



**AGENDA FOR THE**

**ORDINARY MEETING OF**

**SELWYN DISTRICT COUNCIL**

**TO BE HELD IN THE TAI**

**TAPU COMMUNITY CENTRE,**

**722 OLD TAI TAPU ROAD**

**(Located within Rhodes Park)**

**WEDNESDAY 14 OCTOBER 2020**

**COMMENCING AT 1 PM**

Whakataka te hau ki  
te uru

Cease the winds from  
the west

Whakataka te hau ki  
te tonga

Cease the winds from  
the south

Kia mākinakina ki uta

Let the breeze blow  
over the land

Kia mātaratara ki tai

Let the breeze blow  
over the sea

E hī ake ana te  
atakura

Let the red-tipped  
dawn come with a  
sharpened air

He tio, he huka, he  
hau hū

A touch of frost, a  
promise of a glorious  
day

Tīhei mauri ora!

## **COUNCIL AFFIRMATION**

Let us affirm today that we as Councillors will work together to serve the citizens of Selwyn District.

To always use our gifts of understanding, courage, common sense, wisdom and integrity in all our discussions, dealings and decisions so that we may solve problems effectively.

May we always recognise each other's values and opinions, be fair minded and ready to listen to each other's point of view.

In our dealings with each other let us always be open to the truth of others and ready to seek agreement, slow to take offence and always prepared to forgive.

May we always work to enhance the wellbeing of the Selwyn District and its communities.

**AGENDA**  
**WEDNESDAY 14 OCTOBER 2020 AT 1PM**

**COMMITTEE**

Mayor (S T Broughton), Councillors, M A Alexander, J B Bland, S Epiha, J A Gallagher, D Hasson, M P Lemon, M B Lyall, S G McInnes, G S F Miller, R H Mugford & N C Reid

**APOLOGIES**

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

**CONFLICTS OF INTEREST**

**PUBLIC FORUM**

Lizzy Hodge, 24-7	Youth Involvement
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**CONFIRMATION OF MINUTES**

- Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 23 September 2020 (Pages 11 - 22)**

**Recommended:**

*‘That the Council confirms the minutes of an Ordinary meeting of the Selwyn District Council held on Wednesday 23 September 2020, as circulated.’*

Item	Meeting referred from	Action required	Report Date / Action
Assumptions and Uncertainties for the 2021 – 2031 Long Term Plan and Activity Management Plans	22 July 2020	Staff will report back in three months and assist report readers with the use of colour-coded (or marked) changes and indication as to whether the risks are going up or down.	28 October 2020

## REPORTS

### 1. Mayor (Pages 23 - 25)

*Mayor's Report*

#### **Recommended:**

*'That Council receives the Mayor's report, for information;*

### 2. Chief Licensing Inspector (Pages 26 - 31)

*Joint District Licensing Committee and Chief Licensing Inspector Monthly Report August 2020*

#### **Recommended:**

*'That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for August 2020.'*

### 3. Management Accountant (Pages 32 - 68)

*Financial Report to 31 August 2020*

#### **Recommended:**

*'That the Council receives the financial report for the period ending 31 August 2020 for information.'*

### 4. Strategy and Policy Planner (Pages 69 - 102)

*Private Plan Change 60 – Rezoning of Land in Kirwee*

#### **Recommended:**

*'That the Council:*

- a) accepts the recommendation of the independent Commissioner in regards to Plan Change 60 from Kirwee Central Properties Limited to rezone land in Kirwee;*
- b) pursuant to Clause 29(4) of the First Schedule of the Resource Management Act 1991, approves Plan Change 60 without modification for the reasons given in the Commissioner's recommendation dated 25 September 2020;*
- c) approves the public notification of Council's decision that establishes that the Operative Selwyn District Plan is deemed to have been amended in accordance with the decision in (b) above from the date of the public notice in accordance with Clause 11 of the Resource Management Act;*
- d) delegates the Team Leader Strategy and Policy to take any steps necessary to give effect to recommendation (b) and (c) above; and*

- e) *delegates the Team Leader Strategy and Policy to take any steps necessary to give effect to make Plan Change 60 operative at the conclusion of the appeal period where no appeals are filed.'*

## **5. Team Leader Strategy and Policy (Pages 103 - 119)**

Darfield Water Treatment Facility – Notice of Requirement Decision

### **Recommended:**

*'That the Council:*

- (a) *Pursuant to Section 168A(4) of the Resource Management Act 1991, the Selwyn District Council accepts the recommendation of the independent Commissioner to confirm the Notice of Requirement for the Darfield Water Treatment Facility outlined in the report dated 30 September 2020.*
- (b) *Waives its appeal rights under Section 174(1) to enable the designation to become operative with immediate effect.*
- (c) *Delegates to the Team Leader Strategy and Policy the delegation to take any steps necessary to give effect to recommendation (a) above.'*

## **6. Senior Advisor, Community and Economic Development (Pages 120 - 144)**

Selwyn District Council Inaugural Accessibility Report

### **Recommended:**

*'That Council receives this First Annual Report on actions undertaken to support commitment of the Accessibility Charter, Te Arataki Taero Kore.'*

## **7. Animal Control Team Leader, Regulatory Manager (Pages 145 - 150)**

Dog Control Policy and Procedures Report 1 July 2019 to 30 June 2020

### **Recommended:**

*'That the Council resolves that:*

- i) *The Dog Control Policy and Practices Report for the period 1 July 2019 to 30 June 2020 be adopted.*
- ii) *That the Report is notified in Council Call.*
- iii) *That the Report is sent to the Secretary for Local Government within one month of adoption.'*

**8. Group Manager Infrastructure (Pages 151 - 168)**

Potential Water Race Closure – Council Deliberation and Decision

**Recommended:**

*‘That the Council approve closure of 2 lengths of water race totalling approximately 4.6km in the Ellesmere Stock Water Race Scheme.*

**9. Asset Manager Water Services, and Water Service Delivery Manager (Pages 169 - 175)**

Water Services Monthly Update

**Recommended:**

*‘That the Council receives the report Water Services Monthly Update for information.’*

**GENERAL BUSINESS****Register of Documents Signed and Sealed (Pages 176 - 177)****Recommended:**

*‘That the following transactions and the fixing of the Common Seal under authorised signatures have been approved.’*

1	Name of other party	J R & J McKenzie Family Trust
	Transaction type	Licence to Occupy Unformed Legal Road
	Transaction description	The unformed portion of legal road heading north west from corner of Jollies Road and Pacific Drive through to North Rakaia Road

2	Name of other party	Te Whanau Tupu Ngatahi O Aotearoa – Playcentre Aotearoa
	Transaction type	Deed of Renewal of Lease
	Transaction description	Lincoln Playcentre, 158 North Belt, Lincoln

3	Name of other party	Global Bus Ventures (NZ) Limited
	Transaction type	Deed of Rent Review
	Transaction description	51-63 Detroit Drive, Rolleston

4	Name of other party	Michael Graham Dewhirst and Georgia Dewhirst
	Transaction type	Deed of Licence
	Transaction description	Reserve 2803 Coaltrack Road 4.0469 hectares

5	Name of other party	Andrew John Payton and Katy Louise Payton
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1524 Bangor Road 7417 m <sup>2</sup>



6	Name of other party	Andrew John Payton and Katy Louise Payton
	Transaction type	Deed of Licence
	Transaction description	Part Rural Sections 30996 and 30997 Bangor Road 7195m <sup>2</sup>

7	Name of other party	James Brent Geddes
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1755 Coaltrack Road and Telegraph Road 3.2 hectares

8	Name of other party	JPN Trustees Limited and Neilsons Trustee (2016) Limited
	Transaction type	Deed of Licence
	Transaction description	Occupation of Legal Road – Permitted Furniture and Use for outdoor dining - Tennyson Street

9	Name of other party	McCarthy Contracting Limited
	Transaction type	Deed of Renewal and Variation of Lease
	Transaction description	27 Hamptons Road, Prebbleton

## CONSTRUCTION OF WORKS ON PRIVATE LAND UNDER THE LOCAL GOVERNMENT ACT 2002 RESOLUTION TO EXCLUDE THE PUBLIC

### Recommended:

*‘That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Public Excluded Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	Construction of Works on Private Land under the Local Government Act 2002			

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1, 2	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
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1, 2	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or	Section 7(2)(i)
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2      *that appropriate officers remain to provide advice to the Committee.'*

**MINUTES OF AN ORDINARY MEETING OF THE  
SELWYN DISTRICT COUNCIL  
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBERS  
ON WEDNESDAY 23 SEPTEMBER 2020 COMMENCING AT 1PM**

**PRESENT**

Mayor (S T Broughton), Councillors, M A Alexander, J B Bland, S Epiha, J A Gallagher, D Hasson, M P Lemon, M B Lyall, S G McInnes, G S F Miller and R H Mugford

**IN ATTENDANCE**

Messrs. D Ward (Chief Executive), D Marshall (Group Manager Property), S Hill (Group Manager Communication and Customers), T Harris (Group Manager Environmental and Regulatory Services), M Washington (Group Manager Infrastructure), K Mason (Group Manager Organisational Performance), R Allen (Acquisitions, Disposals and Leasing Manager), M England (Asset Manager Water Services), B Rhodes (Planning Manager), G Morgan (Service Delivery Manager Infrastructure), A Boyd (Solid Waste Manager), A Mazey (Asset Manager Transportation), M Chamberlain (Team Leader Transportation), R Raymond (Communications Advisor); Mesdames K Bissett (Acquisitions, Disposals and Leasing Officer), J Lewes (Strategy and Policy Planner), E McLaren (Water Services Delivery Manager), N Smith (Executive Assistant) and Ms T Davel (Governance Coordinator)

Several members of the public attended in person and the meeting was also livestreamed.

Councillor Lyall opened the meeting with the karakia and Councillor Affirmation

**APOLOGIES**

An apology was received from Councillor Reid.

**Moved** – Councillor Alexander / **Seconded** – Councillor Hasson

*‘That the Council receives the apology from Councillor Reid, for information.’*

**CARRIED**

**IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS**

None identified.

**CONFLICTS OF INTEREST**

Standard conflicts were applied to this meeting.

## PUBLIC FORUM

Ralph Scott, Lincoln Community Committee	Millpond Lane, Lincoln
Selwyn District Youth Council update (to be taken at the end of the meeting)	Youth Council Chair, Liv Duder Youth Council members, Ethan Richards and Jeremy Reed

Mr Ralph Scott from Lincoln Community Committee read a statement with his view as to what Council should consider with the Millpond Lane lots (*refer attached*). Mr Scott said he knows the desire was that part of the site be retained for community use, however, Lot 7 was occupied by a building and well used. He expressed the hope that it becomes available to the community in future.

The Mayor asked that the Property Transactions Update Report (Item 8) be brought forward on the agenda to allow Mr Scott to listen to the debate and decisions.

### Selwyn District Youth Council

*(This item was taken at 4.10pm during a short recess from the public excluded meeting but for correctness it is being minuted here).*

Liv Duder, Ethan Richards and Jeremy Reed presented an updated to Council (*refer attached*). They said they did a survey on what young people think would be good ideas around the Rolleston Town Centre and presented the results to Council. Asking Councillors for ideas as to what they might get involved in, advice was to engage around the District Plan. Councillors also asked that they might do a survey as to the youth culture in Selwyn and acknowledged it would potentially be challenging topics, including violence, alcohol and drug abuse. There was also a call for them to help Councillors understand how the youth feel about unemployment and existing and potential opportunities in the District. The team was also asked to think about open plan school scenarios and although the Ministry of Education decides on that, it would be interesting to hear what young people really feel about that. Council could use that information to inform any decisions made by the MoE.

The Mayor thanked the team for coming along to update Council and looked forward to another update at the end of the year.

## CONFIRMATION OF MINUTES

### 1. Minutes of an Ordinary meeting of the Selwyn District Council held in the Council Chambers on Wednesday 9 September 2020

Taken as read and confirmed.

**Moved** – Councillor Alexander / **Seconded** – Councillor Bland

*'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 9 September 2020.'*

**CARRIED**

**2. Minutes of an Ordinary meeting of the District Plan Committee held in the Council Chambers on Wednesday 4 March 2020**

Taken as read and received.

**Moved** – Councillor McInnes / **Seconded** – Councillor Lyall

*‘That the Council receives the unconfirmed minutes of the ordinary meeting of the District Plan Committee held on Wednesday 4 March 2020, for information.’*

**CARRIED**

**3. Minutes of the (last) meeting of the District Plan Committee held in the Council Chambers on Wednesday 26 August 2020**

Taken as read and received.

**Moved** – Councillor Epiha / **Seconded** – Councillor Lyall

*‘That the Council receives the unconfirmed minutes of the (last) meeting of the District Plan Committee held on Wednesday 26 August 2020, for information.’*

**CARRIED**

## CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Assumptions and Uncertainties for the 2021 – 2031 Long Term Plan and Activity Management Plans	22 July 2020	Staff will report back in three months and assist report readers with the use of colour-coded (or marked) changes and indication as to whether the risks are going up or down.	28 October 2020

## REPORTS

### 1. Chief Executive

#### *Chief Executive's Report*

The Chief Executive's report was taken as read. He added he contacted the Darfield Community Committees for nominations for the Westview Special Funds committee. In response to a range of questions on the matter from Councillor Alexander, he said he will do the introductions at the inaugural meeting and ask for nominations for chair. The Chair of the Committee will report formally to Council and in terms of attendance, as the meetings will be public, anyone can attend and this includes elected members not on the Committee.

Councillor Miller questioned whether the Malvern Community Board would be best placed to be in charge. The Chief Executive said this could be the future situation but currently the groups as identified on p 41 of his report, believe to some degree governance is their responsibility.

**Moved** – Councillor Mugford / **Seconded** – Councillor Gallagher

*'That Council:*

- a) Receives the Chief Executive's report, for information;*
- b) Endorses the Terms of Reference for the Westview Special Fund Committee; and*
- c) Adopts the recommended changes to the Delegations Manual.'*

**CARRIED**

*Item 8, Property Transactions Update, was taken at this time, but minuted chronologically for ease of reference.*

### 2. Strategy and Policy Planner

#### *Partial Removal of Designation ME14 from Selwyn District Plan*

**Moved** – Councillor Hasson / **Seconded** – Councillor Lyall

*'That, pursuant to s182 of the Resource Management Act 1991, the Selwyn District Plan be amended by amending designation ME14 Springston Primary School, designated for Education Purposes (Early Childhood and Primary School) and situated at Leeston Road, Springston, by:*

- 1. Amending the legal description to Lot 1 DP 550790 and Lot 2 DP 550790, to reflect an updated survey; and*

2. *Removing the designation over Lot 2 550790 (Record of Title 950362); and*
3. *Removing the designation over Part Lot 7 DP 11913 (Record of Title CB701/82); and*

*That the Proposed District Plan be consequentially amended by amending proposed designation MEDU-14 to reflect the amendment to ME14'.*

**CARRIED**

### **3. Major Projects Property Manager**

#### *Naming of Foster Park Indoor Sports Facility*

Councillor Alexander noted he would have preferred to retain the word 'indoor' in the name, for example Selwyn Indoor Sport Centre. Councillor Epiha asked whether there was any feedback from Ngai Tahu regarding a cultural name but it was confirmed that although iwi were approached they were not interested in naming the facility.

**Moved** – Councillor Miller / **Seconded** – Councillor Bland

*'That Council:*

- a) *Receives the report outlining the proposed naming of the indoor sports facility at Foster Park, Rolleston; and*
- b) *Approves the recommended name for the facility being 'Selwyn Sports Centre'.*

**CARRIED**

### **4. Acquisition, Disposal and Leasing Manager; Acquisition, Disposal and Leasing Officer**

#### *Consent to Grant of Easements to Orion New Zealand Limited – 23 St John Street, Southbridge*

**Moved** – Councillor Lemon / **Seconded** – Councillor Mugford

*'That Council:*

- a) *Approves the granting of easements to Orion New Zealand Limited for the conveying of electricity over Reserve 4918 being a Reserve held in trust for a site for a town council depot at 23 St John Street, Southbridge*



- b) *Consent to the easement pursuant to Section 48(1) of the Reserves Act 1977, pursuant to a delegation from the Minister of Conservation dated 12 June 2013 under Section 10 of the Reserves Act 1977;*
- c) *Approves that Orion New Zealand Limited cover all costs associated with completing this process;*
- d) *Approves that the easement be at a nil consideration.'*

**CARRIED**

## **5. Planning Manager**

*Plan Change 64 Rolleston – Decision on how to consider the private Plan Change request received from Hughes Developments Limited*

**Moved** – Councillor Alexander / **Seconded** – Councillor Bland

*'That, in respect to Plan Change 64 to the Operative Selwyn District Plan lodged by Hughes Development Limited, Council resolves to accept the request for notification pursuant to Clause 25(2)(b) of the Resource Management Act 1991.'*

**CARRIED**

## **6. Solid Waste Manager**

*Solid Waste Monthly Update*

Council's Solid Waste Manager, Mr Andrew Boyd showed Council drone footage of the upgrades to Pines Resource Recovery Park. Council thanked him for a good report.

**Moved** – Councillor Mugford / **Seconded** – Councillor Lyall

*'That the Council receives the report 'Solid Waste Monthly Update' for information.'*

**CARRIED**

## 7. Asset Manager Transportation and Team Leader Transportation

### *Transportation Monthly Update*

Asset Manager Transportation, Mr Andrew Mazey and Team Leader Transportation, Mr Mark Chamberlain went through their monthly report. It was a busy time for active transport management. A graph was handed out to show how funding allocation worked.

Reseal costs were trending up because of the needs of the network. A recent road safety initiative providing guidance to mature drivers showed 2 groups of 30 people turning up with more people signing up for further training.

The Mayor said everything we do relied on roads and roading adding Council had a legacy of not lifting the roading budgets. He asked what it would take to lift the budget to where it should be, to which staff responded that it also depended on what the NZTA approved to fund. Staff added that it would not be good to approach NZTA with an unrealistic number as all Councils wanted money for renewals and there were Councils that were really struggling.

Councillor Lemon said Council should never be comfortable seeing an overspend because that reflected unbudgeted money. What was rather needed was an upfront discussion at the start of the Long Term Plan, putting the pressure back on Council to approve a larger budget. He said at the moment, Council was merely matching what NZTA funded and where this was not sufficient, it should be discussed around the Council table.

Councillor Epiha asked about collaboration with heavy traffic groups and associations in order to understand their needs. Staff said that the Trucking Association was already dealing with the NZTA and there was no need for Council staff to also get involved.

Councillor Alexander referred to the Rolleston Christian School frontage which did not turn out in Council's favour. The school's resource consent said they needed a footpath but the school said they did not need one. Council did not collect development contributions and now the community is paying for what a business should have paid for.

Councillor Miller challenged using the term 'standard' in reference to footpath width. Mr Mazey said that currently 1.5m was the standard, however, it had been changed in the proposed district plan and only once that was approved, would Council be in a position to expect 2m wide footpaths from developers.

The Mayor asked staff for a report around potential money generated from a fuel tax but staff advised it was a question for the Canterbury Mayoral Forum. The Mayor agreed he would raise it at that level. Mr Mazey would also raise it as part of the regional transport group he sits on.

**Moved** – Councillor Gallagher / **Seconded** – Councillor Lyall

*'That the Council receives the report Transportation Monthly Update for information.'*

**CARRIED**

## 8. Group Manager Property

### *Property Transaction Update – 31 August 2020*

The Group Manager Property, Mr Douglas Marshall went through his report noting most projects are tracking really well. Councillor Lyall gave an update on the meeting in Hororata he attended the day before and congratulated staff on presenting good information to the public. He said it was a very successful meeting.

During the discussion on Millpond Lane, the following comments were made:

- The Chief Executive said if the recommendation was going to change it would need a paper back to Council.
- In response to a question from Councillor Hasson on how pertinent it was to sell Lot 5 and what its value would be, Mr Marshall said he would like to maximise the subdivision.
- Councillor Hasson then asked whether development contribution funding could be used to buy Lot 5 and use as reserve. Councillor Lyall said he would support this option.
- Councillor Miller said if the site of the building became reserve too, that would be almost 6000sqm of reserve. He said he needed to reflect on what the Lincoln Community Committee was saying and that was that they wanted to see as much as possible reserve for Lincoln.
- Councillor Alexander spoke about the covenant over the site and said Council needed to look at recouping the cost for the District, while also getting the best return on investment. He would be in favour of Development Contributions being used but Council needed the return, and needed to achieve the goals they set to make prudent decisions. He said he supported Councillor Miller in that one day it may be a beautiful reserve but at the current moment, Council needed to be pragmatic.

Councillor Hasson moved that a report come back to Council to potentially use development contributions to purchase Lot 5 to retain as reserve, and that the current resource consent not proceed at this stage, until this matter is finalised. She thanked Mr Marshall for his work on the report. Councillor Miller noted that at the last meeting Council actually gifted Lot 6 without using the development contributions fund and asked Councillors whether they should now go back on that decision and ask that Lot 6 also be purchased from development contribution funding. He added mixed messages were being sent.

**Moved (as amended)** – Councillor Hasson / **Seconded** – Councillor Lyall

*‘That Council*

- a) receives the update report on property projects as at 31 August 2020 for information; and*

**CARRIED**

- b) a report come back to Council for use of Development Contributions to purchase Lot 5 and that the Resource Consent application does not proceed at this stage.’*

During debate on the amendment the following comments were made around the table:

- Councillor Alexander said he did not support Lot 5 as reserve

- Councillor Lemon said there would not have been a debate had Council not bought the land in the first instance. He was comfortable with Lot 6 being the only reserve.
- Councillor Bland said although he was not in favour of changing what was initially agreed to, he thought that pragmatically he could see the merit.
- Councillor Lyall said when the land was originally bought there was little development and little development contributions coming in.

The Chief Executive reminded Council that they had already discussed the matter twice before, in July and August. Council then decided to sell Lots 1 – 5 and retain Lots 6 and 7.

The vote was put and the outcome is as follows:

For the request of a report to come back to Council on purchasing Lot 5:

Councillors Lyall, Hasson and Bland (3)

Against a report to come back to Council on purchasing Lot 5:

Councillors Epiha, Lemon, Mugford, Miller, Gallagher, Alexander, McInnes and Mayor Broughton (8)

**LOST**

## GENERAL BUSINESS

### RESOLUTION TO EXCLUDE THE PUBLIC

**Moved** – Councillor Lyall / **Seconded** – Councillor McInnes

*‘That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Public Excluded Minutes			

2.	Notify the Proposed District Plan	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	<i>5 October 2020, being the date of public notification</i>
3.	Road Network Maintenance Term Contract			<i>Upon resolving at today's Council meeting, being 23 September 2020</i>
4.	Property Transaction Update – 31 August 2020			
5.	Three Waters Service Delivery Reform			<i>Upon approval by the DIA</i>

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1, 3, 4, 5	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1, 3, 4, 5	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or	Section 7(2)(i)
2, 5	To maintain the effective conduct of public affairs through: (i) The free and frank expression of opinions by or between or to members or officers or employees of any local authority; or any persons to whom section 2(5) applies, in the course of their duty; (ii) The protection of such members, officers, employees and persons from improper pressure or harassment.	Section 7(2)(f)
2	To prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7(2)(j)

2. *that appropriate officers remain to provide advice to the Committee.'*

**CARRIED**

The public meeting ended at 2.50pm for a brief break before moving into Public Excluded at 3.10pm.

The meeting resumed in open meeting, and ended at 4.50pm.

**Resolution released into the Public Domain** (taken from the Public Excluded Minutes, dated 23 September 2020)

**4. Service Delivery Manager Infrastructure**

*Procurement Plan – Contract No. 1420 Selwyn District Road Network Maintenance Term Contract*

**Moved** – Councillor Alexander / **Seconded** – Councillor Bland

*‘That Council:*

- a) Approves the Procurement Plan for Contract No. 1420 Selwyn District Road Network Maintenance Term Contract; and*
- b) That the resolution moves to Public.’*

**CARRIED**

The Mayor closed the meeting with karakia.

DATED this                      day of                      2020

\_\_\_\_\_  
**MAYOR**

## REPORT

**TO:** Council

**FOR:** Council Meeting – 14 October 2020

**FROM:** Mayor Sam Broughton

**DATE:** 6 October 2020

**SUBJECT: MAYOR’S REPORT – SEPTEMBER 2020**

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### RECOMMENDATION

*‘That Council receives the Mayor’s Report for September 2020 for information.’*

#### 1. PURPOSE

*To advise Council of meetings attended by the Mayor.*

#### 2. MEETINGS

- |             |  |
|-------------|--|
| 1 September | Created video with NZ Army band for the 10 year anniversary of the earthquake.   |
| 2 September | Review of LTP performance measures.<br>Audit & Risk Subcommittee meeting.  |
| 3 September | Met with Inspector Peter Cooper to discuss matters of interest happening within Selwyn.<br>Canterbury Mayoral Forum working dinner.<br>Civil Defence Emergency Management rural representatives<br>Covid preparedness. |
| 4 September | Mayoral Forum meeting followed by a Civil Defence Emergency Management Joint Committee meeting.  |
| 7 September | Canterbury Three Waters Steering Group meeting.<br>Visited Naylor Love community housing display home at Woodend.  |
| 8 September | Spoke at the Hope Presbyterian West Melton Business Breakfast.<br>Zoom meeting with community committees.  |

9 September	Audit & Risk Subcommittee workshop followed by a Council meeting. Gave a presentation of the Canterbury Plan to Te Hononga Papatipu Rūnanga.
10 September	Met with Calvin Payne, Independent candidate for Selwyn.
11 September	Greater Christchurch Partnership Committee meeting followed by a Te Waihora Co-Governance meeting.
14 September	Attended the Te Ara Kakariki Greenway Canterbury Trust 100,000 <sup>th</sup> native seedling celebration planting day at the Joyce Reserve in Glentunnel.
15 September	Received letter and visit from Paradise for Little Angels Preschool.
16 September	Covid 19 Brief from Canterbury Police.
17 September	Family Harm Community Wellbeing Forum held at the Lincoln Event Centre.
18 September	Leftfield Innovation Limited presentation to the Canterbury Mayoral Forum.
21 September	Breakfast meeting hosted by Lincoln High School for their "Awesome Young Men" initiative. Met with Upstream NZ regarding their social procurement initiative.
22 September	Official opening of the Waikirikiri Selwyn Near River Recharge Project at Hororata which will assist to protect the many cultural, environmental and recreational values that the river supports.  Participated in interviews at Darfield High School for the Elizabeth Richards scholarships.
23 September	Long Term Plan Workshop. Council meeting. Visited Selwyn Sports Centre for update and walk through.
24 September	Met the new Defence Force Commanding Officers at Burnham Camp for a briefing on the Covid response.
25 September	Ellesmere Ward tour with Councillors Lemon and Epiha. Christchurch stakeholder event to mark the conclusion of the Greater Christchurch Regeneration portfolio.



- 28 September    Attended District Plan presentation to the Malvern Community Board.
- 29 September    Met with Centre Stage representatives regarding performing art spaces in Selwyn.  
Treaty of Waitangi Workshop.  
Te Reo lessons.
- 30 September    Audit & Risk Subcommittee Workshop.  
Met with Town Centre project leaders to receive an update.

A handwritten signature in black ink, appearing to be 'S Broughton', with a long horizontal stroke extending to the right.

