park outside the North Canterbury Wellbeing Trust into a mobility car park. As this proposal would also require consultation staff intended to coordinate both consultations and present them to effected parties simultaneously. He advised that the two proposals were separate but related initiatives within the same block and that presenting them together would provide the community with a clearer understanding of the overall parking changes being considered for the area.

In response to a question from Councillor Mealings, S Binder confirmed the consultation would be targeted to the directly affected landowners, residents and businesses.

Councillor Powell sought confirmation if any wider consultation would be available. S Binder advised that due to the high use seen in the area consultation would also be available to the wider public.

Moved: Councillor Fulton Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Approves** consultation being undertaken on the option of consolidating the crossing locations by removing the two existing pedestrian crossing points at nos. 191 A and 205 King Street, and replacing them with a new single mid-block pedestrian crossing with build-outs.

(b) **Approves** consultation being undertaken on implementation of P15 time-restricted parking during drop-off and pick-up periods (8:00-9:00am and 2:00-3:00pm) and P120 parking during other times, on two (2) car parking spaces in front of no. 205 King Street.

(c) **Notes** that a further report would be brought back to the Community Board with the outcome of the consultation process and to allow further decision-making on this matter.

CARRIED

Councillor Fulton thanked staff for their work and looked forward to seeing further information on mobility parking.

Councillor Cairns stated it was wise to consult on the proposed changes highlighting the two requests to the Council on this matter.

Councillor Mealings noted the consultation would provide insight to any issues currently occurring or if there were any issues with the proposal and therefore supported the motion.

10 QUESTIONS UNDER STANDING ORDERS

Nil.

11 URGENT GENERAL BUSINESS

Nil.

NEXT MEETING

The next meeting of the District Planning and Regulation Committee will be held on 11 August 2026 at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.49PM.

CONFIRMED



_____
Councillor N Mealings

13 October 2026

_____
Date

Workshop (1.49 pm to 2.44pm)

Trim: 260714167965

- *Emergency Management Office Update – Elena Gessler (Manager of Emergency Management) and Simon Hart (General Manager Strategy, Engagement and Economic Development) 30mins*