Sam Broughton  
**MAYOR**

## REPORT

**TO:** Chief Executive Officer

**FOR:** Council Meeting – 14 October 2020

**FROM:** Gail Shaw – Senior Administrator District Licensing Committee  
Malcolm Johnston – Chief Licensing Inspector  
Billy Charlton – Regulatory Manager (Secretary of District Licensing Committee)

**DATE:** 7 September 2020]

**SUBJECT:** **Joint District Licensing Committee and Chief Licensing Inspector  
Monthly Report for period 1 August 2020 to 31 August 2020**

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### RECOMMENDATION

*‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for August 2020.’*

#### 1. PURPOSE

The purpose of the report is to inform the Council of activity in the Alcohol Licensing section.

#### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

As this report is for information only it is not considered to be significant in the context of Council’s Significance Policy.

#### 3. PROPOSAL

Licences issued for August 2020.

##### ***Special Licences for August 2020:***

- SP201408 – Porters Ski Area Limited – Porters Café  
On Site Licence: Saturday 8 August 2020 from 4.00pm to 8.30pm.
- SP201404 – Selwyn United Football Club – Weedons Community Pavilion  
On Site Licence: Saturday 22 August 2020 from 6.30pm to 9.45pm.
- SP201415 – Darfield Rugby Football Club – Darfield Rugby Football Club  
On Site Licence: Saturday 29 August 2020 from 6.00pm to 12.00am (midnight).
- SP201416 – Black Door Bar & Eatery – Black Door Bar & Eatery  
Saturday 29 August 2020 from 4.00pm to 1.00am (following day).

- SP201410 – Malvern Lions Charitable Trust – Darfield High School  
On Site Licence:  
Wednesday 23 September 2020 from 6.00pm to 10.30pm  
Wednesday 23 June 2021 from 6.00pm to 10.30pm.
- SP201413 – Malvern Community Arts Council – Darfield Recreation Centre  
On Site Licence: Friday 9 October 2020 from 7.00pm to 9.00pm.
- SP201412 – Ellesmere Motor Racing Club – Ellesmere Motor Racing Club  
On Site Licence:  
Sunday 6 September 2020 from 2.00pm to 11.00pm  
Sunday 11 October 2020 from 2.00pm to 11.00pm  
Sunday 8 November 2020 from 2.00pm to 11.00pm  
Sunday 29 November 2020 from 2.00pm to 11.00pm  
Sunday 13 December 2020 from 2.00pm to 11.00pm  
Sunday 24 January 2021 from 2.00pm to 11.00pm  
Sunday 14 February 2021 from 2.00pm to 11.00pm  
Sunday 14 March 2021 from 2.00pm to 11.00pm  
Sunday 25 April 2021 from 2.00pm to 11.00pm  
Sunday 9 May 2021 from 2.00pm to 11.00pm.
- SP201418 – Darfield Gun Club – Darfield Gun Club  
On Site Licence:  
Sunday 6 September 2020 from 12.00pm to 8.00pm  
Sunday 4 October 2020 from 12.00pm to 8.00pm  
Sunday 1 November 2020 from 12.00pm to 8.00pm  
Sunday 6 December 2020 from 12.00pm to 8.00pm  
Sunday 16 January 2021 from 12.00pm to 8.00pm  
Sunday 7 February 2021 from 12.00pm to 8.00pm.
- SP201414 – Lincoln Rugby Football Club – Lincoln Events Centre  
On Site Licence: Friday 18 September 2020 from 6.00pm to 11.45pm.
- SP201405 – Ellesmere A&P Association – Ellesmere A&P Showgrounds  
On Site Licence: Saturday 17 October 2020 from 10.00am to 6.00pm.
- SP201409 – Ellesmere A&P Association – Ellesmere A&P Showgrounds  
On Site Licence: Saturday 17 October 2020 from 5.00pm to 12.00am (midnight).
- SP201406 – Ellesmere A&P Association – Ellesmere A&P Showgrounds  
On Site Licence: Wednesday 14 October 2020 from 5.00pm to 12.00am (midnight).
- SP201407 – Ellesmere A&P Association – Ellesmere A&P Showgrounds  
On Site Licence: Saturday 17 October 2020 from 10.00am to 6.00pm.

***New Managers Certificates for August 2020:***

- R961642 – Isaac Wilson-McKeowen – Liquorland Rolleston Drive.
- R961649 – Harry Young – Temple Basin Ski Club.
- R961650 – Manu Rangimoekau – Suburban Eatery.
- R961654 – Chetan Maini – Liquorland Rolleston Drive.
- R961653 – Kathryn Hunter – Springfield Hotel.

***Renew Managers Certificates for August 2020:***

- R961648 – Jay Thornbury – Countdown Rolleston.
- R960869 – Letesha Brook – Liquorland Rolleston Drive.
- R961587 – Tracey Christie – Lincoln New World.
- R961647 – Toni Mulholland – Two Fat Possums.
- R961368 – Tracy Libline – Springston Hotel.

- R960144 – Gordon Bird – Rolly Inn.
- R961313 – Randeep Singh Boparai – Liquorland West Melton.
- R961651 – Lauren Fisher – Famous Grouse Hotel.
- R961652 – Temukisa Peni – Countdown Rolleston.
- R961576 – Jonathan Skelton – Laboratory Lincoln.
- R961087 – Terence Gallagher – Kirwee Tennis Club (Correction from the July 2020 Alcohol Report to read both the correct person and affiliated club).

***Renew On Licences for August 2020:***

- R910067 – Arthurs Pass Café and Store 2016 Limited  
Arthurs Pass Café and Store – 85 West Coast Road, Arthurs Pass.
- R910017 – Famous Grouse 2009 Limited  
The Famous Grouse Hotel – 2 Gerald Street, Lincoln.

***Renew Off Licences for August 2020:***

- R920077 – Lone Goat Vineyard Limited  
Lone Goat Vineyard – 608 Burnham School Road, Burnham.
- R920006 – Arthurs Pass Café and Store 2016 Limited  
Arthurs Pass Café and Store – 85 West Coast Road, Arthurs Pass.
- R920127 – Darfield Foodcentre 1980 Limited  
Darfield Four Square - 76 South Terrace, Darfield.
- R920014 – Famous Grouse 2009 Limited  
The Famous Grouse Hotel – 2 Gerald Street, Lincoln.

***New Club Licences for August 2020:***

- R900036 – Rolleston Rugby Football Club Incorporated  
Rolleston Rugby Football Club – Foster Park, 54 Dynes Road, Rolleston.

***Renew Club Licences for August 2020:***

- R900027 – Craigieburn Valley Ski Club Incorporated  
Craigieburn Valley Ski Club – State Highway 73, West Coast Road, Craigieburn Valley.
- R900034 – Broken River Ski Club Incorporated  
Broken River Ski Club – State Highway 73, West Coast Road, Broken River.
- R900004 – West Melton Bowling Club Incorporated  
West Melton Bowling Club – 599 West Melton Road, West Melton.

***Temporary Authority On Licence for August 2020:***

- R910077 – Pelemi Limited  
The Store @ Tai Tapu – 687 Christchurch Akaroa Road, Tai Tapu.

***Temporary Authority Off Licence for August 2020:***

- R920049 – Anderson Supermarkets Limited  
Rolleston New World – 92 Rolleston Drive, Rolleston.

### **Licences currently being processed in August 2020:**

A total of 26 applications are currently being processed and awaiting issue, which can be broken down into the following categories:

#### ***On Licence: 2 Renewal applications***

- R910015 – Rolly Inn Limited (The Rolly Inn).
- R910062 – Jacquesy Rocks Limited (The Rock Rolleston).

#### ***Off Licence: 1 New application***

- R920144 – Anderson Supermarkets Limited (Rolleston New World).

#### ***Off Licence: 2 Renewal applications***

- R920012 – Rolly Inn Limited (The Rolly Inn).
- R920130 – JEZS Family Limited (Liquorland Tennyson Street).

#### ***Temporary Authority On Licence: 1 application***

- R910132 – The Milk Bar Limited (The Milk Bar).

#### ***Managers Certificate: 15 New applications***

#### ***Managers Certificate: 4 Renewal applications***

#### ***Special Licence: 1 Application***

There are 7 of these applications on hold or awaiting further information required.

#### ***Managers:***

- R961575 – Simon Bryant – New M – Needs 6 month's experience.
- R961617 – Stefan Freuding – New M – Needs 6 month's experience.
- R961626 – Rebecca Flynn – New – Needs 6 month's experience.
- R961553 – John Aroj – Renew M – Visa has expired, awaiting renewed Visa before issuing Manager's Certificate.
- R961639 – Courtney Hyde – New M – Needs 6 month's experience.
- R961644 – Will Freeman – New M – On Hold until next ski season.
- R961645 – Bhavik Patel – New M – Needs 6 month's experience.

## **4. COMMENTS FROM THE DISTRICT LICENSING COMMITTEE**

### **Waivers requested and approved in August:**

- Darfield Rugby Football Club – Collie Club Dinner  
Applicant was waiting for information on number of people under 18 at the event. Posted the application which also delayed being received by administration. Application not submitted within the 20 working day period.
- Darfield Gun Club – Clay Target Shooting Tournaments  
Applicant posted application which delayed being received by administration. Application not submitted with the 20 working day period.
- Black Door Bar & Eatery – 40th Birthday Celebration  
Applicant was asked by client to extend licensed hours at short notice. Application not submitted within the 20 working day period.

Attached to this report is a table showing the Performance Measures for the month of August 2020 for issuing uncontested licences.

## 5. INSPECTORS REPORT FOR AUGUST 2020

Council's ICT team have designed an electronic monitoring form that will enable the Chief Licensing Inspector to complete licensing inspections electronically as opposed to handwriting monitoring sheets for each premise.

There has been a high level of interest recently from people enquiring about setting up Bottle-Stores in Rolleston and Lincoln. Time will tell whether that interest will result in any off-licence applications being received.

Whilst Covid-19 has impacted on businesses across the country, it has been climate warming that has had the greatest impact on our ski clubs. 1987 was the last time any of our club ski fields failed to open due to lack of snow. The recent dump of snow on 31 August and 1 September has enabled some of the District's club ski-fields to open however it is not known for how long they will remain open.

### Monitoring:

During August 2020 the Chief Licensing Inspector carried out monitoring at Southbridge Superette, Southbridge Hotel, Memorys Café, Hororata Village Bar & Café, Springfield Hotel, Café Izone, Pedal Pushers, Prebbleton Tavern/Finnegans, Thirsty Liquor Prebbleton, Rolly Inn, Coalgate Tavern, Hororata Golf Club, Mt Hutt Lodge and Thirsty Liquor Darfield.



Gail Shaw  
**SENIOR ADMINISTRATOR  
DISTRICT LICENSING COMMITTEE**



Malcolm Johnston  
**CHIEF LICENSING INSPECTOR**



Billy Charlton  
**REGULATORY MANAGER (SECRETARY DISTRICT LICENSING COMMITTEE)**

### Endorsed For Agenda



Tim Harris  
**GROUP MANAGER ENVIRONMENTAL AND REGULATORY SERVICES**



## SDC Licences Report

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### Licences Aggregate Report for the period 2020-08-01 to 2020-08-31

Licence Type	# Issued	% in time*	Avg Days
Club Licence	4	75%	32
On Licence	2	100%	5
Off Licence	4	100%	6
Special Licence	13	100%	4
Manager's Certificate	15	100%	3

### Reasons for “Outside of Performance Time”

The delay to issue the Rolleston Rugby Football Club’s new Club Licence was due to the later than anticipated completion of the club premises. At present there is no mechanism in our internal system to switch off the system clock to place an application on hold.

Staff are working on a fix with the software providers (MagiQ) so that applications on hold can be put on “Stop” which will then enable a true reflection of actual time taken to process an application.

**TO:** Chief Executive

**FOR:** Council Meeting – 14 October 2020

**FROM:** Management Accountant

**DATE:** 7 October 2020

**SUBJECT: FINANCIAL REPORT TO 31 AUGUST 2020**

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## RECOMMENDATION

*'That the Council receives the financial report for the period ending 31 August 2020 for information.'*

## INTRODUCTION

This report covers the period 1 July 2020 to 31 August 2020. This report will provide an overview of the Council's key financial performance results and highlight any major variances.

This report is part of a 2 Tier financial monitoring reporting process. It includes an executive summary showing the Council's overall financial performance, plus a series of one page reports on key activities.

These activity reports include operating financial performance plus key performance indicators for the activity. The report is supplemented with a cash flow summary plus appendices from various council activities.

Please note the report is based on the Council's monthly management accounting information and does not include technical accounting adjustments that are made at the end of the year to comply with accounting standards. The expenditure information is cash based and does not include depreciation.

<b>Tier 1</b>	The monthly council report focusing on the overall position from a financial perspective, plus activity level reporting for key activities.
<b>Tier 2</b>	The monthly community committee reports reporting on the individual scheme accounts.
<b>Treasury Report</b>	The quarterly treasury report provides information on the Council's cashflow and borrowing.



Financial Performance to 31 August 2020

The Council financial performance to the end of August 2020 is summarised in the table below.

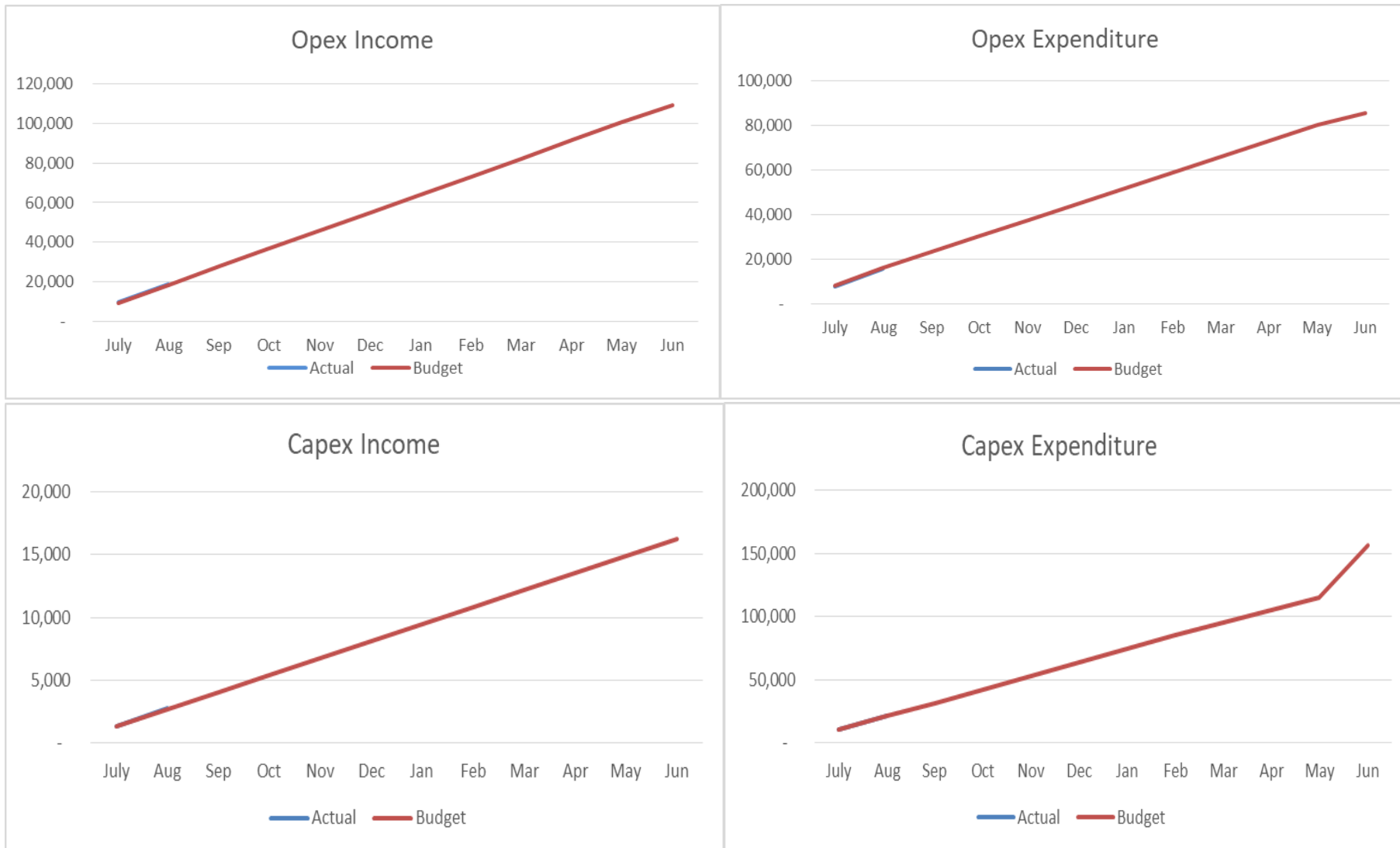
**Overall funding impact statement**

	2021	2021	2021	2021	2020
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Sources of operating funding</b>					
General rates	4,043	4,067	(24)	24,555	23,421
Targeted rates	6,947	6,923	24	43,321	41,203
Subsidies and grants for operating purposes	2,727	2,722	5	17,013	11,555
Fees and charges	4,496	3,912	584	17,149	18,992
Interest and dividends from investments	428	395	33	7,288	6,875
Other operating funding	58	47	11	282	499
<b>Total operating funding (A)</b>	<b>18,699</b>	<b>18,066</b>	<b>633</b>	<b>109,608</b>	<b>102,545</b>
<b>Application of operating funding</b>					
Payments to staff	4,196	4,432	236	26,593	25,157
Payments to suppliers	11,474	11,290	(184)	57,076	56,881
Finance costs	181	298	117	1,787	979
Other operating funding applications	16	57	41	343	148
<b>Total application of operating funding (B)</b>	<b>15,867</b>	<b>16,077</b>	<b>210</b>	<b>85,799</b>	<b>83,165</b>
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>2,832</b>	<b>1,989</b>	<b>843</b>	<b>23,809</b>	<b>19,380</b>
<b>Sources of capital funding</b>					
Subsidies for capital expenditure	-	-	-	-	-
Development and financial contributions	2,715	2,703	12	16,216	26,264
Increase / (decrease) in debt	-	-	-	70,707	20,000
Gross sales proceeds from sale of assets	24	-	24	4,509	3,751
<b>Total sources of capital funding (C)</b>	<b>2,739</b>	<b>2,703</b>	<b>36</b>	<b>91,432</b>	<b>50,015</b>
<b>Applications of capital funding</b>					
Capital - growth	16,329	14,399	(1,930)	109,555	46,528
Capital - level of service	3,465	3,885	420	33,284	17,384
Capital - renewals	1,643	2,921	1,278	13,545	13,415
Increase / (decrease) in reserves	-	-	-	(7,437)	(1,420)
Increase / (decrease) of investments	(15,866)	(16,513)	(647)	(33,706)	(6,512)
<b>Total applications of capital funding (D)</b>	<b>5,571</b>	<b>4,692</b>	<b>(879)</b>	<b>115,241</b>	<b>69,395</b>
<b>Surplus / (deficit) of capital funding (C-D)</b>	<b>(2,832)</b>	<b>(1,989)</b>	<b>(843)</b>	<b>(23,809)</b>	<b>(19,380)</b>
<b>Funding balance (A-B) + (C-D)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The table indicates that:

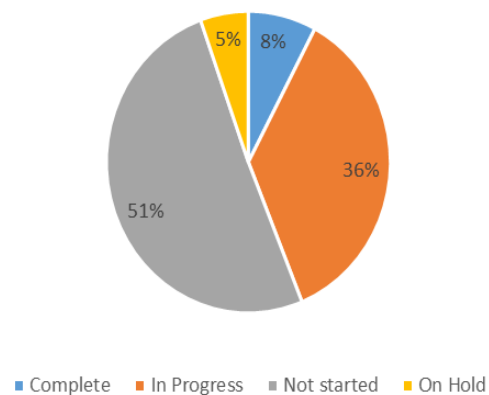
- The Council achieved an operational net surplus of \$2,832,000 to 31 August, compared with a budgeted surplus of \$1,989,000, this is a combination of higher than budgeted income and lower payments notably finance and staff costs.
- This surplus is required to fund the Council's infrastructure renewal costs and new capital expenditure and is not available to reduce the level of rates required.
- Development contributions revenue is in line with budget reflecting the continued growth trend.
- Capital expenditure is below budget by \$232,000, phasing of the capital project budgets across the year will continue to be refined over the next few months. An executive summary of all capital projects is provided in the following pages.

The following pages provide a financial summary on key activities along with performance indicators.

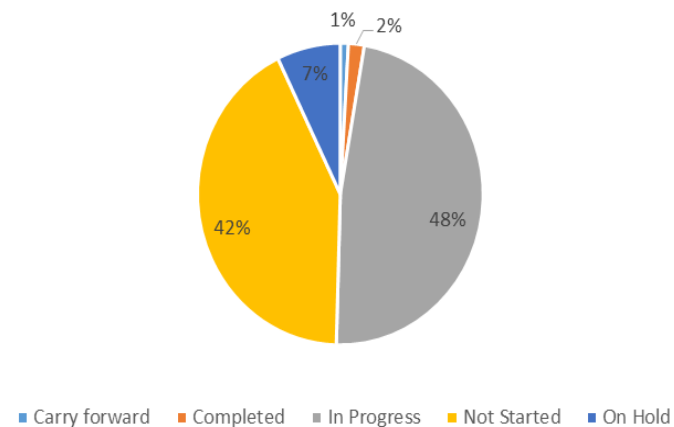


Project	Sum of YTD Actual	Sum of YTD Budget	Variance f/(u)	2020/21 Budget
Property & Commercial	9,224,274	9,714,614	490,340	67,908,522
Water Supply	2,541,896	1,416,791	(1,125,105)	14,852,274
Waste Water	1,484,043	716,336	(767,707)	18,762,549
Transportation	3,608,212	3,932,128	323,916	25,890,351
Other	1,656,849	1,369,694	(287,155)	8,446,369
Swimming Pools	950,160	1,413,373	463,213	9,332,470
<b>Grand Total</b>	<b>19,465,434</b>	<b>18,562,936</b>	<b>(902,498)</b>	<b>145,192,536</b>

Prop &amp; Comm Apex report by status



Assets Apex report by status



## Democracy funding impact statement

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	431	431	-	2,586	4,340	
Targeted rates	152	152	-	910	865	
Subsidies and grants for operating purposes	-	9	(9)	52	-	
Fees and charges	-	1	(1)	4	134	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	9	
Total operating funding (A)	583	593	(10)	3,552	5,348	
<b>Application of operating funding</b>						
Payments to staff and suppliers	496	509	13	2,416	2,118	1
Finance costs	-	-	-	-	-	
Internal charges applied	180	180	-	1,078	2,883	
Other operating funding applications	-	6	6	33	89	
Total application of operating funding (B)	676	695	19	3,527	5,090	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(93)</b>	<b>(102)</b>	<b>9</b>	<b>25</b>	<b>258</b>	

## Commentary

1. There are no significant variances to report.

## Service targets for democracy

Performance measure	Target	Actual to date	Comments
The annual report is prepared within statutory timeframes and with an unmodified audit opinion.	The 2019/20 annual report is prepared within statutory timeframes and with an unmodified audit opinion.		2019/20 Annual report to be adopted by Council at meeting 14 October 2020.
The LTP is prepared within statutory timeframes and with an unmodified audit opinion.	The 2021/31 LTP is prepared within statutory timeframes.		2021/31 Long Term Plan to be adopted by Council in June 2021

# Community Centres funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	280	280	-	1,681	1,417	
Targeted rates	607	609	(2)	3,653	3,500	
Subsidies and grants for operating purposes	-	1	(1)	4	11	
Fees and charges	132	123	9	906	722	1
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	1	
Total operating funding (A)	1,019	1,013	6	6,244	5,651	
<b>Application of operating funding</b>						
Payments to staff and suppliers	521	622	101	3,052	1,977	2
Finance costs	-	32	32	194	-	
Internal charges applied	233	233	-	1,395	997	
Other operating funding applications	-	1	1	6	3	
Total application of operating funding (B)	754	888	134	4,647	2,977	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>265</b>	<b>125</b>	<b>140</b>	<b>1,597</b>	<b>2,674</b>	

## Commentary

1. Fees and charges are \$9,000 favourable to budget, with Rolleston community centre favourable to budget by \$12,000 and Lincoln Event centre in line with budget, this is encouraging as the after effects caused by the COVID-19 lockdown is still being understood.
2. Payments to staff and suppliers cover all facilities and includes \$101,000 of operating expenditure costs which contributes a favourable variance of \$20,000. They are made up of various variances notably staff costs \$39,000 offset by minor unfavourable variances. Operational projects are favourable to budget by \$81,000.

## Visitor numbers for August

**LEC:** Visits 952 Programme attendees 277

**WEST MELTON COMMUNITY AND RECREATION CENTRE:** Visits 278 Programme attendees 156

**ROLLESTON COMMUNITY CENTRE:** Visits 2026 Programme attendees 284

## Service targets for Community centres

Performance measure	Target	Actual to date	Comments
<b>Lincoln Event Centre</b>			
Achieve revenue target (excl targeted rate)	\$298,133	\$246,362	At risk due to COVID-19
Recreation programme attendees	16,000	13,441	At risk due to COVID-19
<b>Rolleston Community Centre</b>			
Achieve revenue target (excl targeted rate)	\$160,985	\$156,367	On track to meet target
Recreation programme attendees	12,000	12,351	Achieved target

## Recreation & Reserves funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	366	366	-	2,198	1,960	
Targeted rates	451	452	(1)	2,714	2,600	
Subsidies and grants for operating purposes	-	1	(1)	9	86	
Fees and charges	199	210	(11)	662	581	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	13	
<b>Total operating funding (A)</b>	<b>1,016</b>	<b>1,029</b>	<b>(13)</b>	<b>5,583</b>	<b>5,240</b>	
<b>Application of operating funding</b>						
Payments to staff and suppliers	449	603	154	2,943	2,485	1
Finance costs	-	10	10	57	-	
Internal charges applied	224	224	-	1,342	1,116	
Other operating funding applications	-	-	-	2	-	
<b>Total application of operating funding (B)</b>	<b>673</b>	<b>837</b>	<b>164</b>	<b>4,344</b>	<b>3,601</b>	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>343</b>	<b>192</b>	<b>151</b>	<b>1,239</b>	<b>1,639</b>	

### Commentary

1. Contributing amounts to the favourable variance for payments to staff and suppliers is made up of various minor variances over many Recreation Reserves, notably electricity \$9,000, overall maintenance costs \$16,000 and legal expenses \$3,000.

Operational projects are favourable to budget by \$78,000, with actual costs of \$58,000 compared to YTD budget of \$136,000.

Staff will continue to refine the phasing of expenditure over the next month or so to improve reporting and treasury requirements.

### Operational commentary for Reserves - August

There has been considerable effort put into AMIS system to systemise C1419 variation process for additions to contract.

One of several sculptures has been installed in the District outside of the Lincoln art gallery and has been greatly received by the Community.

Mulching of township gardens took place to utilise the little rainfall that we have had.

Turf is starting to grow as we head into spring, so effort is being put in by all to keep on top of the growth.

The creation of rosters for the freedom camping season to start next month has begun.

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	-	-	-	-	-	
Targeted rates	842	839	3	5,035	4,721	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	12	16	(4)	95	68	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	854	855	(1)	5,130	4,789	
<b>Application of operating funding</b>						
Payments to staff and suppliers	488	554	66	4,083	2,801	1
Finance costs	-	-	-	-	-	
Internal charges applied	122	122	-	734	597	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	610	676	66	4,817	3,398	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>244</b>	<b>179</b>	<b>65</b>	<b>313</b>	<b>1,391</b>	

Commentary

1. Payments to staff and suppliers are favourable to budget by \$66,000. The key variances including training \$7,000 and operational projects \$42,000. There are no material unfavourable variances to date.

Libraries in August

New Members: 345, YTD 776, Total active membership 20,918

**Programming: Total for August:** 205 sessions, 1709 attendees

**Literacy Programmes:** 61 sessions. 675 attended

**Digital Literacy programmes:** 31 sessions. 242 attended. Device Drop in

**Lifelong Learning – Older programmes:** 39 sessions. 218 attended, Quiz, Discovery, JP sessions,

**Lifelong Learning – Youth programmes:** 36 sessions. 336 attended, Codebyters, Lego challenge, Casual Crafts

**Lifelong Learning – Family / Children programmes:** 38 sessions. 238 attendees. Storytimes, Rhymetimes, Baby Sensory, ECE visits by Edge Connector; book swap series.

**Service targets for Libraries**

Performance measure	Target	Actual to date	Comments
YTD physical visits to libraries	282,000	57,777	
YTD digital visits to libraries	150,000	42,763	This figure is website usage only, it excludes wifi sessions and database use
Average monthly visits to libraries as a percentage of population	70%	71%	

## Swimming Pools funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	165	165	-	988	553	
Targeted rates	465	445	20	2,671	2,666	
Subsidies and grants for operating purposes	-	2	(2)	10	-	
Fees and charges	274	356	(82)	2,134	1,563	1
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	904	968	(64)	5,803	4,782	
<b>Application of operating funding</b>						
Payments to staff and suppliers	831	610	(221)	3,253	2,855	2
Finance costs	-	36	36	214	-	
Internal charges applied	146	146	-	873	447	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	977	792	(185)	4,340	3,302	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(73)</b>	<b>176</b>	<b>(249)</b>	<b>1,463</b>	<b>1,480</b>	

### Commentary

1. Selwyn Aquatic Centre fees and charges are \$82,000 unfavourable to budget for the year to date. Swim school and school lessons income is favourable by \$35,000, also admissions and squad income are unfavourable by \$29,000 and \$11,000 respectively. The centre has been operating under COVID-19 alert level 2 for much of August and this has reduced class sizes and a number of events have had to be cancelled.
2. Payments to staff and suppliers for pools is unfavourable to budget by \$221,000 which include various unfavourable variances including maintenance costs \$282,000 which relate to the replacement of bolts being carried out by Armitage Williams at the Selwyn Aquatic Centre, which has been reported separately to Council. This is partially offset by favourable variances notably electricity \$12,000 and training \$9,000.

### Swimming Pools in August:

Swim school numbers: 2,270 with 2,160 in swim schools and 110 in squads

Aqua Fitness programmes 627 attendees in August. Class sizes reduced due to social distancing req. under level 2

Continued work on accelerated programming to allow early build completion

### Service targets for Swimming Pools

Performance measure	Target	Actual to date	Comments
<b>Selwyn Aquatic Centre</b>			
Achieve revenue target	\$2,102,238	\$273,963	At risk due to COVID-19 alert level
Attendees	300,000	67,395	



	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	654	654	-	3,922	3,880	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	-	-	-	-	1	
Fees and charges	-	-	-	3	6	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	654	654	-	3,925	3,887	
<b>Application of operating funding</b>						
Payments to staff and suppliers	388	503	115	2,947	2,827	1
Finance costs	-	1	1	16	-	
Internal charges applied	108	108	-	583	583	
Other operating funding applications	7	-	(7)	177	59	
Total application of operating funding (B)	503	612	109	3,724	3,469	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>151</b>	<b>42</b>	<b>109</b>	<b>202</b>	<b>418</b>	

### Commentary

1. Payment to staff and suppliers is favourable by \$115,000 being township maintenance, notably Prebbleton \$19,000, Lincoln \$29,000, West Melton \$21,000 and Rolleston townships \$25,000. This is in part due to the timing of when reserves are vested to Council that has been budgeted, as well as seasonality to some degree.

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	246	246	-	1,476	4,881	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	8	15	(7)	93	-	
Fees and charges	430	440	(10)	2,640	1,656	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	32	
Total operating funding (A)	684	701	(17)	4,209	6,569	
<b>Application of operating funding</b>						
Payments to staff and suppliers	571	524	(47)	1,560	2,417	1
Finance costs	28	62	34	363	152	
Internal charges applied	198	198	-	1,259	1,099	
Other operating funding applications	-	1	1	-	-	
Total application of operating funding (B)	797	785	(12)	3,182	3,668	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(113)</b>	<b>(84)</b>	<b>(29)</b>	<b>1,028</b>	<b>2,901</b>	

The above table includes all other Community facilities: Cemeteries, office buildings, public toilets, and forestry, housing and gravel reserves.

### Commentary

1. Payments to staff and suppliers are \$47,000 unfavourable to budget overall as various small favourable and unfavourable variances make up the total. Notable unfavourable variances include on- Building legal fees costs \$30,000 largely in relation to Rolleston town centre development project.

### Operational Commentary

Cemeteries - has been busy with burials and maintenance requirements are being looked at for the needs of each site. The next round of beam installs are being scoped now too.

Public toilets -are being utilised throughout the district and several refreshes has been planned due to this. Sheffield toilets has recently had a freshen up and Dunsandel toilets (on SH1) were closed on Friday pending their removal as the new public toilet block was installed in the Domain last year.

### **Service targets for Buildings & Other**

Performance measure	Target	Actual to date	Comments
<b>Cemeteries</b>			
Number of complaints received per annum related to cemetery service	≤10	0	

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	499	499	-	2,993	2,839	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	35	10	25	60	88	
Fees and charges	-	-	-	-	8	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	11	-	11	-	135	
Total operating funding (A)	545	509	36	3,053	3,070	
<b>Application of operating funding</b>						
Payments to staff and suppliers	358	462	104	2,774	2,295	1
Finance costs	-	-	-	-	-	
Internal charges applied	111	111	-	664	387	
Other operating funding applications	-	10	10	60	52	
Total application of operating funding (B)	469	583	114	3,498	2,734	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>76</b>	<b>(74)</b>	<b>150</b>	<b>(445)</b>	<b>336</b>	

### Commentary

- Community services (including Community and Economic Development) contribute a favourable variance of \$98,000, notable favourable variances include events, activity and promotion costs \$65,000 and cost of staff \$51,000.  
Civil defence costs are unfavourable to budget slightly \$6,000 largely due to costs relating to the COVID-19 Pandemic, all other expenditure is in line with budget.

**Community and Economic development in August:** Operating under COVID-19 Alert level 2 since 12 August

### Community Capacity Building Target - 500 participants

**August - 2, YTD 64** – on track.

Social Wellbeing Forum = 23 attended,

Selwyn Events Organisers Networking Forum = 11 attendees.

### Initiatives Targeting Newcomers - Target 12

**August 1, YTD 1:**

Initiative 1 - Migrant Support Workshop and webinar held at LEC Monday 17 August, attended by 22

### Community Events – August:

Community events are delivered/facilitated (targeting Youth, Families with children and older people.

Target more than 10,000 attendees, 100 events (joined-up)

**August 0 delivered;** Planning for Culture Fest and SWELL (Wellbeing for Older People in Selwyn)

**All Events Total:** YTD 33 events, 6,166 attendees – on track

### Community Fund: August 2020. 4 rounds per annum

Community funding enables Community-based Initiatives **Target 25 per annum**

### Round 1 closed 31 July 2020

Total Approved and distributed: \$39,771

Number of Community groups funded: 23

Average \$ per grant: 1,590 **YTD 23 grants – on track**

### Service targets for community services

Performance measure	Target	Actual to date	Comments
Number of events delivered/facilitated	100 Events	111	SRW & Aq
Number of participants	10,000	11,720	
Arts, Culture and Heritage Events	12	10	ACLL

## Environmental services funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	1,416	1,416	-	8,496	7,216	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	20	19	1	116	123	
Fees and charges	2,141	1,543	598	5,712	8,241	1
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	12	-	12	-	-	
<b>Total operating funding (A)</b>	<b>3,589</b>	<b>2,978</b>	<b>611</b>	<b>14,324</b>	<b>15,580</b>	
<b>Application of operating funding</b>						
Payments to staff and suppliers	2,393	2,111	(282)	11,546	12,560	2
Finance costs	-	-	-	-	-	
Internal charges applied	582	582	-	3,490	1,944	
Other operating funding applications	1	1	-	5	4	
<b>Total application of operating funding (B)</b>	<b>2,976</b>	<b>2,694</b>	<b>(282)</b>	<b>15,041</b>	<b>14,508</b>	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>613</b>	<b>284</b>	<b>329</b>	<b>(717)</b>	<b>1,072</b>	

### Commentary

1. Income received is favourable to budget due to increased Building department income of \$485,000 compared to budget, Resource consent fees are \$53,000 favourable to budget both as a result of continued growth in the district; building consents received YTD 542 with 498 issued and resource consents received 151, issued 118 with 100% completed within timeframe.
2. Payments to staff and suppliers – the unfavourable variance of \$282,000 is made up of numerous unfavourable variances and some favourable variances. The unfavourable variances include building levies \$178,000 and consultant's fees \$402,000 the majority of which are on charged as shown in Note 1 above. Favourable variances legal expenses \$58,000, general expenses \$22,000 and operational projects largely in relation to the District plan review \$190,000.

Note: the year to date fees and charges and payments to staff and suppliers includes the agency receipts and payments relating to building authority levies, however these items we excluded from the full year budget and actual for 2019/20

See appendix for detailed Environmental services performance report.

## Transportation funding impact statement

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	1,054	1,054	-	6,323	3,004	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	2,584	2,582	2	16,511	9,415	1
Fees and charges	-	-	-	-	-	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	34	47	(13)	282	287	
<b>Total operating funding (A)</b>	<b>3,672</b>	<b>3,683</b>	<b>(11)</b>	<b>23,116</b>	<b>12,706</b>	
<b>Application of operating funding</b>						
Payments to staff and suppliers	1,472	1,265	(207)	7,589	10,151	2
Finance costs	89	67	(22)	403	232	
Internal charges applied	371	371	-	2,226	1,940	
Other operating funding applications	-	-	-	-	-	
<b>Total application of operating funding (B)</b>	<b>1,932</b>	<b>1,703</b>	<b>(229)</b>	<b>10,218</b>	<b>12,323</b>	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>1,740</b>	<b>1,980</b>	<b>(240)</b>	<b>12,898</b>	<b>383</b>	
<b>Applications of capital funding</b>						
Capital - growth	3,581	3,886	305	25,613	8,406	3
Capital - level of service	597	234	(363)	1,407	2,443	
Capital - renewals	946	1,370	424	6,632	5,332	
Increase / (decrease) in reserves	-	-	-	(459)	2,810	
Increase / (decrease) of investments	(3,066)	(3,209)	(143)	(11,639)	(9,832)	
<b>Total applications of capital funding (D)</b>	<b>2,058</b>	<b>2,281</b>	<b>223</b>	<b>21,554</b>	<b>9,159</b>	
<b>Surplus / (deficit) of capital funding (C-D)</b>	<b>(1,740)</b>	<b>(1,980)</b>	<b>240</b>	<b>(12,898)</b>	<b>(383)</b>	

### Commentary

1. NZTA subsidy income is in line with budget,
2. The subsidised maintenance and operational expenditure is progressing well with expenditure for the first two months being close to the overall year to date budget.
3. Main area of expenditure to date has been unsealed maintenance metalling with the majority of the programmed work for the year completed.  
Work on sealed pavement maintenance predominantly as pre-reseal repairs is under way and will be a focus for the next three months to enable the programmed reseals to be completed.

#### Service targets for Transportation services

Performance measure	Service Area	Target	Actual to date	Comments
Response to service requests: The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan.	All	>75% resolution within the timeframe specified	378/491 77%	401 requests completed in total 82%
Maintenance of a sealed local road network: The percentage of the sealed local road network that is resurfaced.	Sealed roads	≥6.3% (75km)	0.km	
Road Safety: The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	Road Safety	Progressively reducing number of fatal and serious crashes.	2 Fatal, 7 serious injury	Previous financial year (full yr) 6 Fatal, 39 Serious injury

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	-	-	-	-	-	
Targeted rates	1,417	1,451	(34)	8,704	8,093	
Subsidies and grants for operating purposes	59	68	(9)	68	64	
Fees and charges	921	890	31	3,034	2,723	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	2,397	2,409	(12)	11,806	10,880	
<b>Application of operating funding</b>						
Payments to staff and suppliers	2,055	2,148	93	10,578	9,164	
Finance costs	-	3	3	17	-	
Internal charges applied	94	94	-	567	579	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	2,149	2,245	96	11,162	9,743	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>248</b>	<b>164</b>	<b>84</b>	<b>644</b>	<b>1,137</b>	

### Commentary

#### **Resource Recovery Park**

Income to date is favourable to budget by \$69,000 largely due to seasonal dip in winter organic tonnages.

Operational costs are \$28,000 favourable to budget, reflecting the later than forecast change in organics processing cost structure (Sicon owned shredder), as well as the increase in staffing presence onsite at the new recycling drop off area (yet to take effect).

#### **Waste collection**

Revenue from bins in service is \$33,000 unfavourable to budget due to the actual number of bins in service, being lower than what was allowed for in the LTP - which is based on the bin numbers projected for mid-point of the financial year (31 December).

Expenses for waste collection operations are \$23,000 favourable to budget mostly due to the seasonal dip in winter organics tonnes. This is despite the cost impact of contaminated recycling loads being rejected and landfilled at a higher cost.

The RFID bin tagging project is for all intents and purposes now complete and within budget, however Covid-19 forced it to continue beyond financial year end.

#### **Waste disposal**

Income to date is unfavourable by \$27,000 made up of several variances including lower than budgeted dump fees for compost collection – the seasonal winter dip.

Operational expenditure on waste disposal is \$40,000 favourable to budget, primarily due to yet to be realised changes in organics processing costs, and the yet to take effect increases in staffing levels onsite at the new recycling drop off area.

Projects are \$69,000 favourable partly attributed to SDC's share of the waste minimisation levy funds received from central government which have not been fully spent and are earmarked for future waste minimisation projects, including the Reconnect Project.

Note: the year to date fees and charges and payments to staff and suppliers include fund transfers between the collection and disposal accounts. These items we excluded from the full year budget and actual for 2019/20

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	-	-	-	-	-	
Targeted rates	948	931	17	7,523	7,187	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	15	22	(7)	129	97	
Internal charges and overheads recovered	-	-	-	-	1,421	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	963	953	10	7,652	8,705	
<b>Application of operating funding</b>						
Payments to staff and suppliers	890	733	(157)	4,144	4,809	1
Finance costs	-	-	-	-	-	
Internal charges applied	301	301	-	1,807	2,841	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,191	1,034	(157)	5,951	7,650	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(228)</b>	<b>(81)</b>	<b>(147)</b>	<b>1,701</b>	<b>1,055</b>	

## Commentary

1. Payments to staff and suppliers have an overall unfavourable variance of \$157,000 split between operational costs - unfavourable by \$110,000 and operational projects - unfavourable by \$46,000.

Operational costs unfavourable variance includes Insurance – \$51,000, Maintenance – \$77,000 largely due to reactive maintenance being unfavourable to budget by \$86,000, this variance may be at risk of increasing during the financial year and increased costs relating to the monitoring of water quality - \$61,000 due to increased sampling throughout the district.

Favourable cost variances arise from reduced electricity costs - \$70,000 and Water right fees \$9,000

The operational projects are unfavourable to budget, YTD, by \$46,000. The full year budget for water operational projects is \$615,000, phasing of these projects will continue over the next month to refine reporting and treasury requirements.

## Service targets for Water supply

Performance measure	Target	Actual to date	Comments
<b>Water supply</b>			
The total number of complaints received about drinking water clarity, continuity of supply, odour, taste, pressure and flow, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 15.		
The extent to which the drinking water supplies comply with the drinking water standards for bacteria compliance. (Mandatory Performance Measure)	≥99.5% of monitoring samples comply, at both the treatment plant and within the reticulation, across the district		

	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	-	-	-	-	-	
Targeted rates	1,270	1,255	15	7,532	7,039	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	19	30	(11)	669	1,039	
Internal charges and overheads recovered	-	-	-	-	882	
Other operating funding	-	-	-	-	2	
Total operating funding (A)	1,289	1,285	4	8,201	8,962	
<b>Application of operating funding</b>						
Payments to staff and suppliers	937	915	(22)	4,312	5,019	1
Finance costs	71	72	1	430	378	
Internal charges applied	198	198	-	1,189	1,763	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,206	1,185	(21)	5,931	7,160	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>83</b>	<b>100</b>	<b>(17)</b>	<b>2,270</b>	<b>1,802</b>	

## Commentary

1. Payments to staff and suppliers is unfavourable to budget by \$22,000 split between operational costs – unfavourable to budget by \$45,000 and operational projects –favourable by \$23,000.

Operational cost variances that are unfavourable to budget are maintenance- reactive \$91,000 this variance may be at risk of increasing during the financial year. Costs favourable to budget are maintenance – treatment \$37,000 and electricity - \$6,000 and monitoring water quality \$3,000

The operational projects are favourable to budget by \$23,000. The full year budget for operational projects is \$422,000.

## Service targets for Waste water

Performance measure	Target	Actual to date	Comments
<b>Waste water</b>			
The total number of complaints received about sewage odour, blockages and system faults, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 6		
The number of wet and dry weather wastewater overflows from the wastewater system, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 1.3 overflow		



	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	-	-	-	-	-	
Targeted rates	231	231	-	1,386	1,309	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	-	-	-	-	-	
Internal charges and overheads recovered	-	-	-	-	185	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	231	231	-	1,386	1,494	
<b>Application of operating funding</b>						
Payments to staff and suppliers	230	192	(38)	931	714	1
Finance costs	13	10	(3)	62	72	
Internal charges applied	31	31	-	184	369	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	274	233	(41)	1,177	1,155	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(43)</b>	<b>(2)</b>	<b>(41)</b>	<b>209</b>	<b>339</b>	

## Commentary

1. Payments to staff and suppliers have a total overall unfavourable variance of \$38,000.

Operational costs are unfavourable by \$29,000 mostly due to higher than budgeted contract costs of maintenance and treatment vegetation - \$27,000, this variance will increase during the financial year to approximately \$140,000.

Operational projects are unfavourable to budget \$9,000. The full year budget for operational projects is \$144,000.

## Service targets for Storm water

Performance measure	Target	Actual to date	Comments
<b>Storm water</b>			
The number of complaints received about the performance of the storm water system, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 6		
The number of flooding events that occur as a result of overflow from the storm water system that enters a habitable floor. (Mandatory Performance Measure)	Nil in less than 50 year storm events.		

## Water races and land drainage funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	7	7	-	42	41	
Targeted rates	487	481	6	2,884	2,810	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	243	134	109	427	379	1
Internal charges and overheads recovered	27	27	-	-	420	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	764	649	115	3,353	3,650	
<b>Application of operating funding</b>						
Payments to staff and suppliers	431	469	38	2,876	2,590	2
Finance costs	-	-	-	-	-	
Internal charges applied	95	95	-	407	841	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	526	564	38	3,283	3,431	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>238</b>	<b>85</b>	<b>153</b>	<b>70</b>	<b>219</b>	

### Commentary

1. Fees and charges are favourable to budget by \$109,000 largely due to invoicing CCC \$166,000 in relation to the Paparua water race.
2. Water race payments to staff and suppliers have an overall favourable variance of \$25,000 split between
  - Operational costs - favourable by \$23,000 largely due to favourable variances for maintenance general and headworks.
  - Operational projects - favourable by \$2,000. The full year budget for water race operational projects is \$96,000.

Land drainage payments to staff and suppliers have an overall favourable variance of \$13,000 split between

- Operational costs - unfavourable by \$2,000 made up of small variances favourable and unfavourable.
- Operational projects – favourable by \$15,000. The full year budget for operational projects is \$138,000

### Service targets for Water races and land drainage

Performance measure	Target	Actual to date	Comments
<b>Water Races</b>			
The total number of complaints received about continuity of supply, expressed per 1000 rated properties.	Less than 50.		
<b>Land Drainage</b>			
The number of complaints received about the performance of the Land Drainage system, expressed per 1000 rated properties.	Less than 6		

## Internal Council services funding impact statement

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	2021	2021	2021	2021	2020	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Sources of operating funding</b>						
General rates	(1,025)	(1,025)	-	(6,151)	(6,710)	
Targeted rates	78	78	-	309	415	
Subsidies and grants for operating purposes	21	15	6	90	136	
Fees and charges	248	147	101	734	1,735	1
Internal charges and overheads recovered	3,689	3,689	-	22,135	17,644	
Other operating funding	428	395	33	7,288	6,895	2
Total operating funding (A)	3,439	3,299	140	24,405	20,115	
<b>Application of operating funding</b>						
Payments to staff and suppliers	3,137	3,471	334	18,482	16,795	3
Finance costs	(20)	5	25	31	143	4
Internal charges applied	722	722	-	4,335	2,164	
Other operating funding applications	7	39	32	237	(59)	
Total application of operating funding (B)	3,846	4,237	391	23,085	19,043	
<b>Surplus / (deficit) of operating funding (A-B)</b>	<b>(407)</b>	<b>(938)</b>	<b>531</b>	<b>1,320</b>	<b>1,072</b>	

### Commentary

1. Fees and Charges is favourable to budget by \$101,000 as a result of higher than budgeted income of \$20,000 from penalties, \$34,000 engineering fees and LIM Income \$60,000.
2. Other operating funding is favourable to budget by \$33,000, largely due to higher than budgeted income received from term deposits.
3. Payments to staff and suppliers is unfavourable to budget by \$334,000. This includes favourable variances due to staff costs \$90,000, operational projects \$229,000, training \$41,000 and smaller favourable variances, offset by Consultants fees \$63,000 and various smaller variances.
4. Finance costs are favourable due to working capital being used for major capital projects instead of external borrowing.

## Internal council services

### Support services

Internal support and administration functions exist to assist the Council's significant activities in the delivery of outputs and services with the exception of taxation expense. The cost of all support services (overheads) is allocated to each of the Council's significant activities on a cost basis.

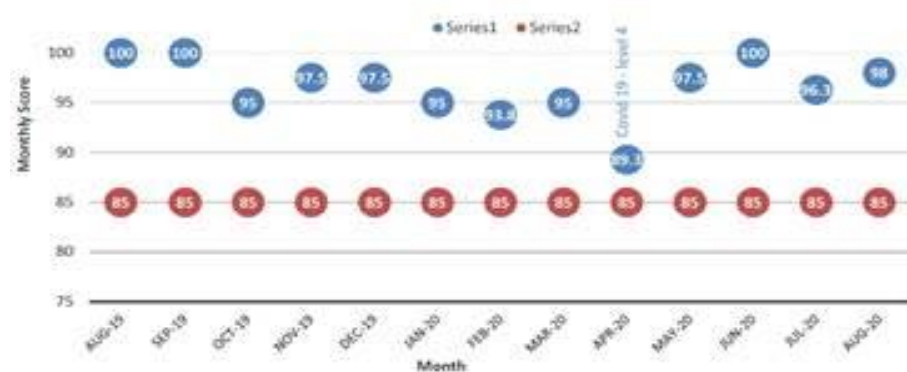
Support services include: CEO's department, Finance function, Information services, Records management and Asset management and service delivery.

The internal Council services activity also covers the Council's corporate income, including dividends, interest and property leases. Because it includes corporate income, the Internal Council Services activity generates a surplus. This surplus is used to reduce the general rate requirement so that all ratepayers benefit from this income. As a result, the general rates line in the funding impact statement represents a reduction to general rates rather than funding from general rates.

## Major contract operational KPI monthly scores

52

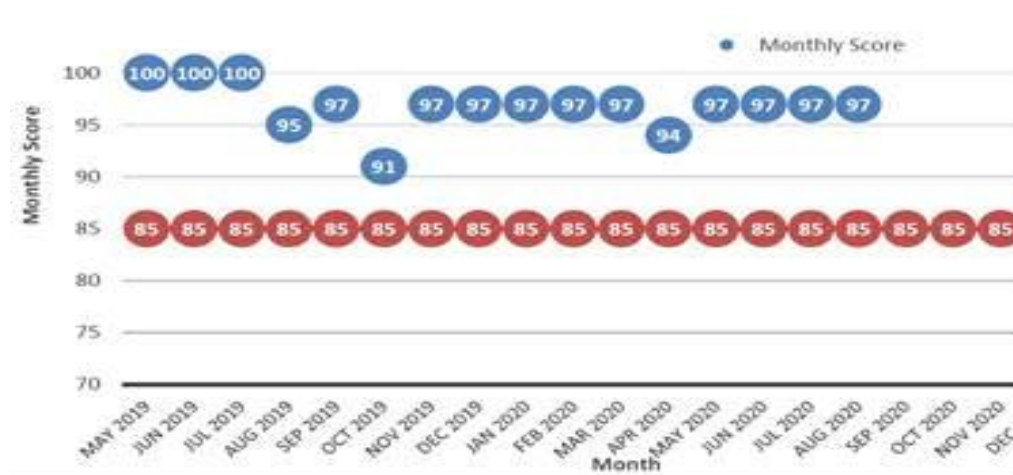
### Transportation Contract C1234 HEB Construction Ltd



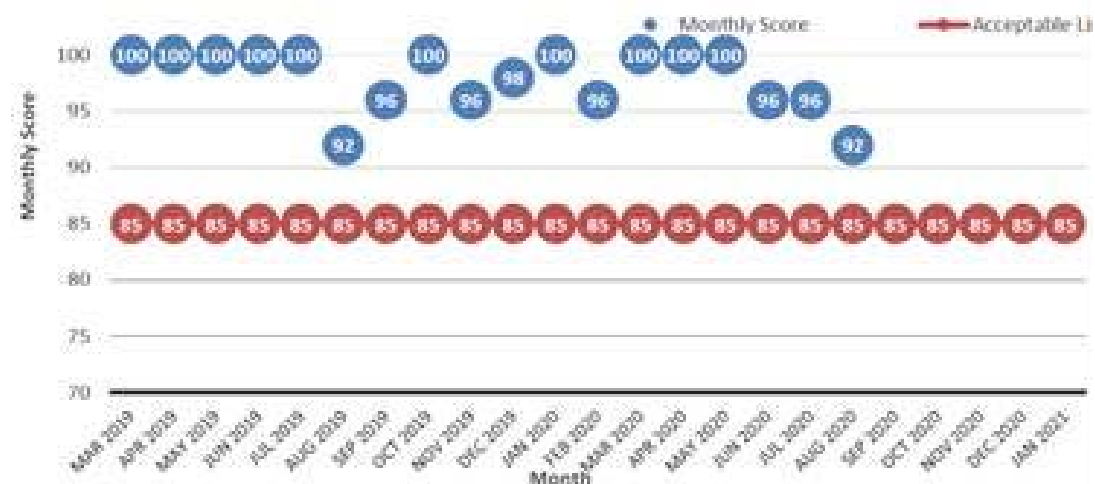
### Water Services Contract C1241 Sicon Ltd



### Pines Resource Recovery Park C1245 Sicon



### Kerbside Collection C1144 Waste Management



### C1202 Parks and Reserves Operations and Maintenance contract-Sicon



## Cash flow Report August 2020

Cashflow forecast 2020/22 (\$000)											
	2021										
	YTD	Sept	October	Nov	Dec	Jan	Feb	March	April	May	June
											Total 2020/21
Opening cash	16,812	13,606	8,917	3,176	2,588	2,930	1,749	1,644	2,747	1,818	2,680
Cash inflows	15,076	15,135	5,683	11,070	17,452	5,256	10,970	14,632	5,580	11,048	17,587
Operating cash outflows	(15,415)	(7,059)	(7,071)	(7,084)	(7,092)	(7,105)	(7,111)	(7,111)	(7,125)	(7,134)	(7,123)
Capital cash outflows	(22,845)	(12,766)	(10,353)	(10,574)	(14,018)	(5,332)	(6,964)	(6,419)	(6,383)	(7,053)	(6,299)
Investment cash outflows	(22)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)
Investments	20,000	-	-	-	-	-	-	-	-	-	-
Total outflows	(18,282)	(19,825)	(17,424)	(17,658)	(21,110)	(12,437)	(14,075)	(13,530)	(13,508)	(14,186)	(13,423)
Forecast cash balance	13,606	8,917	(2,824)	(3,412)	(1,070)	(4,251)	(1,356)	2,747	(5,182)	(1,320)	6,844
Borrowing required	-	-	6,000	6,000	4,000	6,000	3,000	-	7,000	4,000	(5,000)
Closing cash	13,606	8,917	3,176	2,588	2,930	1,749	1,644	2,747	1,818	2,680	1,844
Cumulative borrowing	35,000	35,000	35,000	41,000	47,000	51,000	57,000	60,000	60,000	67,000	71,000

### Commentary

Expected future cash flows for the remainder of this financial year indicate that borrowing will increase by \$31m, however as phasing of the capital projects are refined this position is likely to change.

The quarterly treasury report for period July to September will be discussed at the Audit & Risk subcommittee on 4 November 2020 and provides more detailed information on the Council's cash position.



Carl Colenutt  
**MANAGEMENT ACCOUNTANT**



Craig Moody  
**ACCOUNTING MANAGER**

ENDORSED FOR AGENDA:



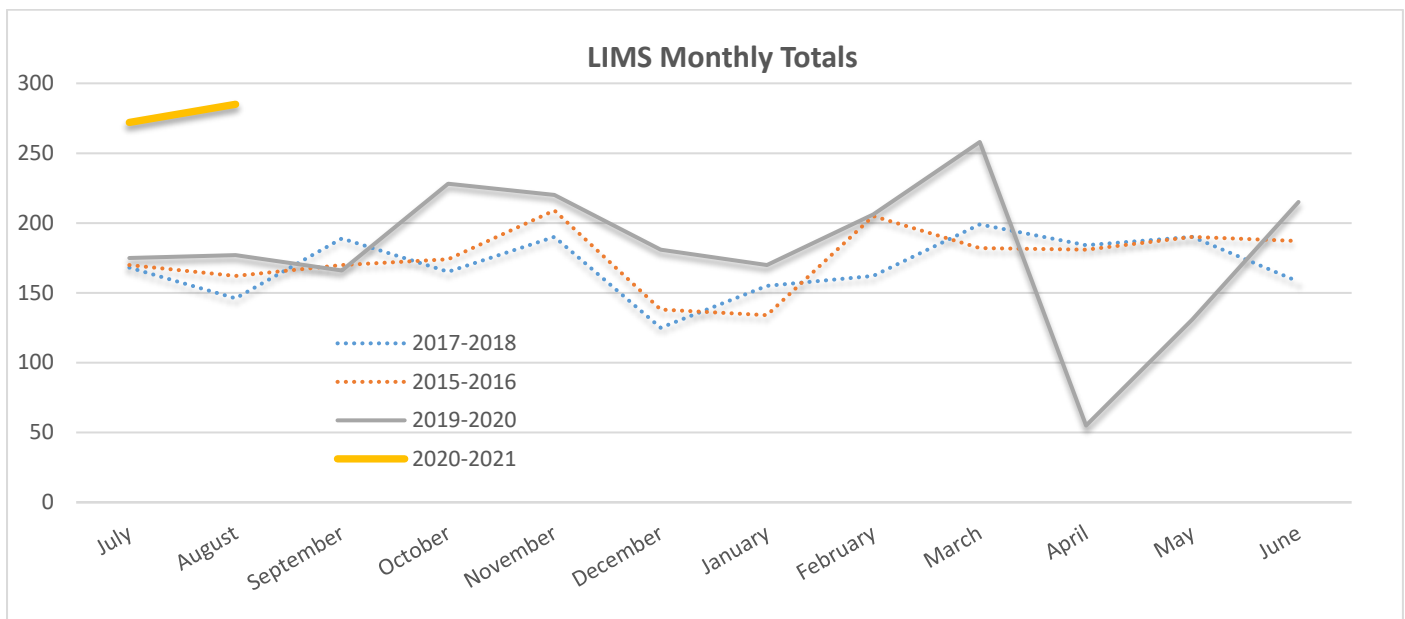
KELVIN MASON  
**GROUP MANAGER ORGANISATIONAL PERFORMANCE**

## LIM TOTALS – August 2020

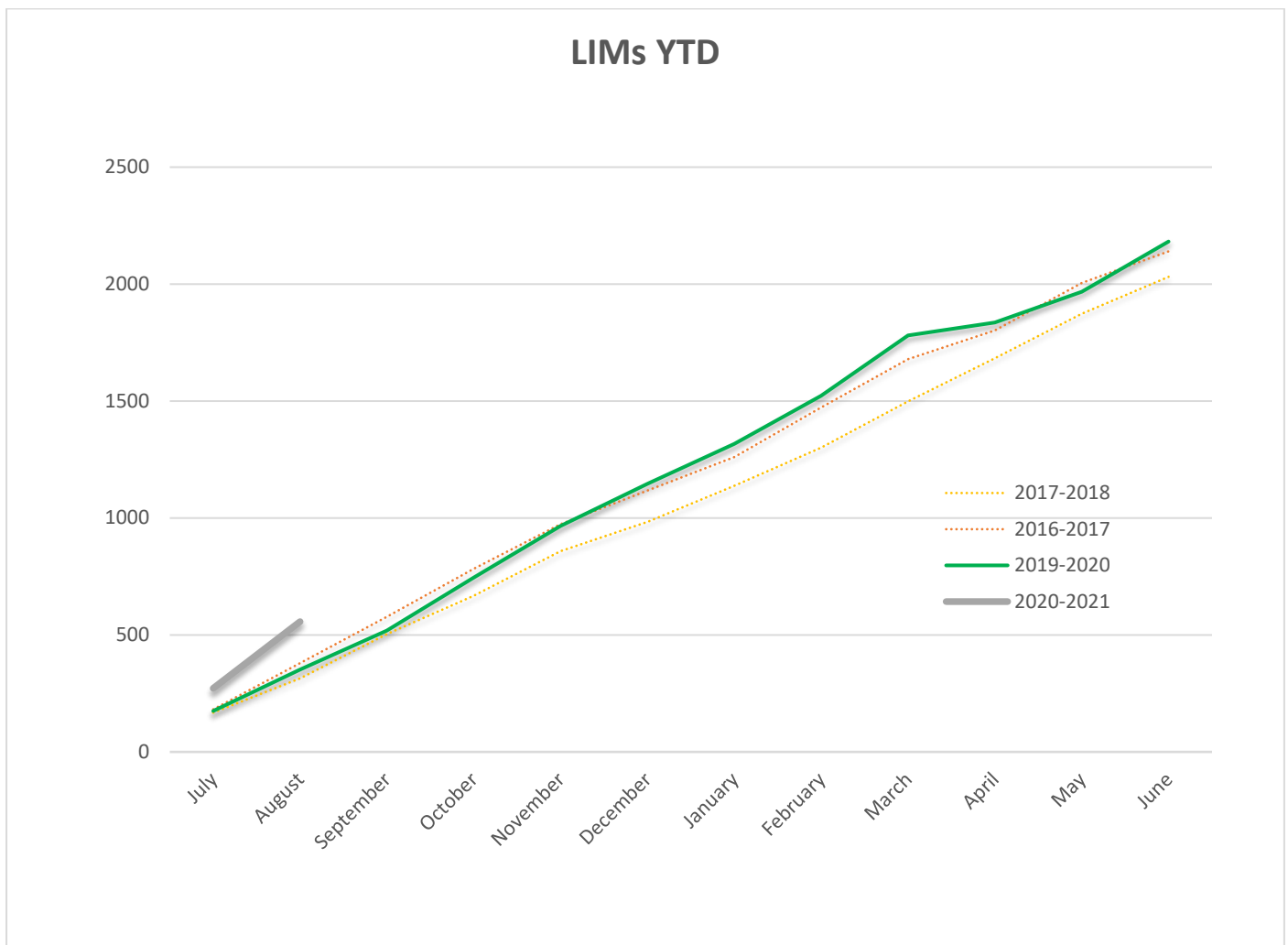
<b>Average Processing Days:</b>	<b>7</b>
<b>LIMs Issued August</b>	<b>285</b>
<b>LIMs Issued July</b>	<b>272</b>
<b>LIMs Received August</b>	<b>301</b>

## LIMs Issued- Monthly Totals

<b>MONTH</b>	<b>2020-2021</b>	<b>2019-2020</b>	<b>2018-2019</b>	<b>2017-2018</b>
July	272	175	178	168
August	285	177	206	146
September		166	152	189
October		228	215	165
November		220	204	190
December		181	124	125
January		170	129	155
February		206	195	162
March		258	181	199
April		55	185	184
May		131	220	190
June		215	151	158



MONTH	2020-2021	2019-2020	2018-2019	2017-2018
July	272	175	178	168
August	557	352	384	314
September		518	536	503
October		746	751	668
November		966	955	858
December		1147	1159	983
January		1317	1283	1138
February		1523	1412	1300
March		1781	1607	1499
April		1836	1788	1683
May		1967	1973	1873
June		2182	2193	2031





## Appendix 2

# ENVIRONMENTAL SERVICES

## STATISTICS

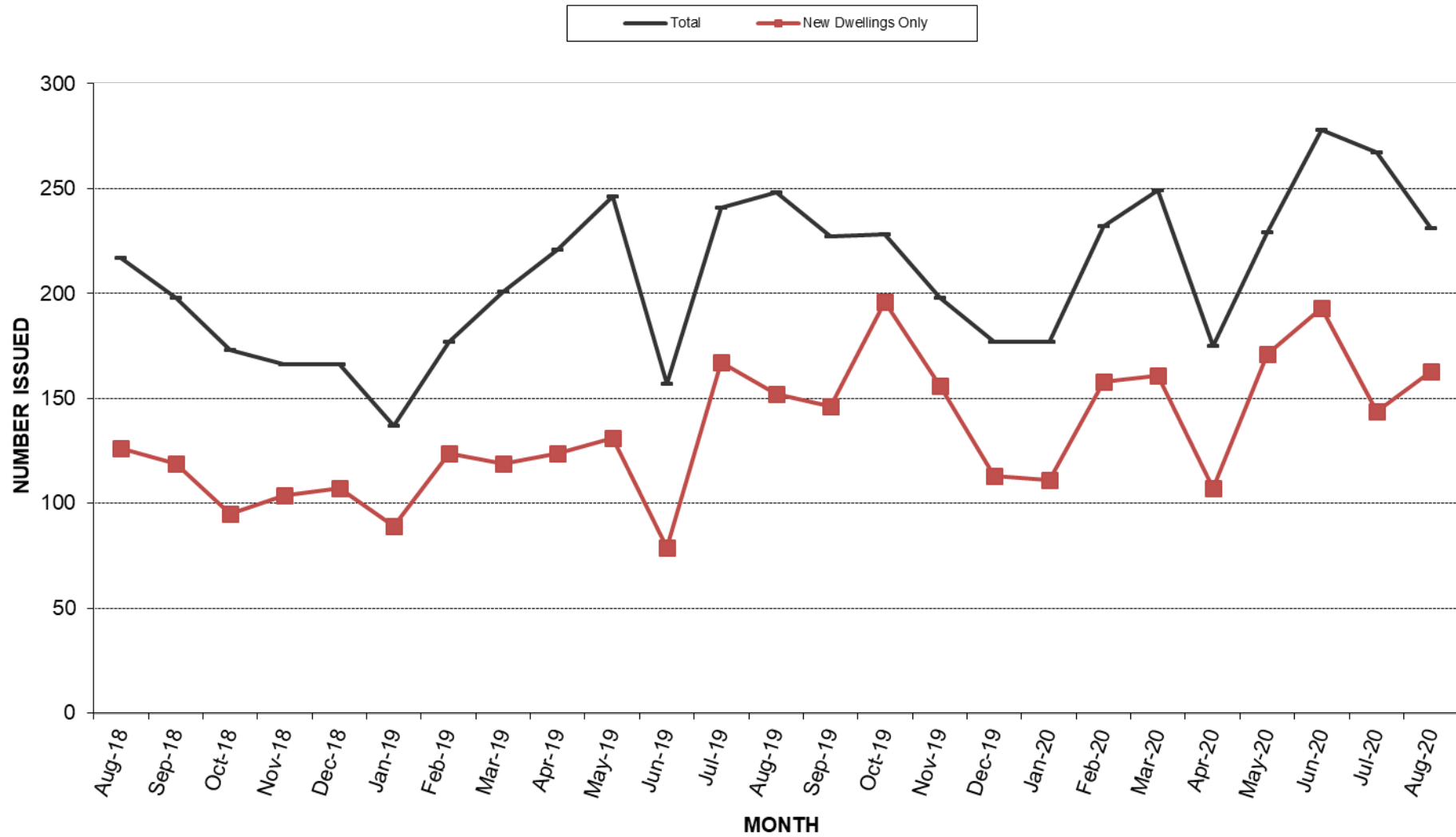
## REPORT

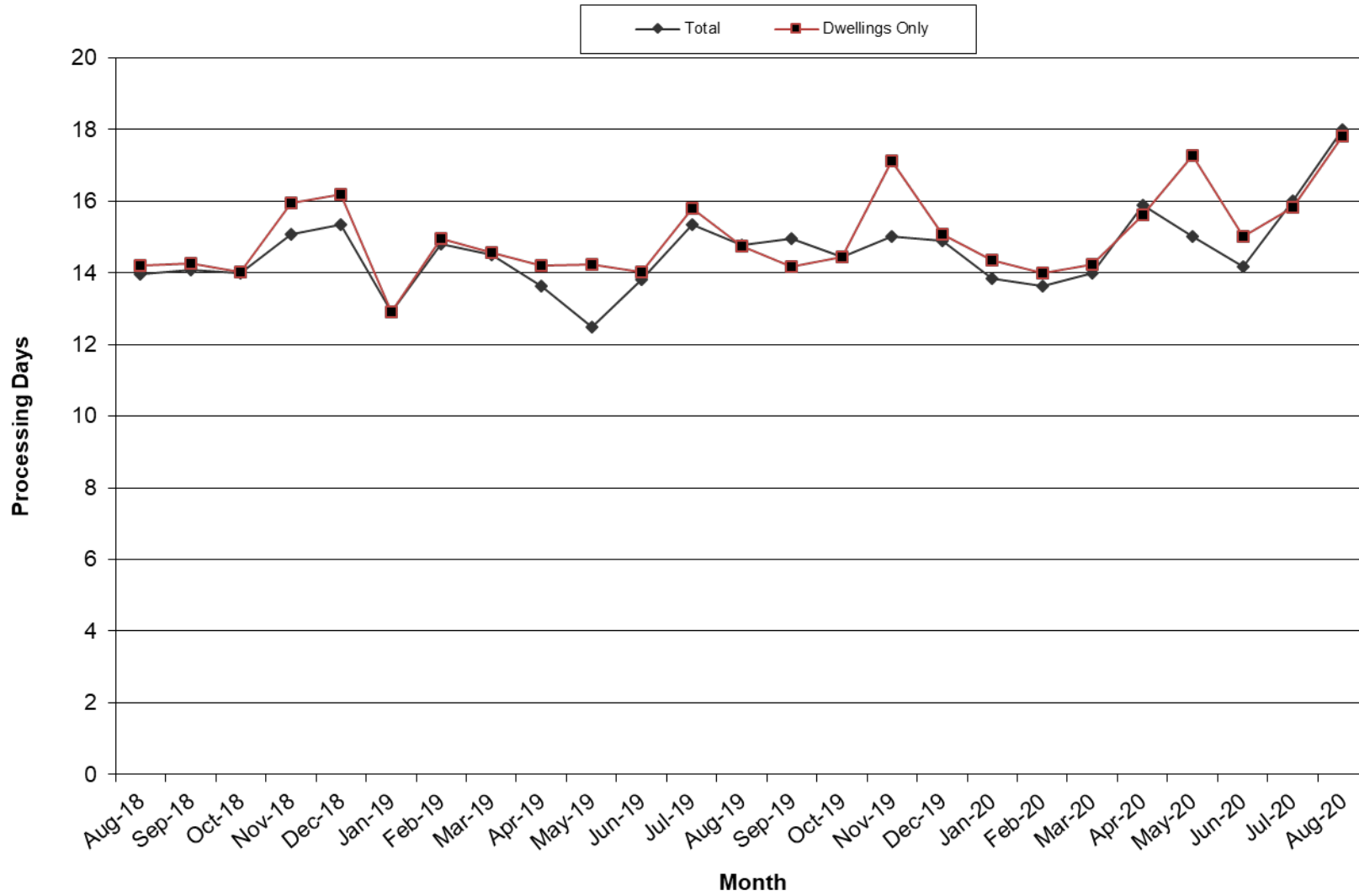
## TO

31 August 2020

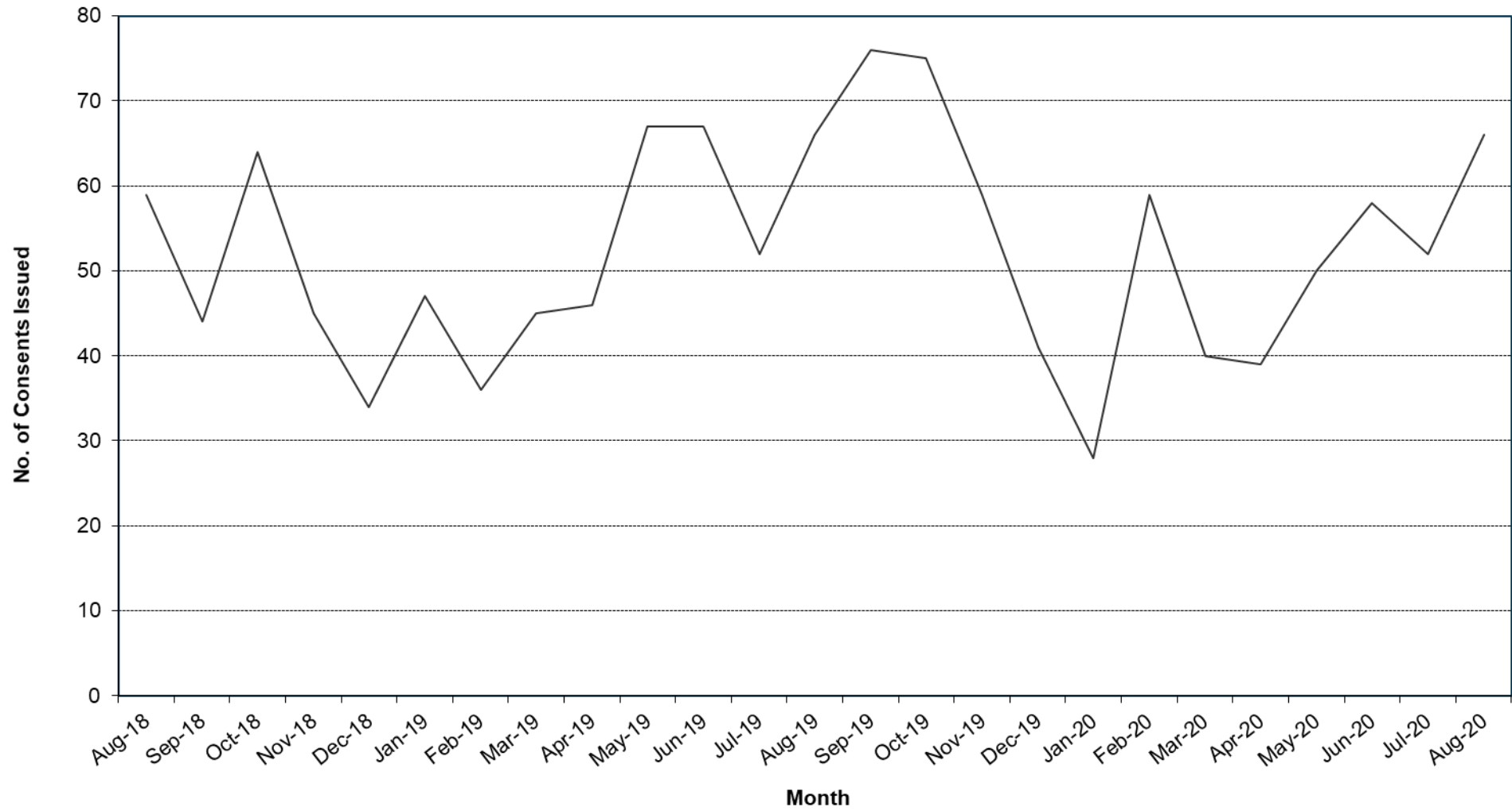
BUILDING STATISTICS										YEAR TO DATE 58				
					<u>July 20</u>					<u>August 20</u>				
										<u>1/7/20 - 30/06/21</u>				
<b>Pims</b>														
<b>Number Received</b>					70					73			143	
<b>Number of PIM's Issued</b>					69					74			143	
<b>Number Issued within 20 working days</b>					66					74			140	
<b>Average Processing Days</b>					12.28					10.5			3.80	
<b>Percentage completed within 20 days</b>					96%					100%			98%	
<b>BUILDING CONSENTS</b>					<b>Total</b>	<b>New Dwellings</b>	<b>Comm</b>	<b>Ind</b>	<b>Other</b>	<b>Total</b>	<b>New Dwellings</b>	<b>Comm</b>	<b>Indust</b>	<b>Other</b>
<b>Number Received</b>					271	161	18	6	86	271	200	10	8	53
<b>Number of Consents Issued</b>					267	144	5	6	112	231	163	9	5	54
<b>No. Issued Within 20 Working Days</b>					236	128	4	5	99	130	91	8	4	27
<b>Average Processing Days</b>					16	15.82	16.36	18.17	16.10	18	17.8	16.12	12.4	20.10
<b>% Completed within 20 Days</b>					88%	88.89%	80%	83%	88%	56.3%	55.83%	89%	80%	50%
<b>No. of Consents Issued 2019/2020</b>					241	167	19	9	46	217	152	12	7	46
<b>No. of Consents Issued 2020/2021</b>					267	144	5	6	112	231	163	9	5	54
<b>Increase (Decrease)</b>					26	(23)	(14)	(3)	66	14	11	(3)	(2)	8
<b>% Increase (Decrease)</b>					11%	(14%)	(74%)	(33%)	143%	6%	7%	(25%)	(29%)	17%
<b>CODE COMPLIANCE CERTIFICATES</b>														
<b>No. of Applications Received</b>					0								0	
<b>No. of CCC's Issued</b>					224					216			440	
<b>No. Issued Within 20 Working Days</b>					213					226			439	
<b>Average Processing Days</b>					1								0	
<b>% Completed within 20 Days</b>					95%					104.6%			100%	
<b>CERTIFICATES OF ACCEPTANCE</b>														
<b>Number Received</b>					5					5			10	
<b>No. of Cert's of Acceptance Issued</b>					0					3			4	
<b>NOTICES TO FIX</b>														
<b>No. of Notices to Fix Issued</b>					0					0			0	
<b>EXEMPTIONS</b>														
<b>No. of Exempetions Received</b>					13					5			18	
<b>No. of Exemptions Granted/Declined</b>					15					6			21	
Note:- there is no statutory timeframe within which an Exemption shall be issued however we endeavour to deal with these on a weekly basis.														
<b>Natural Disasters</b>														
<b>Number Received</b>					3					0			3	

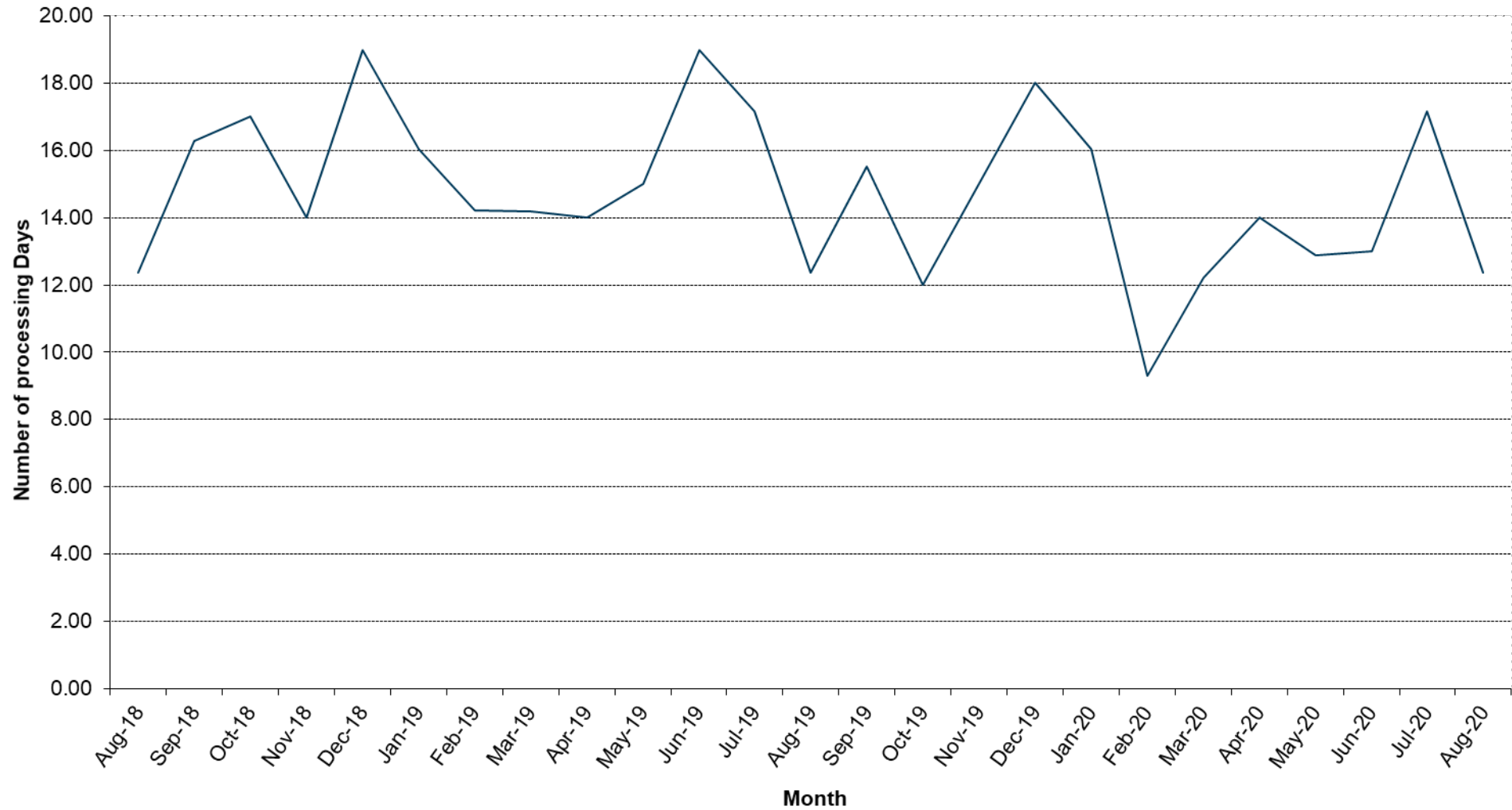
## NUMBER OF SDC BUILDING CONSENTS ISSUED BY MONTH



**Average Number of Processing Days for SDC Building Consents by Month**

<b>TIMELINESS OF ISSUE</b> <b>(includes issue of consents received prior to 1/7/17)</b>									
		<b>Jul-20</b>			<b>Aug-20</b>			<b>YEAR TO DATE</b> <b>(1/7/19 - 30/06/20)</b>	
<b>Applications Received</b>			81			70			151
	<b>Land Use</b>	<b>Subdivision</b>	<b>Total</b>	<b>Land Use</b>	<b>Subdivision</b>	<b>Total</b>	<b>Land Use</b>	<b>Subdivision</b>	<b>Total</b>
<b>Non Notified</b>	41	9	50	60	5	65	101	14	115
Number Completed Within 20 Working Days	41	9	50	60	5	65	101	14	115
% Completed Within 20 Working Days	100%	100%	100%	100%	100%	100%	100%	100%	100%
Average Processing Days	11.34	30.44	14.78	12.95	7.60	12.54	12.30	22.28	17.29
<b>Notified (no hearing)</b>	0	0	0	0	0	0	0	0	0
Number Completed Within 50 Working Days	0	0	0	0	0	0	0	0	0
% Completed Within 50 Working Days	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Average Processing Days	0.00	0.00	0.00	0	0	0	0	0	0
<b>Notified With Hearing</b>	0	1	1	0	0	0	0	1	1
Number Completed Within 130 Working Days	0	1	1	0	0	0	0	1	1
% Completed Within 130 Working Days	N/A	100%	100%	N/A	N/A	N/A	N/A	100%	100%
Average Processing Days	0.00	103.00	103.00	0	0	0	0	103	103
<b>Limited Notification (no hearing)</b>	0	1	1	0	0	0	0	1	1
Number Completed Within 65 Working Days	0	1	1	0	0	0	0	1	1
% Completed Within 75 Working Days	N/A	100%	100%	N/A	N/A	N/A	N/A	100%	100%
Average Processing Days (inclusive where S37 used)	0.00	50.00	50.00	0.00	0	0.00	0	50	25
<b>Limited Notification With Hearing</b>	0	0	0	1	0	1	1	0	1
Number Completed Within 100 Working Days	0	0	0	1	0	1	1	0	1
% Completed Within 100 Working Days	N/A	N/A	N/A	100%	N/A	100%	100%	N/A	100%
Average Processing Days (inclusive where S37 used)	0	0	0	0.00	0.00	0.00	0	0	0
<b>TOTAL ISSUES</b>	<b>41</b>	<b>11</b>	<b>52</b>	<b>61</b>	<b>5</b>	<b>66</b>	<b>102</b>	<b>16</b>	<b>118</b>
<b>NUMBER COMPLETED WITHIN PRESCRIBED TIMEFRAME</b>	<b>41</b>	<b>11</b>	<b>52</b>	<b>61</b>	<b>5</b>	<b>66</b>	<b>102</b>	<b>16</b>	<b>118</b>
<b>% COMPLETED WITHIN TIMEFRAME</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>AVERAGE PROCESSING DAYS</b>	<b>11.34</b>	<b>38.81</b>	<b>17.15</b>	<b>12.74</b>	<b>7.60</b>	<b>12.35</b>	<b>12</b>	<b>29</b>	<b>14</b>




**Total Number of Resource Consents Issued by SDC by Month**

**Average Number of Processing Days for SDC Resource Consents by Month**

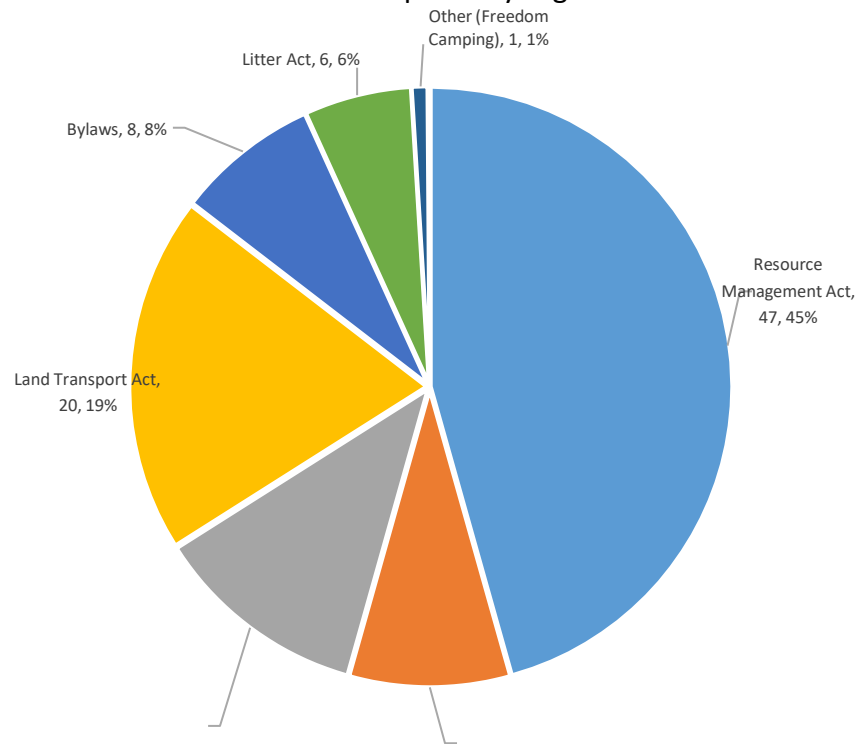
SUMMARY OF ENVIRONMENTAL HEALTH & ANIMAL CONTROL STATISTICS BY YEAR							
<b><u>Environmental Health</u></b>							
<b>Number of Liquor Licences Issued</b>			<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Club Licences			15	9	21	4	1
On Licences			24	30	29	29	2
Off Licences			11	19	22	21	4
Club Managers			160	122	207	165	15
Special Licences			127	118	121	99	5
Temporary Authorities			14	4	3	16	3
<b>Total</b>			<b>351</b>	<b>302</b>	<b>403</b>	<b>334</b>	<b>30</b>
Number of Licenced Food Premises / Trades			259	265	276	294	292
Reported Infectious Diseases			109	135	137	65	9
<b><u>Animal Control</u></b>			<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
No of Dogs Registered at Period End			13,202	13,524	14,047	14,499	12,949
No of Dogs Unregistered at Period End			0	0	0	0	1,572
			13,202	13,524	14,047	14,499	14,521
			<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100.00%</b>	<b>89.17%</b>
No of Dogs Legally Required to be Micro chipped			10,767	11,454	12,102	12904	13,017
No of Dogs Micro chipped at Period End			9,890	10,660	11,176	11876	11,759
% of Dogs Micro chipped			<b>91.85%</b>	<b>93.07%</b>	<b>92.35%</b>	<b>92.03%</b>	<b>90.34%</b>
No of Owners at Period End			8,519	8,956	9,378	9,680	9,790
Urgent Number of Dog Related Complaints			1,300	1,181	1,327	1,182	195
No of Dog Complaints attended to within 4 hours			1,300	1,181	1,327	1,182	195
% of complaints attended to within 4 hours			<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
No. of Infringements Issued			186	603	535	363	0
Total Number of Dogs Classified as Menacing (by breed / deed)			79	76	78	80	78
Total Number of Dogs Classified as Dangerous			6	8	14	12	13
Dangerous dog increased by 1 after dog came back into Selwyn District							



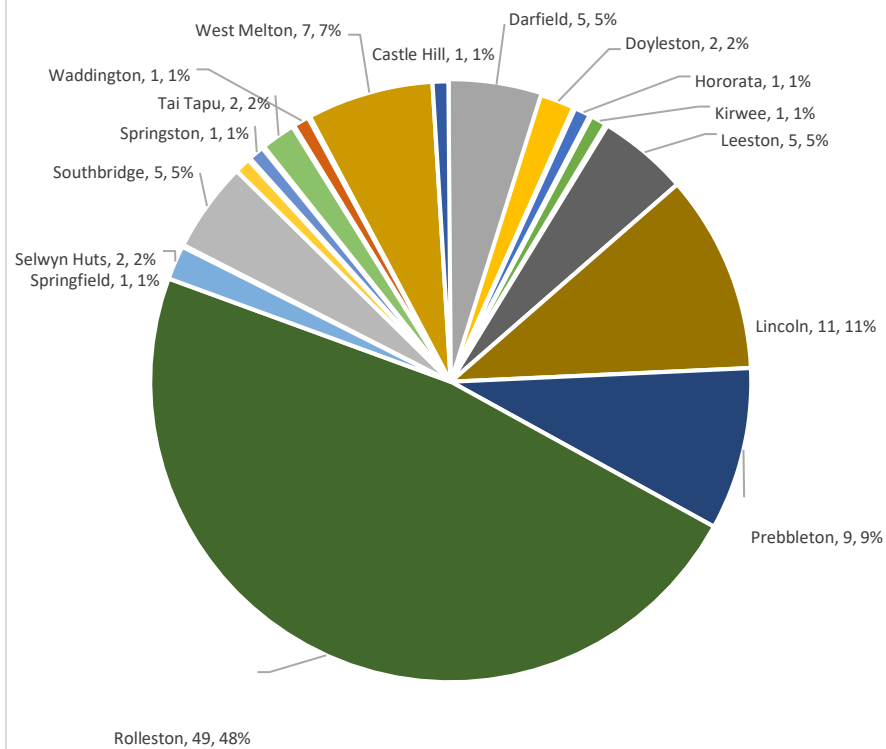
## SDC Compliance Statistics – August 2020

<b>New Cases Opened:</b>	<b>103</b>		<b>Increased by 21%</b>	<b>based on the previous 12 months of data (Avg. 85)</b>
<b>Cases Closed:</b>	<b>95</b>		<b>Increased by 10%</b>	<b>based on the previous 12 months of data (Avg. 86)</b>
<b>Active Cases:</b>	<b>54</b>		<b>Increased by 8%</b>	<b>based on the previous 12 months of data (Avg. 48)</b>

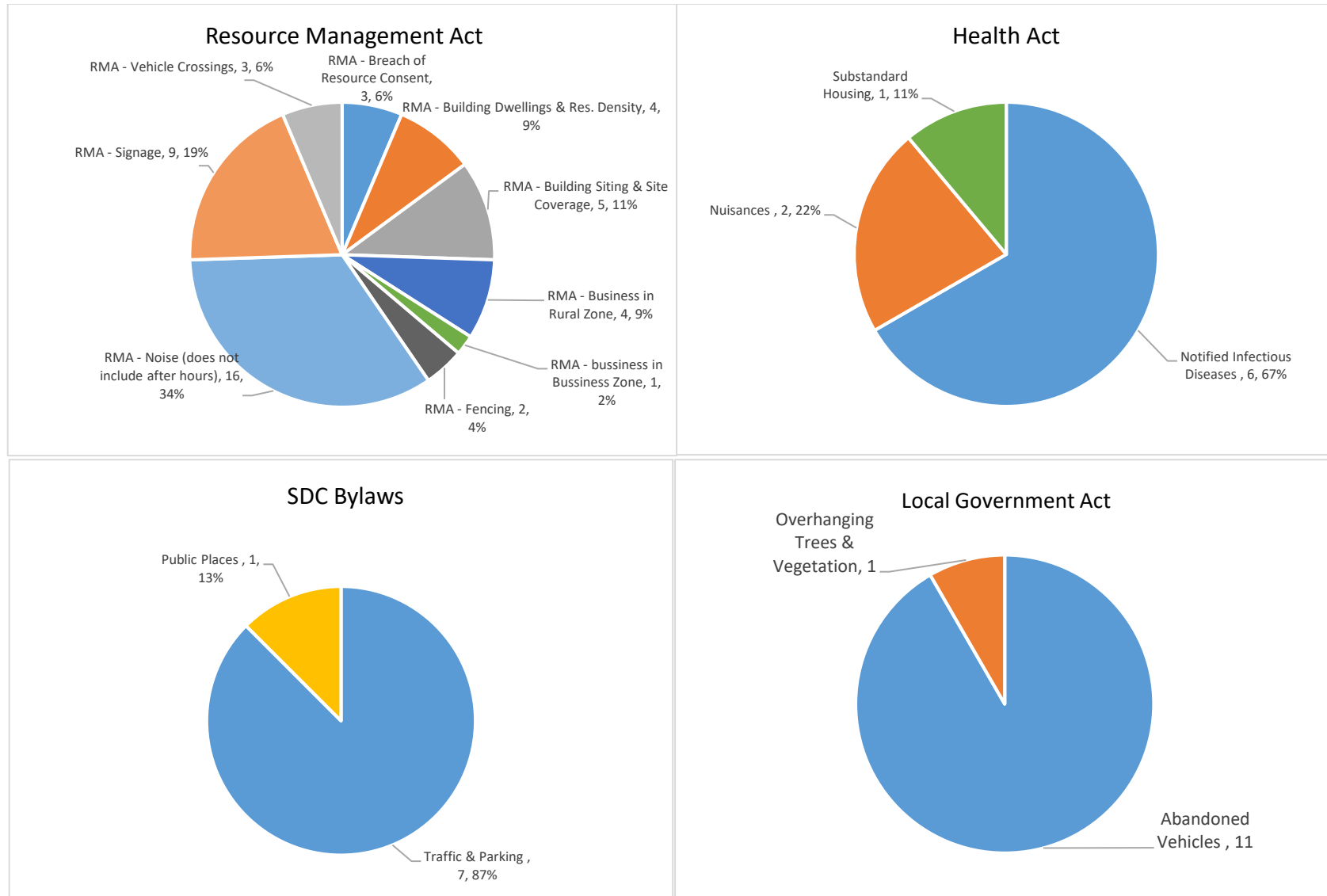
Total Service Requests by Legislation

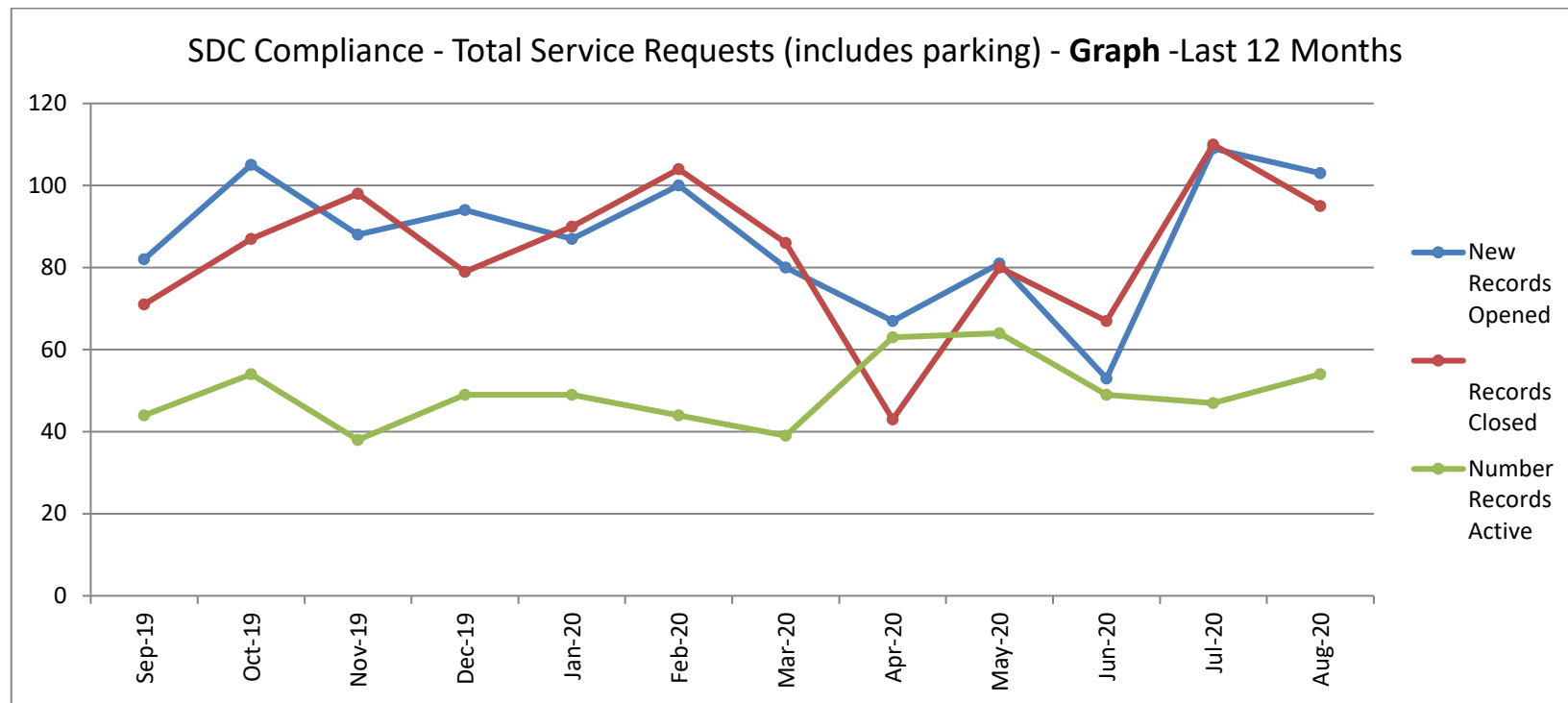
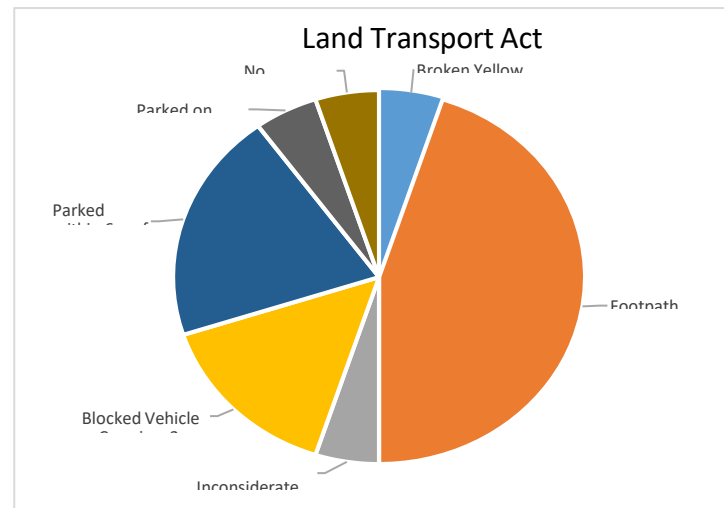


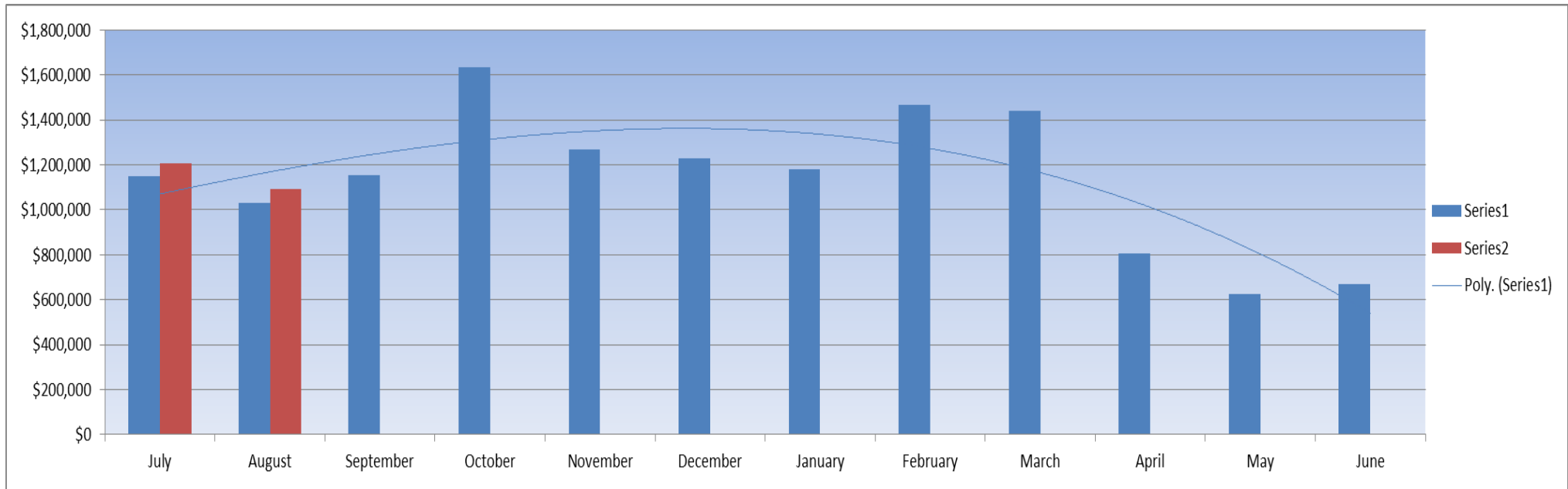
Total Service Requests by Location



### Further breakdown of service requests actioned under each legislation







	2020/21	2020/21	2020/21	2020/21	2020/21	2020/21	
Subsidised Roding summary	YTD Actual	YTD Budget	Variance f/(u)	FY forecast	FY budget	Variance f/(u)	note
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Maintenance and operations	1,361	1,230	(131)	8,678	7,438	(1,240)	1
Renewals	937	1,314	377	5,088	6,298	1,210	2
Capital projects	1,314	1,446	132	10,249	10,481	232	
Low Cost Low Risk	509	187	(322)	1,764	1,403	(361)	
Road Safety	33	38	5	267	341	74	
Transport Planning	-	3	3	20	21	1	
<b>Total</b>	<b>4,153</b>	<b>4,218</b>	<b>65</b>	<b>26,065</b>	<b>25,982</b>	<b>(83)</b>	
<b>1</b>	see note 2 of Transportation FIS						
<b>2</b>	see note 3 of Transportation FIS						

## REPORT

**TO:** Chief Executive

**FOR:** Council Meeting – 14 October 2020

**FROM:** Strategy and Policy Planner, Jocelyn Lewes

**DATE:** 30 September 2020

**SUBJECT: PRIVATE PLAN CHANGE 60 – REZONING OF LAND IN KIRWEE**

---

### RECOMMENDATION

*‘That the Council:*

- a. accepts the recommendation of the independent Commissioner in regards to Plan Change 60 from Kirwee Central Properties Limited to rezone land in Kirwee;*
- b. pursuant to Clause 29(4) of the First Schedule of the Resource Management Act 1991, approves Plan Change 60 without modification for the reasons given in the Commissioner’s recommendation dated 25 September 2020;*
- c. approves the public notification of Council’s decision that establishes that the Operative Selwyn District Plan is deemed to have been amended in accordance with the decision in (b) above from the date of the public notice in accordance with Clause 11 of the Resource Management Act;*
- d. delegates the Team Leader Strategy and Policy to take any steps necessary to give effect to recommendation (b) and (c) above; and*
- e. delegates the Team Leader Strategy and Policy to take any steps necessary to give effect to make Plan Change 60 operative at the conclusion of the appeal period where no appeals are filed.’*

### 1. PURPOSE

This report seeks a decision from Council that Plan Change 60 be approved in accordance with the Commissioner’s recommendation dated 25 September 2020 (**Attachment 1**) and that it be confirmed for inclusion in the Operative Selwyn District Plan.

### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report does not trigger the Council’s Significance Policy. Considering to accept the Commissioner’s recommendation as Council’s decision is a procedural requirement of the Resource Management Act 1991 (the Act).

### 3. HISTORY/BACKGROUND

Kirwee Central Properties Ltd requested a change to the Selwyn District Plan to rezone land in Kirwee from Living 2A to Living 1. The request relies on the existing Living 1

minimum average site sizes in the Operative District Plan, which provide for residential sections with an average minimum allotment size of 800m<sup>2</sup>. The requested change does not seek any amendments to the objectives and policies of the Operative District Plan but does seek to incorporate an Outline Development Plan (ODP) for the area, to provide guidance as to the proposed location of key internal roads and open space connections.

The request relates to land on the eastern side of the Kirwee township, east of School Lane, north of State Highway 73 (West Coast Road) and south of Hoskyns Road, as shown below in Figure 1. The site has a total area of 17.2249 ha and includes 40 land parcels, in various ownership.



**Figure 1 - Aerial photograph of site (Source: Selwyn District Council Maps)**

Plan Change 60 was formally received by Council on 9 May 2019 and, following review by staff, Council decided to accept the request for notification pursuant to Clause 25(2)(b) of the Act on 11 December 2019. The application was publically notified on 21 January 2020, with the submission period closing on 19 February 2020. Nine submissions were received and there were no further submissions. A hearing took place on 31 July 2020.

The appropriateness of the proposed Living 1 zoning is discussed in the Officers report, (which is available for viewing on Council's website) and referenced in the Commissioner's recommendation.

## 4. PROPOSAL

An independent Planning Commissioner, Mr Dean Chrystal, was appointed to consider all the relevant material in respect of the plan change and to make a recommendation to the Council on the plan change and the submissions received.

This recommendation relates to whether the plan change should be approved, approved with modification (in accordance with the scope provided by the plan change) or declined. The final decision on whether or not this recommendation and, as a consequence the plan change, should be adopted is the responsibility of the Council.

For the reasons set out in the Commissioner's recommendation, the Commissioner recommends that Plan Change 60 be approved without modification and that the matters raised in submissions are accepted, accepted in part or rejected.

## 5. OPTIONS

In accordance with Clause 29(4) of the First Schedule of the Act, Council may decline, approve, or approve with modifications, the plan change.

### a. Approve

The Commissioner's recommendation is that Plan Change 60 be approved. Through the Resource Management Act processes, the Commissioner has considered that Plan Change 60 is appropriate in terms of the s32 tests and meets the purpose and principles set out in Part 2 of the Act in promoting sustainable management. Specifically, the Commissioner considered that the plan change will enable people and communities to provide for their economic and cultural wellbeing by providing greater flexibility in residential development in Kirwee in a location which will help in consolidating the urban form of the settlement and where the effects of development can be acceptably mitigated.

### b. Approve with modifications

It is considered that modifying the plan change is not necessary as it has been through a rigorous assessment process, as set out in the Act. The Commissioner considered that the plan change will implement the policies, and is appropriate in achieving objectives, of the District Plan, without the need for modification. As such, it would be inappropriate for the Council to amend any of the findings contained in the Commissioner's recommendation in the absence of hearing the submissions and considering the substantive material that has been considered.

### c. Decline

It is considered that it would be inappropriate for the Council to decline the plan change, as this would be contrary to the recommendation of the independent Commissioner who has determined, through the statutory processes, that the plan change is appropriate.

### **Recommended Option:**

It is recommended that Council accepts the Commissioner's recommendation and approve Plan Change 60.

If the Council accepts the Commissioner's recommendation and approves Plan Change 60 without modification, then Plan Change 60 will continue along the statutory RMA process, with the decision being publicly advertised and notice being served on all submitters. A 30 day appeal period is provided to lodge an appeal against the decision to the Environment Court. If no appeal is received within this timeframe then Plan Change 60 will be deemed to be operative and the District Plan amended accordingly.

## **6. VIEWS OF THOSE AFFECTED / CONSULTATION**

### **(a) Views of those affected**

These matters are addressed in the recommendation of the Commissioner, with the mandatory public notification, serving of the notice of the request on potentially affected parties and submissions processes required under the RMA having provided appropriate opportunity for interested parties to participate in the private plan change process.

### **(b) Consultation**

The mandatory public notification and submissions processes required under the RMA has provided the wider public an opportunity to participate in the private plan change process

### **(c) Māori implications**

Mahaanui Kurataiao Limited, who provide mana whenua environmental services that are endorsed by local Rūnanga, have reviewed the plan change, and this review formed a component of the notified version of the plan change. The review did not identify any wahi tapu or wahi taonga sites of cultural significance within the plan change area. The review concluded that, while the site was appropriate for increased residential development in some respects, there were concerns around both the infrastructure capacity and the road layout, and a number of recommendations were provided. These matters were considered through the plan change process.

### **(d) Climate Change considerations**

Plan Change 60 will assist in responding to climate change by providing for a consolidated urban form, and providing pedestrian and cycle linkages to community infrastructure.

## **7. FUNDING IMPLICATIONS**

The funding implications are limited to any appeal proceedings. All costs incurred in notifying the decision are on-charged to the private plan change proponent.



## 8. PROPOSED DISTRICT PLAN

Council approved the notification of the Proposed District Plan at the meeting on 23 September 2020. The submission period commenced on 5 October 2020 and will run until 4 December 2020.

As the plan change is not yet approved, the area of the plan change request has been zoned Large Lot Residential under the Proposed District Plan. This proposed zone is inconsistent with the requested plan change. It is anticipated that, should the plan change be approved, the plan change proponent will make a submission to have the plan change area rezoned to reflect a zoning more consistent with the plan change. In this respect, the existing Living 1 zone in Kirwee will be zoned Settlement Zone under the Proposed District Plan.

It is noted that, in the early stages of a district plan change process, the objectives and policies of the Operative District Plan hold greater weight. The Proposed District Plan is afforded greater weight the further through the process it is. It is considered that the private plan change is not inconsistent with the objectives and policies of the Proposed District Plan in that it provides for residential activity, albeit a differing density.



Jocelyn Lewes  
**STRATEGY AND POLICY PLANNER**

***Endorsed For Agenda***



Tim Harris  
**GROUP MANAGER ENVIRONMENTAL AND REGULATORY SERVICES**

# **RESOURCE MANAGEMENT ACT 1991**

## **SELWYN DISTRICT COUNCIL**

### **SELWYN DISTRICT PLAN**

#### **PROPOSED DISTRICT PLAN CHANGE NUMBER 60**

**BY**

**KIRWEE CENTRAL PROPERTIES LIMITED**

**TO**

**REZONE 17.22 HECTARES OF LAND LOCATED SOUTH OF HOSKYNS ROAD, KIRWEE  
FROM LIVING 2A TO LIVING 1**

**Decision by**

**Commissioner Dean Chrystal**

**Hearings held on 31<sup>st</sup> July 2020**

**Appearances:**

**Council:**

**Ms Jocelyn Lewes, Council Planner**

**Mr Murray England, Council Asset Manager – Water Services**

**Mr Andrew Mazey, Council Asset Manager - Transportation**

**Applicant:**

**Ms Alex Booker (Legal Counsel)**

**Mr Murray Boyes (Applicant)**

**Mr Andrew Carr (Traffic Engineer)**

**Ms Sally Elford (Planning Consultant)**

**Submitters**

**Mr David Jarman**

**Mr Stuart Pearson for Waka Kotahi - NZ Transport Agency (Planner)**

**Ms Julie Comfort for Bealey Developments Ltd (Planning Consultant)**

**Ms Perri Unthank for Fire and Emergency New Zealand (Planning Consultant)**

**Mr Mike Johns for Fire and Emergency New Zealand**

**Ms Emily Allan for Christchurch City Council (Planner)**

## 1.0 Introduction

- 1.1 Pursuant to instruction from the Selwyn District Council (the Council) I was appointed to conduct a hearing and make a recommendation on Proposed Change 60 (PC60) to the Selwyn District Plan (District Plan) together with submissions thereon at the Council Offices in Rolleston on the 31<sup>st</sup> July 2020.
- 1.2 PC60 is a privately initiated plan change by Kirwee Central Properties Limited (KCPL) which seeks to rezone a 17.22ha hectare site located to the south of Hoskyns Road in Kirwee from Living 2A to Living 1. The proposal does not involve any changes to objectives and policies and will utilise the existing Living 1 standards. The plan change includes an Outline Development Plan (ODP) to guide development.
- 1.3 PC60 was publicly notified on the 21<sup>st</sup> January 2020, to which 9 submissions were received, including one late submission from Christchurch City Council (CCC), which was their second submission. Ms Lewes explained in some detail the situation with the two CCC submissions and there is no need for me to repeat those here other than to say that I accept the reasoning around the late submission and as a result both submissions are to be considered. No further submissions were received.
- 1.4 Of the 9 submissions, seven were opposed in some form, one was in support and one was neutral.
- 1.5 The issues raised in submissions include:
  - Township form and character;
  - Wastewater servicing;
  - Water service, in particular the impact on fire fighting ability;
  - Transport safety, efficiency and connectivity;
  - Land stability and geotechnical risk;
  - Cultural values; and
  - Greater Christchurch Partnership.
- 1.6 Prior to the hearing I undertook a site visit where I was able to view the site from various positions and get an understanding of how it fitted with and linked to the surrounding environment.

## 2.0 Section 42A Report

- 2.1 Pursuant to s42A of the Resource Management Act (the Act or the RMA) Ms Lewes produced a report addressing the proposed plan change and a range of matters she considered were covered by submitters as set out below.

### Township form and character

- 2.2 Ms Lewes outlined the growth anticipated for Kirwee in the Malvern Area Plan (Area Plan) to 2031 with an increase of 187 households and existing capacity to accommodate up to 218 households within the boundary of the township. She also noted the applicants analysis of zoned capacity within the township which sets out that theoretically there is capacity to accommodate 170 residential sites within the current zoning of the

township and that the Living 2 and 2A zones account for approximately 77% of the available residential land in the Kirwee township with the balance of the township zoned Living 1. Ms Lewes noted that the land capacity analysis for the Area Plan included allotments that were to be subdivided but that this consent had since been withdrawn. She also said that large areas of Living 1 zoned land were utilised for civic purposes thus restricting development for residential purposes.

- 2.3 Ms Lewes considered that the plan change area provided a logical expansion to the existing Living 1 Zone in the Kirwee township which it immediately adjoins. She noted that the application site is identified by the Area Plan as undeveloped residential land which could accommodate residential use in the future.
- 2.4 Ms Lewes acknowledged that intensification of the area may result in a change in character from the existing rural residential outlook to one that displays more urban elements such as footpaths and street lighting but that there were no District Plan requirements for the retention of existing visual landscapes and no restrictions on the nature and type of fencing adjacent to the road frontage.
- 2.5 Finally, in response to Mr Dickie's submission Ms Lewes considers that it was not necessary to exclude the existing sections adjacent Hoskyns Road created by the earlier subdivision from the plan change area.

#### **Infrastructure Servicing**

- 2.6 Ms Lewes advised that the plan change area, along with all of Kirwee township was not provided with a reticulated wastewater network. While options were being considered for the possible establishment of a wastewater scheme it could be some time before this was available and Ms Lewes considers that there were viable means to dispose of wastewater to ground. She said that if a reticulated wastewater system became available at the time of any future subdivision, connection to this system should be required.
- 2.7 Ms Lewes outlined that while there is sufficient capacity within Kirwee's reticulated water supply to accommodate the plan change area, the required peak flow rate would not be met if each allotment was provided with an 'on demand' connection. Other options included connections being made to the new bore drilled within the plan change area, if consent to abstract water from the new bore was obtained, noting that at the time of the hearing the Council were preparing a resource consent application for this water abstraction. If this consent was not obtained, Ms Lewes said sites within the PC60 area would have to be provided with a restricted water supply connection of 3 units of water per day (3,000 l/day) to ensure that wider network capacity was retained at peak times. Ms Lewes confirmed that detailed design of water supply networks and methods for restrictions to that supply were typically resolved as part of the subdivision consent process. On the advice of Mr England, Ms Lewes confirmed that a good level of protection could be provided to the ground water supply from contamination.
- 2.8 In terms of firefighting water supply, Ms Lewes considered that there were sufficient measures already to ensure that adequate water volumes and pressures were provided.
- 2.9 In terms of stormwater, Ms Lewes said that the detailed design of any stormwater system was a matter to be considered through the subdivision process and through any necessary resource consents from Environment Canterbury but that Mr England considered the discharge of stormwater to ground was appropriate.

### **Transport safety and efficiency**

- 2.10 With regards to roading and traffic, Mr Mazey had reviewed the report prepared by Mr Carr and, on the whole, he agreed with its conclusions. Mr Mazey did not share submitters concerns regarding the lack of roading connectivity. Instead he agreed with the roading and transport layout shown on the ODP which provided for walking and cycling links within the township, an outcome which was encouraged by the Council.
- 2.11 Ms Lewes referred to the potential transport network layer of the ODP which was commented on in the New Zealand Transport Agency – Waka Kotahi (NZTA) and Bealey Development Ltd submissions. Ms Lewes advised that as this layer of the ODP related to land which fell outside of the PC60 area it should only be considered in so far as showing that connections were possible but that it should not be given any further weight and should not be included in the District Plan if PC60 were approved.
- 2.12 In terms of traffic safety Mr Mazey did not raise any issue with the function of the Suffolk Drive/Hoskyns Road intersection and the location of the existing footpath in that location given the low number of vehicle trips likely to be generated by the proposal. While Mr Mazey considered that a section of Hoskyns Road at the Courtenay Road end should be formed, Ms Lewes considers detailed design of any road upgrades was a matter best resolved through the subdivision process.
- 2.13 Ms Lewes concurred with Mr Mazey's view on CCC's submission by saying that matters such as congestion and increased emissions from commuter traffic volumes into Christchurch City are governed by the Greater Christchurch Partnership. In terms of commuter traffic volumes into Christchurch City contributing to congestion and increased emissions Mr Mazey also confirmed that public transport services to and from Kirwee assisting in reducing commuter car trips.

### **Land Stability and Geotechnical Risk**

- 2.14 Mr McCahon of Geotech Consulting Ltd reviewed the information prepared by Davis Ogilvie Ltd in support of the original subdivision (RC135488) and the supplementary assessment by Coffey Services (NZ) Ltd covering the additional area covered by PC60. His advice was that the ground was suitable for residential subdivision and that there was minimal to no liquefaction potential at the site. In light of this advice Ms Lewes said that the risk of liquefaction or lateral displacement associated with future earthquake events could be satisfactorily addressed at the subdivision and building stages and despite findings that the Greendale fault was located closer than originally included in the servicing report, there was no geotechnical reasons to prevent the plan change from being supported.

### **Cultural Values**

- 2.15 Ms Lewes noted that Mahaanui Kurataiao Limited (MKT) reviewed the plan change request and did not identify any wahi tapu or wahi taonga sites of cultural significance within the PC60 area. While MKT concluded that the site was appropriate for increased residential development, they did raise concerns about infrastructure capacity and road layout and provided a number of recommendations along with an accidental discovery protocol to be in place when earthworks were undertaken. Ms Lewes considered cultural values had been appropriately considered and addressed by the applicant.

### **Greater Christchurch Urban Development Strategy (UDS)**

- 2.16 Ms Lewes addressed the submissions of NZTA and CCC which both raised concerns regarding the impact that PC60 may have on the UDS. Ms Lewes considers that these submissions raised matters that were beyond the scope of the plan change. She said that the plan change area currently fell outside UDS the area and was not recognised in the settlement pattern update or considered in the Our Space recommendations for changes to the Canterbury Regional Policy Statement (CRPS). Ms Lewes considered PC60 was consistent with the current, operative, higher order documents and to decline it on the basis that it may not align with future work, the outcomes of which were not currently known was inconsistent with the principles of natural justice.

### **Statutory Analysis**

- 2.17 Ms Lewes went onto undertake a statutory analysis of the District Plan and other relevant planning documents and the purpose and principles of the Act before concluding that PC60 could be approved with no amendments required to the objectives and policies of the Living 1 zone or its provisions with the only inclusion into the District Plan being the outline plan.
- 2.18 Ms Lewes noted that PC60 was to be considered under Chapter 5 of the CRPS and considered that the outcomes required in this chapter could be achieved and that PC60 was able to 'give effect' to the CRPS. She also considered that the plan change could be efficiently and effectively serviced in a manner that maintained water quality and quantity and was consistent with the outcomes sought by the Land and Water Regional Plan (LWRP).
- 2.19 Ms Lewes considered the values set out in the Mahaanui Iwi Management Plan 2013 (MIMP) will not be compromised and noted that MKT and the rūnanga had made a number of recommendations that were more appropriately addressed at the time of subdivision consent.
- 2.20 With regard to the District Plan, Ms Lewes considered that the assessment contained within the application correctly identified the relevant objectives and policies applying to the plan change and she accepted the conclusion reached that PC60 was consistent with the existing objectives and policies of the District Plan. Ms Lewes also concurred with the conclusion that PC60 was consistent with the key actions identified in the Selwyn 2013: District Development Strategy and the Area Plan in that it manages growth within the existing township boundary in an integrated and consolidated manner.

### **Proposed Amendments**

- 2.21 Ms Lewes did not consider any amendments, alterations or additions to the objectives and policies of the Living 1 zone its provisions were required but that the ODP should be included in the District Plan.

### **Conclusion**

- 2.22 Ms Lewes concluded by saying that at a strategic level, PC60 better achieved the District Plans' objectives than the existing provisions, it was consistent with the provisions regarding urban growth management, gave effect to the objectives and policies of higher order documents and was in accordance with the Area Plan. She went onto say that providing for PC60 allowed for a more efficient use of land than the current zoning and did not require the expansion of the township boundary, resulting in a more compact township form. She said that

servicing of the site was technically feasible, and the plan change would not result in unacceptable effects on safe and efficient functioning of the road network.

### 3.0 Hearing

#### Applicant

- 3.1 **Ms Booker** set out the applicant's case. As a preliminary matter she advised that a consent notice had been registered on the title of the balance lot of the Kirwee Plains Subdivision preventing it from being used in further density calculations for the purposes of subdivision. She pointed out that if PC60 was approved an application for cancellation of the consent notice would need to be made to the Council to enable development of the balance lot. Similarly, if the PC60 is approved, the adjacent landowners, Bealey Developments Ltd (BDL), will also apply to Council to remove the consent notice recorded on their titles which also prevents lots being used in further density calculations for the purposes of subdivision.
- 3.2 Ms Booker then introduced two new pieces of information. The first, referred to as Exhibit A, was a revised ODP which provided the ability in the future for a road connection to be made through to School Lane. The second, referred to as Exhibit B, was a memorandum from Baseline Group addressing the water supply issue and indicating that there was capacity within the existing water supply to provide restricted potable water to the PC60 area and the adjoining Bealey land should consent not be obtained for the new water bore.
- 3.3 Ms Booker noted positive environmental effects resulting from PC60 being given effect to were the logical intensification of an area within existing township boundaries, the meeting of current and future demand for residential lots, additional community funding via development contributions, adequate provision for servicing and facilities, provision of active transport connections and efficient extensions to existing roading infrastructure. Ms Booker also concurred with Ms Lewes observation that the size of existing subdivided sites within the PC60 area were more consistent within the proposed Living 1 zone than the status quo.
- 3.4 Ms Booker went on to set out the legal tests for a plan change (with reference to relevant case law and the CRPS provisions) identifying that both Ms Lewes and Ms Elford determine that PC60 is able to give effect to the CRPS at a strategic level, was consistent with the outcomes sought by the LWRP, will not compromise the values set out in the MIMP, was consistent with the objective and policies of the District Plan and was consistent with key actions identified in the Selwyn District Development Strategy. She also confirmed that the applicant did not seek to change the established Living 1 provisions rather they are simply sought to change the zone.
- 3.5 In response to a question Ms Booker said that Chapter 6 of the CRPS was not relevant to my consideration of this plan change.
- 3.6 **Mr Boyes** provided a summary on behalf of the applicant company (of which he is a director) setting out their interest in the Kirwee area, the background of their developments, their development considerations and aspirations and demand for residential sections within Kirwee. Mr Boyes also outlined that to develop the Kirwee Plains subdivision to the density consented they were required to register a consent notice on the balance land (which is the undeveloped land in the plan change request area and the adjoining property to the east owned by BDL) restricting further development. This then meant that although the land was zoned for

residential purposes it could not actually be developed. Mr Boyes was of the understanding that removing the consent notice would not be supported by Council under the current district plan zoning.

- 3.7 Mr Boyes explained that the plan change area has residential land on three boundaries, that it was identified by Council as being the direction for future growth, that it was a logical expansion of the existing higher residential densities and that it could be serviced and developed without unacceptable effects.
- 3.8 Mr Boyes said that reticulated wastewater disposal was the preferred method of servicing and that KCPL was lobbying for a reticulated sewage system and would work proactively with the Council to have this in place for this site even if that meant a short term private scheme that could be connected at a later stage.
- 3.9 In responding to my questions Mr Boyes said that a wastewater network could be laid in the ground in anticipation of a reticulated system. He said he was open to discussions with the Council regarding its proposed reticulated system. He also indicated that a driver for development in Kirwee was good sized sections at a good price.
- 3.10 In his evidence, **Mr Carr** advised that he had reviewed updated road safety records and traffic flows and confirmed there were no material changes which would change his analysis or original report conclusions.
- 3.11 In response to submitters concerns and Council officers, Mr Carr outlined that the plan change provided for walking and cycling connections to School Lane and Walter Place but that no roading connections were to be provided nor did he believe that they would be required. He also advised that this was an outcome sought by the Council to support non-car travel. Mr Carr said that while there would be an imperceptible increase in traffic this would not affect the safety of children travelling to Kirwee Model School and also advised that the safety of pedestrians using the Hoskyns Road footpath would not be affected. Mr Carr addressed Mr Mazey's report and while he generally concurred with his views, he considered that the provision of 'give way' signs and road widening was better considered as part of a subsequent subdivision application.
- 3.12 In response to questions Mr Carr explained the offset intersection now proposed on the ODP and said that due to the limited amounts of traffic it was acceptable. In related to the provision for road access through to School Lane Mr Carr supported the allowance of a future connection and had no concerns about traffic passing the school, although he noted that the school might have to consider drop-off points for students. Finally, in relation to an upgrade of Hoskyns Road Mr Carr did not see any necessity for it to occur in relation to this plan change and noted that the Council position was not in line with national standards which had come into effect in 2010.
- 3.13 **Ms Elford** provided an overview of the request outlining the background to the proposal, the suitability of the proposal to support Kirwee's long term housing requirements, options for servicing the application site in terms of water supply, wastewater, stormwater disposal, electricity and telecommunications and non-vehicular connections. She lent support to the conclusions reached by Ms Lewes' including acceptance of the recommendation to include the ODP into the District Plan. She explained that the ODP would provide guidance for any future subdivision of the site. She also considered the proposed change of zoning was consistent with the District Plan and the CRPS.



- 3.14 Ms Elford addressed the key matters raised by submitters which she summarised as the provision of services (water and wastewater); traffic generation, use of existing zoned land and connectivity to the existing township.
- 3.15 In terms of wastewater disposal, Ms Elford acknowledged that reticulated wastewater disposal was the preferred method for any future subdivision of the site and that the applicant was willing to work with Council to provide reticulated sewer to the PC60. However, in the absence of a reticulated wastewater system she was of the view that on-site wastewater treatment and disposal could be achieved without impacting on the existing water supply to Kirwee, including to the school.
- 3.16 Ms Elford said that allowing the application site to develop would ensure housing demand identified by the Area Plan was met and she advised that without a willing developer or landowner existing Living 1 zoned land in Kirwee had not realise its residential potential.
- 3.17 With regard to water supply to meet fire-fighting requirements, Ms Elford concurred with Ms Lewes that there were options to provide water supply to meet fire-fighting requirements and that any future subdivision of the site would need to detail how this supply could be met and show how the development would comply with the Council's engineering code of practice. She said sufficient water supply could be provided to the application site either through the new bore located within the application site or through the existing restricted supply with the use of on-site storage. She noted that details of the fire-fighting water supply would be required to be assessed as part of any future subdivision consent.
- 3.18 In addressing the CCC's submission, Ms Elford said that it was not reasonable for Christchurch City to restrict the development of townships within adjoining Districts to meet their own carbon emission reduction goals. She also pointed to a greater ability and acceptability of certain sectors of the workforce to work from home and that a trial commuter bus service to and from Darfield had been successful and will be kept on a permanent basis thereby offering an alternative mode of transport directly to Christchurch CBD.
- 3.19 Finally, Ms Elford clarified that the "Potential Transport network" map included in the notified application was prepared to help demonstrate to Council that the application site had not been considered in isolation and that connections through the adjoining land could be created but that this map would not be included within the ODP.
- 3.20 In response to my question about whether a policy gap existed in the District Plan in relation to Kirwee (and Darfield) in relation to wastewater servicing Ms Elford agreed that that appeared to be the case. She also confirmed that 164 residential allotments was the figure estimated for the PC60 yield. In terms of the 'appropriate' test in Policy B1.2.1 Ms Elford considered that the stormwater system to ground was appropriate, that sufficient water supply could be provided and that onsite wastewater treatment was appropriate in this location noting that sand was applied to slow down wastewater infiltration.

#### **Submitters**

- 3.21 **Mr Jarman** said he was concerned about the logic of rezoning land when other land was available and he considered the development of the site to-date had occurred by stealth with smaller sections and there was

now no ability to develop further due to density restrictions. He also expressed concern about all traffic coming in and out of one road, Hoskyns Road, which he considered needed to be upgraded and he expressed concerns about sunstrike. Mr Jarman went on to note that onsite wastewater disposal took up a lot of space and that a modern subdivision should be looking at a reticulated system.

- 3.22 **Mr Pearson** noted that the applicant had initially approached NZTA about residential development within land included in PC60 but also for land identified as 'Future Subdivision' within Appendix 4 – Preliminary Site Investigations. He referred to the ODP submitted with PC60 which identified the roading network through the site and provided for connections which may be made to the 'Future Subdivision' area. In terms of connectivity, he stated that in reaching a decision on the PC60 it was important to be aware of the potential wider plans for the development of the area.
- 3.23 Mr Pearson emphasised that connections within an urban area can have significant impacts on people's behaviours, liveability and sense of community, and agreed with Mr Mazey's comments regarding the importance of connections such as walkways and cycleways which PC60 provides for. However, he stated that consideration also needed to be given to the potential for roading connections to be made as it could not be assumed that people will walk or cycle everywhere in Kirwee, particularly if growth continues in the same manner promoted by the PC60 and within the area identified as future subdivision.
- 3.24 Mr Pearson went on to note that the existing shape of Kirwee in the vicinity of the site reflects an area that has not anticipated future growth. He said that if provision for a future roading connection via School Lane was not provided for then this would necessitate motorists relying on either Hoskyns Road or in time State Highway 73 (SH73) rather than having a direct internal route. He considered that by not making provision for potential future connections now the result would inevitably be a disjoining separated community.
- 3.25 Mr Pearson advised that NZTA were not generally opposed to a connection to SH73 as part of any future subdivision but the details of such an arrangement still needed to be considered. It was however their preference that further consideration be given to the provision of a future internal road connection from the PC60 area to the existing Kirwee urban area. He said such an internal road may not need to be formed as part of this plan change but provision should be provided for in case the connection is required as part of future subdivision of the area.
- 3.26 Mr Pearson advised that NZTA will generally provide funding for new roading projects and roading improvements to the State Highway network in areas that have been identified for future growth and development and that encouraging development in other areas will potentially compromise their strategic funding decisions on roading projects and roading improvements. Mr Pearson therefore recommended that in reaching a decision that the impacts of PC60 on the wider intentions of the development of the Canterbury area as reflected in the CRPS are considered.
- 3.27 In response to the revised ODP Mr Pearson said that he was supportive of the widened reserve link which could in the future provide a road connection to School Lane. In response to my question he considered Chapter 6 of the CRPS was relevant in terms of the downstream effects but accepted that it was more appropriate to consider Chapter 5.

- 3.28 **Ms Comfort** said that as part of the initial subdivision undertaken by KCPL, BDL land was utilised for the density calculation and a consent notice was registered on the titles of the BDL land to ensure the overall density anticipated by the Living 2A zone would be maintained. The consent notice prevents further development of the BDL property. She said if PC60 was confirmed, BDL would seek the removal of the consent notice through a separate RMA process to enable the BDL land to be developed in accordance with its existing Living 2A zoning.
- 3.29 Ms Comfort outlined that BDL's submission sought clarification of the "Potential Transport Network" (PTN) plan that was included with the ODP. BDL consider that the PTN can provide clarity of the future roading connections possible for development of the BDL land. Ms Comfort outlined that the future development of the unencumbered BDL land should be able to provide connection to the wider roading network, including SH73 in a manner similar to that shown on the PTN plan although the internal roading layout may be different to that shown. She said BDL do not necessarily object to the inclusion of the PTN plan but if it is retained in the PC60 ODP BDL, seek that the internal layout is acknowledged as being indicative, which would be consistent with other ODPs in the District Plan that consist of multiple ownerships.
- 3.30 **Mr Johns** provided a useful background to the role of FENZ and how the volunteer system worked in terms of the time it took to reach and attack a fire, the volumes of water required to fight a fire and the equipment used. He noted the difference between this and professional fire fighting operation. He also provided some details of the Kirwee Tavern fire, noting that the Kirwee water supply had been insufficient, and the nearby water race had to be used.
- 3.31 **Ms Unthank** outlined that Fire and Emergency New Zealand (FENZ) recognises the importance of PC60 to enable additional housing and to manage future development in Selwyn District but that they opposed it in its current form. She outlined that the plan change area was not currently serviced by a reticulated water supply and that Kirwee did not have sufficient capacity to service this area. She highlighted that the inadequacy of the current water supply in Kirwee for firefighting purposes had been recently demonstrated during efforts to extinguish the fire at the Kirwee Tavern.
- 3.32 Ms Unthank noted that while the plan change states that the required services will be installed and will be sized and positioned to meet the requirements of residential potable water and firefighting supplies set out under the Code of Practice, the details of the water supply network remain unknown and therefore there was not enough certainty to verify that full compliance with the New Zealand Firefighting Code of Practice SNZ/PAS 4509:2008 can be achieved. She said that FENZ was concerned that without certainty around the water supply to the plan change area, future growth may impact upon FENZ's ability to protect lives.
- 3.33 In order to provide more certainty, Ms Unthank considered that specific standards for firefighting water supply were needed so that the fire risk from any new development can be managed. She said that FENZ sought the addition of a provision requiring that any new lots or habitable buildings within the PC60 area be provided with a water supply connection that complies with the Code of Practice and that where a reticulated water supply cannot provide adequate water volume and pressure for firefighting as set out in the Code of Practice, an alternative on-site firefighting water supply shall be provided in accordance with the Code of Practice.

- 3.34 Ms Unthank indicated that rule 12.1.4.96 in relation to the Living 3 zone referred to the Code of Practice and that the Code had been adopted by a number of Council's around the country in their District Plans. She said there was less certainty in relying on the subdivision process to address the Code of Practice.
- 3.35 I asked Ms Unthank to provide a list of local authorities where the Code had been included in the District Plan. A letter received on the 5<sup>th</sup> August 2020 outlined the different ways that Council's usually reference the Code in their District Plans. FENZ outlined that some Councils opt to extract the numbers from the Code and carry them through into the rules. Other Councils such as Queenstown Lakes and Whangarei who have recently been through District Plan reviews choose not to incorporate the provisions of the Code into the District Plan but provide FENZ with certainty that the guidance in the Code is being considered by using other mechanisms within the RMA process. The letter notes that there are no rules requiring water supplies in accordance with the Code of Practice within these District Plans, however, FENZ has a Memorandum of Understanding with these Councils which apply conditions to consents requiring firefighting water supplies.
- 3.36 **Ms Allan** did not provide any additional evidence, however in response to a question I posed around the sustainability of densifying the PC60 site she accepted that from a land development perspective this made sense.

#### **Council Response**

- 3.37 In response to my questions Mr England indicated that the consent for the new water supply was expected later in the year and that the Council hoped to have the supply available by the middle of next year. He said all supplies would be UV treated. He also agreed that the preference for the subdivision would be for it to be connected to a wastewater treatment system rather than onsite treatment. He indicated that discussions around such a system, which also included Darfield, was still being progressed.
- 3.38 Mr Mazey acknowledged that the revised ODP protected the option of a road through to School Lane, however he said his concerns regarding 'rat running' and the effects of traffic passing the school remained and he noted that School Lane had a narrow road reserve. With regards the Hoskyns Road he said he would like to see a rule which addressed the upgrading of the road, noting that the section concerned was no longer a rural road.
- 3.39 In response to the FENZ submission Ms Lewes noted that matter of discretion 12.1.4.3 in relation to subdivision referred to "the provision of water for firefighting", which she considered was sufficient to address their concerns. She also noted that Policy B4.2.2 required any allotment created by subdivision to have the services, facilities and characteristics appropriate to the proposed likely use of the land.
- 3.40 In terms of the ODP Ms Lewes said she was comfortable with the amendment but noted Council's concerns regarding a road through to School Lane. She also confirmed that she considered the ODP needed to be included in the District Plan. She said it should be referred to in Chapter 12 in Rule 12.1.3 as 12.1.3.61 and that the wording should be that any subdivision shall be in general accordance with the ODP.

#### **Right of Reply**

- 3.41 At the end of the hearing I adjourned to enable the applicant to provide a right of reply. This was received on the 7<sup>th</sup> August 2020 and included:

- Questions around Part 2 of the Act;
- Outline Development Plan; and
- Response to matters raised by submitters.

3.42 In terms of the questions regarding Part 2, Ms Booker explained that because the District Plan is complete, certain and valid with respect to the matters raised throughout the hearing including clear environmental outcomes which will be achieved for servicing, there is no need to refer back to Part 2. Future subdivision of the PC60 site will be considered against the objectives and policies relating to growth of townships, waste disposal and utilities which promote their efficient use.

3.43 Ms Booker set out the circumstances when it is appropriate and necessary to refer to Part 2 based on the Davidson decision, she also referred to the more recent Environment Court Bunnings decision where the Court endorsed the test introduced by the Court of Appeal in Davidson as being whether “the policies are coherent with clear environmental outcomes”. Ms Booker considered that while there is an option to consider Part 2 at subdivision stage it is unlikely to be required.

3.44 With respect to the ODP, Ms Booker confirmed that the applicant accepts Ms Lewes recommendation that it be included into the District Plan with a new rule to be included as follows:

*Rule 12.1.3.61: - In relation to the Living 1 Zone at Kirwee (east of Courtenay Road), any subdivision shall be in general accordance with the Outline Development Plan at Appendix XX.*

3.45 Ms Booker said that no party at the hearing disputed the inclusion of the ODP and the use of the words “shall be in general accordance with” provided flexibility for some movement of indicative roads and the reserve area if realignment was required for future integration. She said the purpose of the ODP was to provide guidance, but it was not intended to default to a non-complying activity status if compliance cannot be achieved.

3.46 In response to Mr Jarman’s contention that PC60 should not proceed until all available Living 1 land had been developed or the District Plan reviewed, Ms Booker submitted that unless there were sound resource management reasons why streamlining residential development should not occur then the plan change should be allowed to proceed. She also noted that the evidence of the applicant references the limited capacity within the existing Living 1 zoned areas in Kirwee.

3.47 In response as to whether PC60 should proceed without the future of sewerage treatment for Kirwee being addressed, Ms Booker concurred with Ms Lewes that it was inappropriate to delay a decision on PC60 when wastewater infrastructure for Kirwee may be years away. She also referred to Mr England’s evidence that Environment Canterbury was likely to consent individual wastewater systems as they have done in Darfield.

3.48 In relation to Mr Jarman’s concerns about increased traffic and safety, Ms Booker referred to Mr Carr’s evidence on transport matters as having been carefully expressed and in accordance with the code of conduct.

3.49 Ms Booker responded to Mr Pearson’s concerns by saying that future subdivision consent for the plan change site allows for consideration of roading design, if an internal roading network link was required at subdivision stage, PC60 does not preclude this being considered with the “future proofed” reserve area.

- 3.50 Ms Booker submitted that Chapter 6 of the CRPS did not apply to this plan change request.
- 3.51 In response to Ms Unthank's evidence, Ms Booker acknowledges that water supply for fire-fighting can be considered at the subdivision stage and if sufficient provision of water for firefighting purposes cannot be provided, resource consent can be declined. Ms Booker noted that Mr England confirmed that firefighting requirements can be met.
- 3.52 Ms Booker referred to the additional rule sought by FENZ and submitted that it was not justified on the basis of effects. She noted that all new subdivisions need to be designed and constructed in accordance with the Councils "Engineering Code of Practice" in which there is a specific section applying to Fire Service requirements (and requires compliance with the Fire Service Code of Practice). Finally, Ms Booker referred to Mr England's oral confirmation that there is not an issue with water pressure in Kirwee.

## 4.0 Statutory Tests

- 4.1 The general approach for the consideration of changes to district plans was initially summarised in the Environment Court's decision in Long Bay<sup>1</sup>, which has due to various amendments to the RMA been superseded by the Colonial Vineyards decision<sup>2</sup>. The relevant requirements in this case are set out below:
- (a) The plan change should be designed to accord with and assist the Council to carry out its functions under section 31 and to achieve the purpose of the Act (s74(1)(a) and (b)).
  - (b) The plan change must give effect to any national policy statement, a national planning standard and the operative regional policy statement (s75(3)(a), (ba) and (c)).
  - (c) The plan change shall have regard to the actual or potential effects on the environment of activities including, in particular, any adverse effects (s76(3)).
  - (d) The plan change shall have regard to any relevant management plans and strategies under other Acts (s74(2)(b)(i)) and must take into account any relevant planning document recognised by an iwi authority and lodged with the territorial authority, to the extent that its content has a bearing on the resource management issues of the district (s74(2A)).
  - (e) Finally, section 32 requires that rules are to implement the policies and are to be examined, having regard to their efficiency and effectiveness, as to whether they are the most appropriate method for achieving the objectives of the District Plan taking into account:
    - (i) the benefits and costs of the proposed policies and methods (including rules); and
    - (ii) the risk of acting or not acting if there is uncertain or insufficient information about the subject matter of the policies, rules, or other methods; and

<sup>1</sup> Long Bay – Okura Great Park Society Inc v North Shore City Council A 078/08

<sup>2</sup> Colonial Vineyards Ltd v Marlborough District Council [2014] NZEnvC 55

- (iii) if a national environmental standard applies and the proposed rule imposes a greater prohibition or restriction than that, then whether that greater prohibition or restriction is justified in the circumstances.

4.2 Overall, the s32 test is one of appropriateness (i.e. not necessity) and the requirement is to achieve the objectives of the District Plan.

## 5.0 Assessment

### Actual or Potential Effect on the Environment

5.1 I considered the key effects associated with the PC60 can be broken down into three areas, being the infrastructure servicing (water and wastewater), urban form and capacity and, transportation and connectivity. These have been dealt with in turn below.

#### 1. Infrastructure servicing

##### *Wastewater*

5.2 Kirwee is not connected to a reticulated wastewater system at present although I was advised that work is being undertaken to consider options in conjunction with Darfield for the possible establishment of a wastewater scheme, however that it would be some time before this was available. Mr Boyes made it clear that a reticulated wastewater system was the preferred method of servicing the site and that he was prepared to work with the Council to have this in place in the future even if that meant a short term private scheme that could be connected at a later stage. He also said that a wastewater network could be laid in the ground in anticipation of a reticulated system.

5.3 Notwithstanding the above, the only certain option at present is onsite treatment which will necessitate consent from Environment Canterbury, and I accept Mr England's positions that this remains an acceptable means to dispose of wastewater for this plan change area. In this context I note that Environment Canterbury acknowledged in their submission that recent investigations have not detected any adverse effects on human health or the environment from the existing on-site wastewater treatment systems in the area.

5.4 Mr England recommended that a wastewater consent be obtained prior to subdivision consent and that should a reticulated wastewater system be available in time for the subdivision, connection to this system should be made. While through a plan change process it is not appropriate for me to enforce either of these via rules I acknowledge that the Applicant has stated their willingness to work with the Council to provide a reticulated system through any further subdivision should the wider network provision be forthcoming and I can only emphasise the point that this would be a more environmentally acceptable outcome.

##### *Water*

5.5 It was clear that the existing Kirwee water supply has insufficient capacity to meet the demand which would be generated from the plan change area if 'on demand connections' were to be provided. However, a restricted connection (limited to 3000 l/day) could be provided to service the whole area.

- 5.6 Notwithstanding the above, the Council were proactively pursuing a new bore (located within the PC60 area) and associated water supply with consent expected later this year and the supply available by the middle of 2021.
- 5.7 Taking into account the above I am satisfied that a sufficient water supply will be able to be provided to the PC60 area.
- 5.8 Turning to the matters raised by the FENZ I consider there is sufficient certainty around the future water supply itself to address their primary concerns. I have also turned my mind as to whether specific provisions should be included in the District Plan to cover the PC60 area and ensure compliance with the New Zealand Firefighting Code of Practice SNZ/PAS 4509:2008 or an alternative on-site firefighting water supply be provided. The Council and Applicants position was that such provision was unnecessary because there was already sufficient provision in the District Plan to enable the matter to be addressed and that new subdivisions needed to be designed and constructed in accordance with the Councils "Engineering Code of Practice" which specifically refers to Fire Service requirements and compliance with the Fire Service Code of Practice.
- 5.9 Given that above and the site specific nature of this plan change I do not consider the inclusion of provisions as sought by FENZ would meet the s32 test of efficiency and effectiveness and I consider the risk of not including them is limited give the existing provisions in the District Plan and the Council's subdivision Code of Practice. While I acknowledge that there is currently a rule in the District Plan for the Living 3 zone relating to the Code of Practice, this appears to be a zone wide rule rather than what would be a site-specific rule in this case. Further, as Ms Unthank acknowledged in her letter there are other methods to address this issue in the form of a Memorandum of Understanding with the Council to apply conditions to consents requiring firefighting water supplies. It would seem to me that this might be a better and more effective option to pursue with the Selwyn District Council than having a site-specific rule.

## 2. Urban form and capacity

- 5.10 Submitters raised concerns about the urban form of Kirwee and questioned the need for the rezoning given there was existing land available for residential development.
- 5.11 In terms of the former I accept that the PC60 site is a logical location in which to expand the existing Living 1 Zone due to the fact that it adjoins the Living 1 Zone, is close to facilities such as the school and developing pre-school and there is an ability to connect through to the existing built up area.
- 5.12 In terms of existing capacity Ms Elford and Ms Lewes provided useful analysis of the present capacity situation at Kirwee and the projected growth. Based on analysis of 2019 aerial photographs Ms Elford concluded that there were around 365<sup>3</sup> dwellings and 29 vacant residential sections in Kirwee. She went onto indicate that the Area Plan estimated 611 houses would be required by 2031 (an increase of 188 households on the existing 423 referred to) and that the later Selwyn Growth Model estimates 699 houses will be required in the next 20 year

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<sup>3</sup> I note that the Malvern Area Plan refers to 423 households in Kirwee in 2015 based on the 2015 Population Projections and the adoption of the average household size in Selwyn District of 2.8 people per household. Ms Elford's figure is a counted one and therefore likely to be more accurate and I note that the more recent projections indicate 377 households for 2019/20 which is closer to Ms Elford's figure.



period up to 2040/41 (an increase of 276 households on the 423 referred to in the Area Plan)<sup>4</sup>. Based on the above Ms Elford concluded that there was an estimated shortfall of between 217 and 305 houses to accommodate the anticipated growth in Kirwee over the next 20 years.

- 5.13 There is a bit of mixing and matching of figures here<sup>5</sup> and I have therefore taken the view that the Area Plan figures are somewhat dated. Using the more up to date projection figures from the Selwyn Growth Model and Ms Elford's housing count the figures would be 178 houses to 2030/31 and 334 to 2040/41.
- 5.14 Ms Elford went on to note that the application site is located within the township boundaries, is anticipated for residential use by the Area Plan, immediately adjoins the existing Living 1 Zone, does not share any boundaries with land zoned Outer or Inner Plains and provides active transport connectivity through to the existing township. She said that if the PC60 site were utilised to the full potential of the proposed Living 1 zoning, with an average allotment size of not less than 800m<sup>2</sup> it was estimated that it could yield up to 164 residential allotments. However, she said that while future subdivision of the existing developable allotments created within Kirwee Plains was not precluded, it was considered unlikely in the near future, due to the placement of the new buildings which tend to be in the middle of the allotments and the requirements of the discharge consent (CRC193116) which restricts each of the existing allotments to a single dwelling only. The estimated yield excluding the existing Kirwee Plains Subdivision was 119 residential allotments and I consider this is more realistic at the present time given the above constraints and associated expenditure in onsite treatment facilities.
- 5.15 I accept that a large proportion of existing Living 1 zoned land at Kirwee is constrained by current land uses which include the Domain and Showgrounds. The land with the greatest potential yield at a Living 1 Zone density is located to the north of Hoskyns Road and west of Courtenay Road and was potentially capable of yielding in the order of 130 allotments although as I was led to understand it a previous consent in 2010 had sought subdivision to create only 16 residential allotments. That consent has now expired.
- 5.16 Beyond this there are large areas of undeveloped Living 2A zoned land on the edges of Kirwee, but even there a large proportion of that land, the BDL land, is constrained by the consent notice registered on the title referred to early and it therefore presently has no development capacity.
- 5.17 It appears to me that there is some level of constraint on the residential capacity in Kirwee which PC60 would help alleviate both in terms of providing further Living 1 zoned land which is already identified for residential purposes and ultimately enabling further Living 2A zoned land (the BDL land) to be freed up. In addition to this I accept the evidence of Mr Boyes that there is a reasonable level of demand for sections.

### 3. Transportation and connectivity

- 5.18 Transportation associated with, and stemming from, the PC60 land and the sites connectivity with the rest of the Kirwee settlement were of concern for various submitters.

<sup>4</sup> The more recent projections show a lower population growth occurring than estimated in the Area Plan.

<sup>5</sup> The more recent projections show 543 households by 2030/31 rather than the 611 indicated in the Area Plan

- 5.19 In order to address some of that concern the Applicant produced a revised ODP which widened the connection through to School Lane to enable the potential of a road connection in the future. I consider this is a sensible approach which would enable a higher level of connectivity from the PC60 area and would improve resilience. In this context I note that there is no guarantee of a connection through to State Highway 73 and in this situation the majority of the PC60 area would become a large cul-de-sac with access only to Hoskyns Road. The option of a link to School Lane provides an ability to address this situation and I note the potential connection was supported by both Mr Pearson and Mr Carr. While I acknowledge Mr Mazey's concerns regarding traffic flowing passed the Kirwee School and that part of School Lane has a narrow road reserve, the Council has within its powers the ability to provide various solutions through such measures as threshold treatments, the narrowing of carriageways and provision of drop-off areas and I note that roads passing schools are not an unusual occurrence.
- 5.20 In terms walking and cycling I am satisfied that there are sufficient connections identified on the ODP to effectively link into the wider Kirwee township. I am also satisfied that roading connections to the adjoining Living 2A land to the east have been provided for.
- 5.21 Two matters were raised in relation to Hoskyns Road. The first was that of sunstrike referred to by Mr Jarman and I agree with Mr Carr that there are numerous roads with the same alignment, and drivers will be well used to the phenomena. The second related to the upgrading of Hoskyns Road including its intersection with Suffolk Drive and again I accept Mr Carr opinion that traffic flows at the intersection would be below the threshold at which a formal analysis of queues and delays is required and that no safety issues would arise. Mr Mazey had raised the issue of seal widening of Hoskyns Road between Courtney Road and Suffolk Drive, however I do not consider this is a matter for the plan change process to address and if necessary is more appropriately addressed at the subdivision stage.
- 5.22 In relation to matters raised with regard the wider roading network I accept that PC60 will not lead to any adverse efficiency related effects or capacity issues and with regards to the submissions by CCC regarding commuter traffic in Christchurch I accept the evidence of Mr Mazey that the net effect of any such traffic would be minuscule and I note that a direct express bus service is now provided into the Central City Bus exchange.

#### **National Policy Statement for Freshwater Management 2020**

- 5.23 The National Policy Statement for Freshwater Management 2020 came into effect on the 3 September 2020 and I am bound to consider it. Having reviewed the objective and policies I do not consider there is anything specifically in them that PC60 does not give effect to. That is not to say however that matters associated with the NPS might not arise in any subsequent consenting process when details of the discharge regimes in particular are developed.

#### **National Policy Statement for Urban Development**

- 5.24 I have considered the interpretation (Clause 1.3) and the definition of 'urban environment' and reached a conclusion that the National Policy Statement for Urban Development is not relevant to these proceedings. In saying that I acknowledge that there is some degree of ambiguity in the definition as to an "area of land" and

what would be considered as part of a “labour market”, however I have taken the view that Kirwee, being outside the Greater Christchurch boundary would not meet that definition.

### **Canterbury Regional Policy Statement**

- 5.25 PC60 is required to give effect to the Canterbury Regional Policy Statement (CRPS) and in my opinion the relevant provisions are those located in Chapter 5. I accept Ms Booker’s submission that Chapter 6 (which relates to Greater Christchurch) does not apply to this plan change request and indeed that is made entirely clear in the Introduction to Chapter 6 which actually identifies the geographic extent of Greater Christchurch by reference to Map A as not extending as far as Kirwee.
- 5.26 The relevant provisions of Chapter 5 provide an overview of significant resource management issues and in particular in relation to PC60, provisions seek to achieve consolidated, well designed and sustainable growth in and around or attached to existing urban areas and promote a coordinated pattern of development and energy efficiency in urban form, transport patterns and site location (Objective 5.2.1 and Policy 5.3.1).
- 5.27 Policy 5.3.2 then sets out the development conditions which include:
1. ensuring adverse effects do not compromise or foreclose options for:
    - accommodating the consolidated growth and development of existing urban areas:
    - the productivity of the region’s soil resources; and
    - the protection of sources of water for community supplies.
  2. avoiding or mitigating natural hazards; and reverse sensitivity effects and conflicts between incompatible activities.
  3. integrating with infrastructure and transport networks.
- 5.28 The principal reasons and explanation state that Policy 5.3.2 establishes the standards to be met for development within the wider region, regardless of whether such development is located within, or outside of, existing urban areas and indicate that the approach in Policy 5.3.1 is to ensure that urban development outside of existing urban areas is to be avoided, so as not to compromise the efficient form and development of existing settlements as the primary focus for meeting the region’s growth needs.
- 5.29 I considered PC60 is entirely consistent with, and gives effect to, these provisions given it consolidates growth within the existing zoned urban area, avoids any natural hazards, does result in any form of reverse sensitivity, integrates with existing infrastructure (including community facilities) and the transport networks and has been designed so as to protect the new community water supply.
- 5.30 Policy 5.3.5 seeks to ensure development is appropriately and efficiently serviced with potable water, and sewage and stormwater disposal, while Policy 5.3.6 seeks the avoidance of development which constrains the on-going ability of these services to be developed and used and discourages them where they will promote development in locations which do not meet Policy 5.3.1.

- 5.31 I accept that PC60 area with the new water supply bore can be efficiently serviced with a water supply which is unconstrained, and that stormwater can be appropriately dealt with. In this context PC60 gives effect to the above policies.
- 5.32 I have looked closely at these provisions in relation to sewage disposal in the knowledge that on-site disposal is a real possibility here and at a higher development density than originally anticipated. I can find nothing in the policies which counts against on-site disposal and indeed Environment Canterbury have been approving such systems at this density within the PC60 site already. I also note that the evidence was that due to the soils present on the application site and depth to ground water, on-site wastewater treatment can be accommodated even with a minimum average allotment size of 800m<sup>2</sup>. I therefore conclude that appropriately designed onsite sewage treatment in this location is not inconsistent with these policies and would give effect to them.
- 5.33 Finally, I accept that PC60 gives effect to Policy 5.3.8 which seeks the integration of land use and transport.

#### **Land and Water Regional Plan**

- 5.34 I do not consider the PC60 is inconsistent with the Land and Water Regional Plan, however I note that future subdivision may well generate the need for consents under this plan.

#### **Other Relevant Documents**

- 5.35 The other relevant planning documents to be considered in evaluating PC60 under section 74 include:

- (i) Mahaanui Iwi Management Plan 2013
- (ii) Malvern Area Plan

#### *Mahaanui Iwi Management Plan 2013*

- 5.36 The application documentation which included an assessment of the Mahaanui Iwi Management Plan (IMP) undertaken by Mahaanui Kurataiao Limited concludes that PC60 is generally consistent with the objectives and policies of the IMP and that there are no specific areas of cultural value identified on the site. On this basis I agree with Ms Lewes that PC60 will not compromise the values set out in the IMP.

#### *Malvern Area Plan (Area Plan)*

- 5.37 The Area Plan identifies that for Kirwee there is currently sufficient zoned but undeveloped residential land available to accommodate projected population growth through until 2031 and that the Council will not need to proactively zone additional land through the District Plan Review. The site itself is indicated as Undeveloped Residential Land.
- 5.38 The Area Plan highlights that there are issues that need to be addressed to facilitate additional growth, including:
- *settlement character and function, including the need to protect the current amenity attributed to the village and the absence of the necessary community infrastructure or services required to support additional growth or increased household densities, and*

- *infrastructure constraints relating to integrated stormwater management, access to potable water and the on-site treatment and disposal of wastewater.*

- 5.39 The Area Plan states that the retention of the current township boundary through to 2031 is consistent with the principles contained in Chapter 5 of the CRPS, the District Growth Strategy Directions and the Area Plan Principles, which reinforce the need to manage growth in an integrated and consolidated manner, while avoiding the social, economic and environmental impacts associated with dispersed settlement patterns.
- 5.40 In my opinion PC60 is reasonably consistent with the intentions of the Area Plan in that it is not proposing greenfield growth beyond the township boundaries, it is promoting both integration and consolidation and will not impact of the wider character and function of the settlement and, the potable water and stormwater issues are sufficiently addressed. Further development might also provide an incentive for more services to develop.
- 5.41 The only inconsistency is the potential need for a continuation of on-site treatment and disposal of wastewater. However, it would appear that a solution to this matter is being considered and I note the Applicants willingness to participate in this process.

#### *Conclusion*

- 5.42 Having regard to the requirements of ss74 I considered PC60 to be reasonably consistent with the provisions of the above documents.
- 5.43 For the avoidance of doubt, I confirm that I do not consider the Greater Christchurch Urban Development Strategy of any relevance to these proceedings.

### **Section 32**

#### *Proposed Amendments*

- 5.44 The proposed amendments to the District Plan are limited to the inclusion of an ODP and associated rule and a change to Planning Maps to show the Living 1 Zone.
1. The Outline Development Plan
- 5.45 I agree with Ms Lewes that if PC60 is to be adopted then the proposed ODP should be included in the District Plan in order to guide development. Having reviewed the revised ODP presented at the hearing I consider it addresses all the necessary matters and it and the associated 'general accordance' rule are consistent with other ODP's contained within the District Plan.
2. Planning Map
- 5.46 I consider the alteration to the Planning would be simply a function of the rezoning.

#### *Objectives and Policies*

- 5.47 PC60 does not propose any alterations to the objectives and policies in the District Plan. It is therefore incumbent on me to determine whether the proposal rezoning is the most appropriate means of achieving the relevant objectives of the District Plan and whether it implements the policies having regard to their efficiency and effectiveness and taking into account the benefits and costs and the risks of acting or not acting.

- 5.48 Having considered the objectives and policies identified in the plan change application I consider the following are of particular relevance to my considerations and have I considered them in the order they appear in the District Plan.
- 5.49 The natural resources provisions in particular Objective B1.2.1 and Policy B1.2.1, B1.2.2 and B1.2.4 relate to protecting the quality of, and avoiding effects on, ground or surface water resources from services; ensuring rezoned land can be serviced; and providing protection around water supply bores.
- 5.50 The physical resources provisions in particular Objective B2.1.1 and Policies B2.1.2, B2.1.12, B2.1.13, B2.1.14 and B2.1.15 promote an integrated approach to land use patterns and transport to manage effects, encourage walking and cycling and the impacts on the roading network.
- 5.51 The quality of environment provisions principally Objectives B3.4.3, B3.4.4 and B3.4.5 look to avoid reverse sensitivity effects, promote a compact urban form and provide a high level of connectivity.
- 5.52 In terms of growth of the township Objectives B4.1.1 and B4.1.2 promote a range of living environments and for new residential areas to be a pleasant place to live and add character and amenity.
- 5.53 In terms of growth of the residential and business development provisions, Objectives B4.3.1 and B4.3.2 and policies B4.3.6 seek that township expansion does not adversely effect, amongst other things, natural and physical resources and the amenity values of the township; that it adjoins existing townships at compatible urban densities and is of a compact shape. Policy B4.3.46 is a specific Kirwee policy and the introduction states under the heading the Preferred Growth Option that *the future growth of Kirwee will be met by the development of the extensive zoned areas north of State Highway 73, generally in a compact pattern with higher densities towards the centre of the township.*

#### *Benefits and Costs*

- 5.54 I accept that the PC60 provides for a greater density of development and that there are inherent benefits in such an approach in terms of efficiency of land use, greater connectivity and sense of community, increased housing choice and greater support for community facilities and business services.
- 5.55 The costs appear to be limited and relate to those experienced by the applicant in pursuing the plan change and the potential need for minor road upgrading. As the Council were already addressing the water supply issue, I do not consider this can be seen as a cost associated with PC60.

#### *Risk of Acting or Not Acting*

- 5.56 The risk associated with PC60 primarily relates to the use of on-site wastewater treatment potentially resulting in contamination of groundwater, which is greater for a higher density of development, although I note to date this does not appear to have occurred through current development. On the other side the risks of not allowing for PC60 is that urban zone land will not be able to be developed due to the present restriction associated with the consent notice registered on the title of the balance lot and adjoining BDL land preventing this land from being used for further residential development.

### *Conclusion*

- 5.57 I consider that overall PC60 is efficient and effective and contains benefits, particularly in terms of providing for denser development, integration, connectivity and increased housing capacity which is achieved without encroaching on rural land. On this basis I consider the plan change will implement the policies of the District Plan and is appropriate in achieving its objectives. Therefore, having reviewed the above objectives and policies and considered the benefits, costs and risks I am of the view that PC60 is the most appropriate means of achieving the objectives.
- 5.58 In relation to the natural resources section however I consider there is a policy gap in the District Plan in relation to sewage treatment and disposal for Kirwee (and Darfield). This is because the District Plan in the case of these townships (unlike other townships) provides no direct policy guidance on this matter. I consider it will be important to address this in my Part 2 considerations.

### **Sections 31**

- 5.59 I consider that in terms of servicing and continuity of development PC60 will achieve integrated management of effects and will ensure that there is sufficient development capacity in respect of housing and that this can be achieved without creating any significant actual or potential effects on the environment.

### **Part 2 of the RMA**

- 5.60 Overall, I consider the objectives of the District Plan will be achieved as a result of the changes proposed as part of PC60. I have evaluated the rezoning as being the most appropriate, in terms of its effectiveness and efficiency, and the benefits that it achieves verses the costs imposed. I have therefore gone onto consider the matters contained in Part 2 of the Act.

### *Section 6*

- 5.61 Section 6 of the Act relates to matters of national importance. I accept that there are no section 6 matters at play in this case.

### *Section 7*

- 5.62 Section 7 of the Act sets out other matters I am to have particular regard to. Of particular relevance are section 7(b) concerning the efficient use and development of natural and physical resources; section 7(c) relating to the maintenance and enhancement of amenity values and section 7(f) in terms of the maintenance and enhancement of the quality of the environment.
- 5.63 While I acknowledge the concerns expressed by Mr Jarman about existing land being available, I consider the PC60 site has already been identified for urban development. What is being considered here is whether a denser form of development is more appropriate for this site. In this context there is a distinction to be made between rezoning urban land to enable a higher density and rezoning rural land. In this case the former represents in my opinion a more efficient use of the land resource given its current zoning and its proximity to the existing urban area. Furthermore, of the competing potential land uses i.e. residential development at Living 2A or Living 1 densities I again consider the latter is the more efficient use.

- 5.64 In terms of the maintenance and enhancement of amenity values and the quality of the environment I consider PC60 would achieve these.

*Section 8*

- 5.65 Section 8 of the Act requires that the principles of the Treaty of Waitangi (Te Tiriti o Waitangi) be taken into account. I accept that there are no specific section 8 matters at play in this case.

*Section 5*

- 5.66 The ultimate purpose of the plan change is to achieve the purpose of the Act as defined in section 5. In the case of a plan change that purpose is usually subsumed in the greater detail and breadth of the operative objectives and policies which are not sought to be changed. That is broadly the situation in these proceedings aside from the issue of sewage treatment and disposal where there is no specific policy provision for Kirwee.
- 5.67 I have looked closely at the sewage treatment issue to determine whether the potential of onsite treatment at this level of density meets the sustainable management purpose of the Act. As referred to earlier, Environment Canterbury have acknowledged that recent investigations have not detected any adverse effects on human health or the environment from the existing on-site wastewater treatment systems in the area. I suspect many of those current systems would be older and therefore less effective in treating wastewater than the more modern systems now being installed. I also accept that the soils present on the application site and depth to ground water are relevant factors in this situation which count in favour of on-site treatment. Therefore, while I consider a reticulated system would provide a more sustainable and resilient approach there is no evidence to suggest that on-site treatment will create adverse effects on the environment in this location and therefore not achieve the sustainable management purpose of the Act.
- 5.68 I therefore considered for the reasons set out above that PC60 is appropriate in terms of the s32 tests and meets the purpose and principles set out in Part 2 of the Act in promoting sustainable management. Specifically, it will enable people and communities to provide for their economic and cultural wellbeing by providing greater flexibility in residential development in Kirwee in a location which will help in consolidating the urban form of the settlement and where the effects of development can be acceptably mitigated. Overall, I consider PC60 promotes sustainable management in meeting the purpose of the Act.

## 6.0 Decision

- 6.1 For the foregoing reasons I **recommend** to the Selwyn District Council as follows:
1. **That pursuant to clause 10 of Schedule 1 to the Resource Management Act 1991 the Council approve Plan Change 60 to the Selwyn District Plan as set out in Appendix A.**
  2. **That for the reasons set out in the above the Council accordingly either accept, accept in part or rejected the submissions listed in Appendix B.**



**APPENDIX A****Changes to the Selwyn District Plan**

Add the following new rule:

Rule 12.1.3.61 In relation to the Living 1 Zone at Kirwee (east of Courtenay Road), any subdivision shall be in general accordance with the Outline Development Plan at Appendix 50.

## Outline Development Plan

Add a new Outline Development Plan as Appendix 50 as shown below.

Part E

### OUTLINE DEVELOPMENT PLAN – Living 1 Kirwee



## Planning Map

Amend the Planning Map by rezoning the area shown below from Living 2A to Living 1.



## PC60 – Rezone land at Kirwee from Living 2A to Living 1

## APPENDIX B

### Recommended Decisions on Submissions

Sub. Point	Name	Oppose/Support	Summary of Submissions	Recommended Decision
1.	Ian Dickie	Oppose in part	Seeks that the already subdivided sections, including Lots 10 to 16 DP 528758 be excluded from the proposed plan change.	Reject
2	NZ Transport Agency	Oppose	<p>Concerned that no provision has been made for roading connection to local roads within Kirwee, such as School Lane or Walter Place, which creates a segregation of areas and could affect the connections within the local community. Recommends that consideration of local roading connections to School Lane, Walter Place or other similar arrangement is included as part of the ODP.</p> <p>Requests that the proposed plan change be considered against any updated Urban Development Strategy (UDS) provisions.</p> <p>Consideration also needs to be given to the Regional Policy Statement (RPS).</p>	<p>Accept in part</p> <p>Reject</p> <p>Accept</p>
3	Christchurch City Council	Support in part		Reject
4	David Jarman	Oppose	<p>PC60 should not proceed until all available Living 1 zoned land has been developed. Reject Development of existing Living 1 land on the corner of Hoskyns Road and Courtenay Road is more central to the Kirwee and would accommodate growth in a more compact pattern than that proposed in the Plan Change.</p> <p>Concern about sewerage disposal and groundwater contamination. The Council should require the applicant to install a reticulated sewerage system and treatment plant as a condition of the zoning, rather than waiting until approval of a subdivision</p> <p>The visual landscape from Hoskyns Road may change significantly and adversely.</p> <p>Concern that the high volumes of traffic generated by the additional sections would create a highly dangerous intersection at Suffolk Drive/Hoskyns Road, especially with the sun angle in peak hour at certain times of the year.</p> <p>Concern that the high increase in traffic at the Suffolk Drive/Hoskyns Road intersection poses a significant safety hazard for pedestrians using the footpath on Hoskyns Road and navigating through the subdivision to School Lane/Walter Place.</p> <p>Concern regarding the additional traffic movements on children's safety and general</p>	<p>Reject</p> <p>Accept in part</p> <p>Reject</p> <p>Reject</p> <p>Reject</p> <p>Accept in part</p>

			road safety in the area.	
			Concerned that the Greendale Fault is not correctly mapped in the application and request confirmation that the information provided is corrected.	Accept in part
5	Bealey Developments Ltd	Support	Support future requirement to amended existing consent notices.	Accept in part
			Concern that the potential transport network may not be conducive to future development of submitters land.	Accept
			Seeks clarification as to the status of the outline development plan layer labelled 'potential transport network'.	Accept in part
6	Fire and Emergency New Zealand	Oppose	Kirwee currently has an insufficient water supply for firefighting purposes and PC60 does not provide FENZ with the certainty to support or remain neutral with respect to the plan change.	Accept in part
			FENZ seeks the addition of provisions as part of PC60 that require any new lots or habitable buildings within the plan change area to be provided with a water supply connection that complies with the New Zealand Firefighting Code of Practice SNZ/PAS 4509:2008 (CoP). Where a reticulated supply cannot provide adequate water volume and pressure for firefighting as set out in the CoP, an alternative on-site firefighting water supply shall be provided in accordance with the CoP.	Reject
7	Ministry of Education	Neutral	Seeks that the Ministry of Education is able to engage with Council and the developer in respect of potential effects on the capacity and growth of Kirwee Model School.	N/A
			Seeks that the Ministry of Education is consulted on the potential traffic effects including the proposed pedestrian and cycle access on Kirwee Model School.	
			Seeks that the applicant establishes that there are no adverse and cumulative effects on the Kirwee Model School in respect of the proposed onsite discharge of wastewater.	
8	Canterbury Regional Council	Oppose in part	Strongly encourages the provision of reticulated wastewater services for new residential development rather than the proposed wastewater servicing method of individual on-site wastewater treatment systems.	Reject
			Concerned that it would be inappropriate to service the plan change area with on-site wastewater systems ahead of any Selwyn District Council decisions on the future of a coordinated approach to wastewater infrastructure serving Kirwee.	Reject
			Would like to see a requirement for the outline development plan to include reticulated wastewater servicing, or a mechanism in place to require a co-ordinated approach to reticulation at the time of subdivision.	Reject
9	Christchurch City Council	Support in part	Seeks that the plan change is accepted in part, with no intensification beyond what is needed to provide for local growth needs as identified in the Malvern Area Plan.	Accept in part
			Concerned about the wider transport effects on Christchurch City from the potential increase in commuter traffic volumes into the City from Kirwee and the implications that this will have in terms of increased emissions, congestion and longer journey times. Would	Reject

			<p>like to see the transport effects assessment consider alternative transport options and the transport effects on the wider region.</p> <p>Concerned regarding the on-site servicing proposed and the implications that this may have on the sustainability of the Greater Christchurch sub-region.</p> <p>Concerned that the release of land beyond the forecast growth models has the potential to undermine the higher order documents, prepared by various agencies, which have been developed to enable growth to occur in the wider Canterbury region in an integrated and consolidated manner.</p> <p>Concerned that there is a risk to the implementation of the Urban Development Strategy from urban development beyond the UDS boundary, and questions whether the Greater Christchurch Partnership has a view on whether the partnership boundary needs to be extended to cover a wider area.</p>	<p>Reject</p> <p>Reject</p> <p>Reject</p>
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## REPORT

**TO:** Chief Executive

**FOR:** Council Meeting - 14 October 2020

**FROM:** Team Leader Strategy and Policy, Robert Love

**DATE:** 30 September 2020

**SUBJECT: DARFIELD WATER TREATMENT FACILITY - NOTICE OF REQUIREMENT DECISION**

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### RECOMMENDATION

*‘That the Council:*

- (a) Pursuant to Section 168A(4) of the Resource Management Act 1991, the Selwyn District Council accepts the recommendation of the independent Commissioner to confirm the Notice of Requirement for the Darfield Water Treatment Facility outlined in the report dated 30 September 2020.*
- (b) Waives its appeal rights under Section 174(1) to enable the designation to become operative with immediate effect.*
- (c) Delegates to the Team Leader Strategy and Policy the delegation to take any steps necessary to give effect to recommendation (a) above.’*

### 1. PURPOSE

This report seeks a decision from the Council to accept the independent Commissioner’s recommendation (**Attachment A**) that the Notice of Requirement for the Darfield Water Treatment Facility be **confirmed** for inclusion in the Selwyn District Plan.

### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report does not trigger the Council’s Significance Policy. Consideration of the Commissioner’s recommendation is a procedural requirement of the Resource Management Act 1991 (RMA).

### 3. HISTORY/BACKGROUND

The existing Darfield water reservoir and pump station is not currently designated in the Selwyn District Plan (the Plan).

A bore was commissioned on the subject site in 2011 to provide drinking water to the Darfield township and surrounding areas. In 2014 a second bore, 1,000m<sup>3</sup> reservoir and associated pump station infrastructure was commissioned on the site.

Following changes to the Drinking-water Standards for New Zealand (DWSNZ), the Selwyn District Council passed a resolution to treat all drinking water supplies with UV treatment.

As a Requiring Authority the Selwyn District Council lodged a Notice of Requirement (NOR) pursuant to section 168A of the RMA, to designate the site at 160 Bangor Road, Darfield, for a water treatment facility, to provide for “water treatment plant, and existing water reservoir, pump station and control buildings”.

The existing water facility, which contains a reservoir, pump station, control building, generator and two water supply bores. The existing facility has an area of approximately 1,500m<sup>2</sup> and the area of the proposed designation is approximately 10,000m<sup>2</sup>. Access to the site is provided via an existing vehicle access way from West Coast Road (State Highway 73).

The designation is proposed to cover the existing infrastructure as well as a new water treatment plant building and land for future expansion. Following changes to the Drinking-water Standards for New Zealand (DWSNZ), the Selwyn District Council passed a resolution to treat all drinking water supplies with UV treatment. The water treatment plant will provide treated water to the Darfield Township that meets the DWSNZ standards.

#### 4. PROPOSAL

The Selwyn District Council has given notice of its requirement for a new designation to cover the existing infrastructure, as well as a new water treatment plant building and land for future expansion, as detailed in **Figure 1** below. The purpose of the NOR is to provide for a “water treatment plant, and existing water reservoir, pump station and control buildings”.

The notice provides a detailed description of the proposal, and is summarised below:

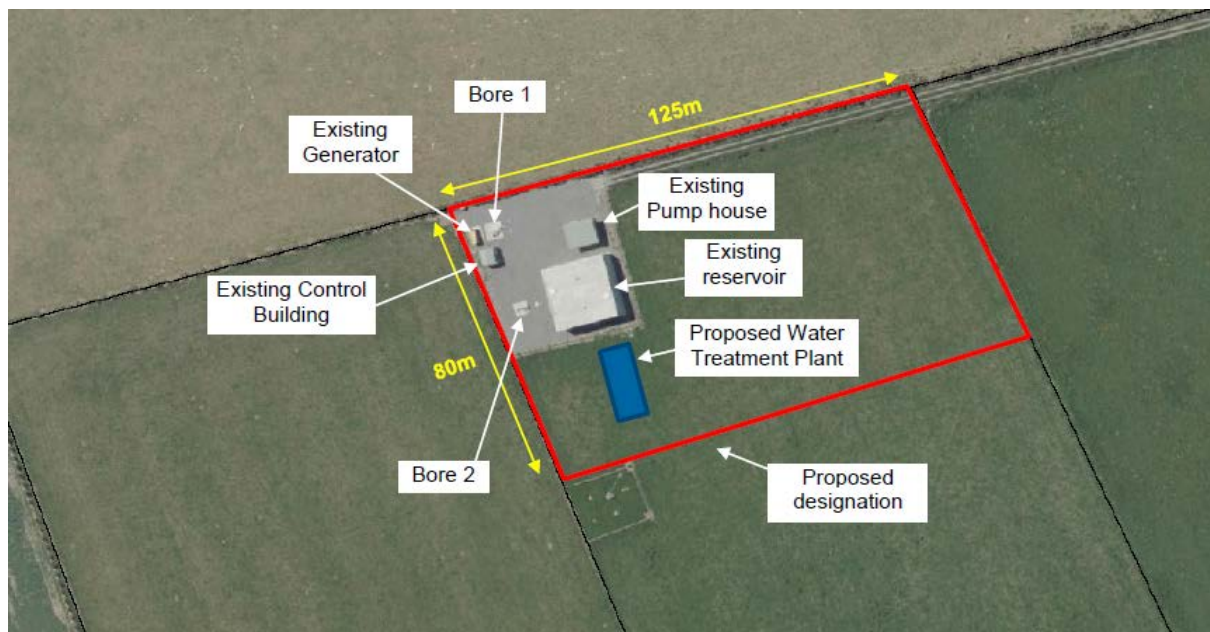
##### *Existing*

- Reservoir – an above ground covered reservoir with a capacity of 1 ML;
- Pump house – containing reticulation pumps and associated equipment;
- Control building;
- Generator;
- Bores – two above ground bore wellheads; and

##### *Proposed*

- Water Treatment Plant





**Figure 1 Proposed extent of the designation and location of proposed and existing infrastructure**

The existing facility has an area of approximately 1,500m<sup>2</sup> and the area of the proposed designation is approximately 10,000m<sup>2</sup>. The additional vacant land is included to provide for future expansion works.

The requiring authority requests that the requirement for an Outline Plan under s.176A of the RMA is waived for the proposed treatment plant.

The independent Commissioner in their recommendation (**Attachment A**) has recommended the Notice of requirement be confirmed and that the Outline Plan be waived.

A number of conditions are proposed to manage operational effects and construction works. A landscape plan is also proposed to address visual amenity. Conditions proposed include noise management, and the provision of a Dust Management Plan and an Erosion and Sediment Control Plan.

Council must now make a decision to confirm, or not, this recommendation. If accepted the Notice of Requirement will become a designated site in the Selwyn District Plan.

## 5. OPTIONS

The Council has four options in its decision making.

- a. To **accept** the Commissioner's recommendation to confirm the designation. Through the Resource Management Act process, the environmental impacts have been examined and are shown to be acceptable.
- b. To **reject** the Commissioners recommendation and modify the requirement. It is not considered that modifying the requirement is necessary as the NOR has been through a rigorous Resource Management Act assessment process and the recommendation is in line with what was applied for.

- c. To **recommend conditions**. The conditions included in the Commissioner's recommendation have been considered through the Resource Management Act process, and are considered necessary to control the adverse effects of any pump station constructed on the site. No other conditions are considered necessary.
- d. To **recommend withdrawing** the requirement. This option would not benefit the community as the proposed designation provides an important function to the Darfield community with regard to water services.

## 6. VIEWS OF THOSE AFFECTED / CONSULTATION

### (a) Views of those affected

Pursuant to section 169(1) of the RMA, the Council decided that no parties were adversely affected by the proposed designation, and therefore notification of the NOR was not required.

### (b) Consultation

Pursuant to section 169(1) of the RMA, the Council decided that no parties were adversely affected by the proposed designation, and therefore no consultation was undertaken.

### (c) Māori implications

No implications for Maori are anticipated. The proposal is considered to be in accordance with the principles of the Mahaanui Iwi Management Plan.

### (d) Climate Change considerations

No implications for Climate Change are anticipated.

## 7. FUNDING IMPLICATIONS

There are no funding implications to Council as Territorial Authority in confirming the Notice of Requirement.



Robert Love  
**TEAM LEADER – STRATEGY AND POLICY TEAM**

### ***Endorsed For Agenda***



Tim Harris  
**GROUP MANAGER ENVIRONMENTAL AND REGULATORY SERVICES**

**ATTACHMENT A: COMMISSIONERS RECOMMENDATION**

## Section 171 Resource Management Act 1991



Report pursuant to s. 42A of the Resource Management Act 1991 recommending whether or not a notice of requirement should be:

- Confirmed, modified, have conditions imposed, or be withdrawn.

**Author:** Jane Anderson

**Position:** Consultant Planner

**Resource Consent Number:** D200208

<b>REQUIRING AUTHORITY:</b>	Selwyn District Council
<b>PROPOSAL:</b>	To designate the site as a 'water treatment facility'.
<b>LOCATION:</b>	160 Bangor Road, Darfield
<b>LEGAL DESCRIPTION:</b>	Section 1 SO Plan 438579 (4.001 hecatres) contained in Record of Title 548759
<b>ZONING:</b>	The site is zoned Living 2A (Deferred) under the provisions of the Operative District Plan (Township) Volume.

## Introduction

1. The Selwyn District Council (the Requiring Authority) has lodged a Notice of Requirement (NOR) with the Selwyn District Council (the Council), pursuant to s.168 of the Resource Management Act 1991 (RMA), for a designation for a water treatment facility at 160 Bangor Road, Darfield. The NOR was lodged by the Requiring Authority on the 25 August 2020.

## Background

2. The existing Darfield water reservoir and pump station is not currently designated in the Selwyn District Plan (the Plan).
3. A bore was commissioned on the subject site in 2011 to provide drinking water to the Darfield township and surrounding areas. In 2014 a second bore, 1,000m<sup>3</sup> reservoir and associated pump station infrastructure was commissioned on the site.
4. Following changes to the Drinking-water Standards for New Zealand (DWSNZ), the Selwyn District Council passed a resolution to treat all drinking water supplies with UV treatment.

## Notice of Requirement Proposal

### Purpose of the NOR

5. The Selwyn District Council has given notice of its requirements for a new designation to cover the existing infrastructure, as well as a new water treatment plant building and land for future expansion, as detailed in

**Figure 1** below. The purpose of the NOR is to provide for a “water treatment plant, and existing water reservoir, pump station and control buildings”.

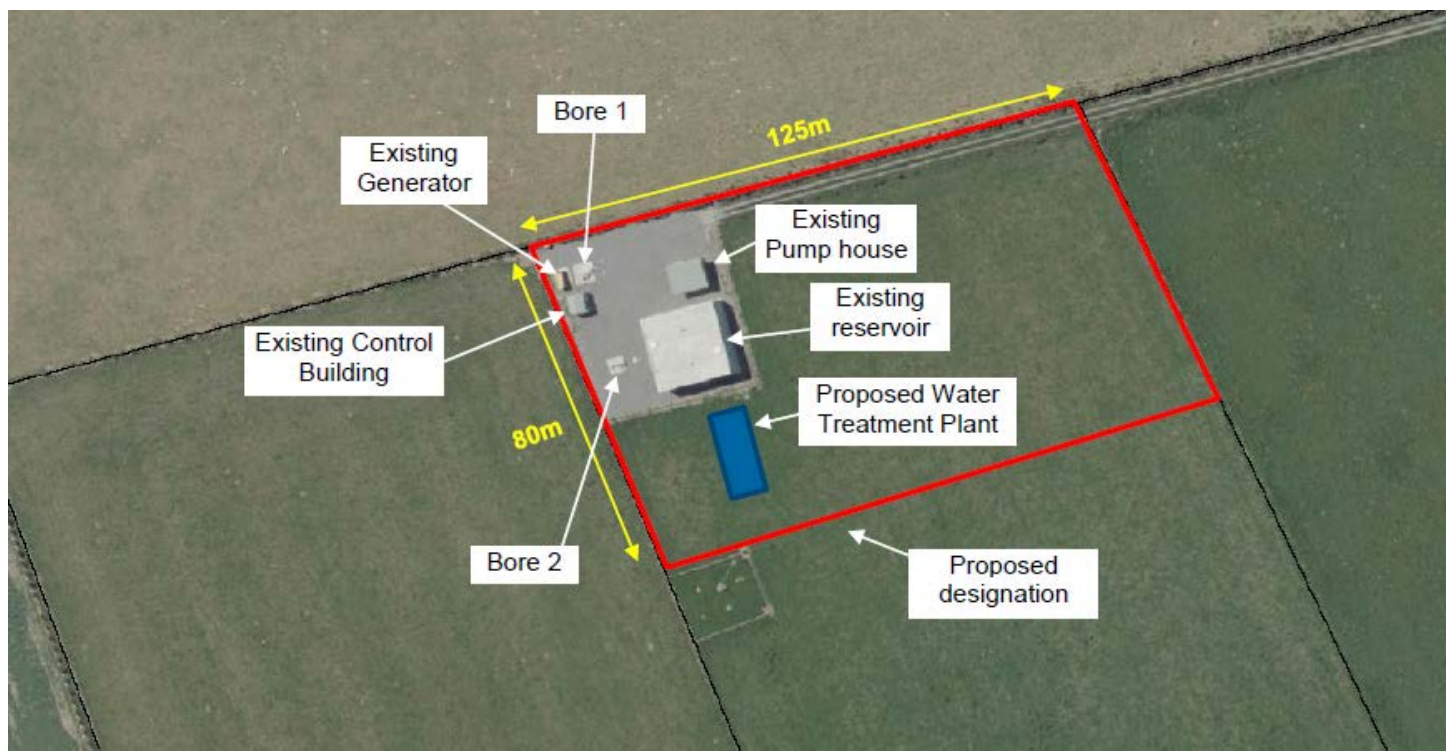
6. The notice provides a detailed description of the proposal, and is summarised below:

*Existing*

- Reservoir – an above ground covered reservoir with a capacity of 1 ML;
- Pump house – containing reticulation pumps and associated equipment;
- Control building;
- Generator;
- Bores – two above ground bore wellheads; and

*Proposed*

- Water Treatment Plan



**Figure 1 Proposed extent of the designation and location of proposed and existing infrastructure**

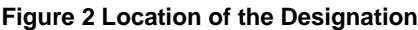
7. The existing facility has an area of approximately 1,500m<sup>2</sup> and the area of the proposed designation is approximately 10,000m<sup>2</sup>. The additional vacant land is included to provide for future expansion works.

The proposed works associated with the NOR

8. Details of the proposed works are outlined in Section 3 of the AEE. In summary, the proposal seeks to construct a treatment plant directly adjacent to the existing reservoir, with connecting pipework to the two bores. The proposed treatment plant will have an area of approximately 15m x 6m, with a maximum height of 6 metres.
9. The construction phase for the proposed treatment plant will require approximately 280m<sup>3</sup> of earthworks to a maximum depth of 1.5m. The earthworks are required for the construction of the building foundations, buried pipe and cable services and a soak pit.
10. Two stages of planting are proposed. The first stage of planting is proposed around the extended compound area, that includes the existing infrastructure and proposed water treatment plant. Should further development occur on site, a second stage of planting is proposed around the entire designated area.



13. The application site is located at 160 Bangor Road, Darfield (refer **Figure 2** below).
14. There is an existing water facility located in the north-western corner of the site which contains a reservoir, pump station, control building, generator and two water supply bores (as detailed in **Figure 1** above). The remaining portion of the site is generally flat and vegetated in pasture land. Access to the site is via an existing 835m site accessway from West Coast Road (State Highway 73).
15. The subject site is located to the north-west of the Darfield township. Immediately to the north of the site is zoned Outer Plains and is characterised by open pasture land and mature shelterbelts. The subject site is surrounded to the east, west and south by land that is currently rural and used for pastoral and grazing activities. However, this land is zoned Living 2A and therefore has been identified for future residential development. The area further to the west of the site is characterised by rural-residential sites.



16. A decision regarding notification pursuant to section 168A(1A), 149ZCB(1) – (4), 149ZCE and 149ZCF has been undertaken separately. In summary, it was determined that the application be processed on a non-notified basis.

## Matters to be Considered

### Section 171 Recommendation by Territorial Authority

17. Section 171 of the Resource Management Act 1991 sets out the matters which Selwyn District Council must have regard to in considering the effects on the environment of allowing a notice of requirement. In this case the relevant matters are:
- a regional policy statement or proposed regional policy statement (s. 171(1)(a)(iii))
  - a plan or proposed plan (s. 171(1)(a)(iv))
  - whether adequate consideration has been given to alternative sites, routes, or methods of undertaking the work if either the requiring authority does not have an interest in the land sufficient for undertaking the work; or it is likely that the work will have a significant adverse effect on the environment (s. 171(1)(b))
  - whether the work and designation are reasonably necessary for achieving the objectives of the requiring authority for which the designation is sought (s. 171(1)(c))
  - any other matter the territorial authority considers reasonably necessary in order to make a decision on the requirement (s. 171(1)(d))
  - any positive effects on the environment to offset or compensate for any adverse effects that may result from the activity enabled by the designation (s. 171(1B)).
18. All matters listed in s. 171 (1) are subject to Part 2 of the Act, which contains its purposes and principles.

## Assessment of Environmental Effects

19. The actual and potential adverse effects of the proposal relate to visual, character and amenity, noise and transport effects.
20. The actual and potential adverse effects of the proposal relate to visual, character and amenity, noise and transport effects.

### Permitted baseline

21. In determining whether the adverse effects of a proposal are more than minor, section 149ZCE allows the Council to disregard the adverse effects of permitted activities. The site is zoned Living 2A (deferred).
22. In the Living 2A (deferred) zone, any activity that is not a residential activity shall be a permitted activity, subject to the following conditions:
- Road boundary building setback of 4m and internal boundary setback of 2m;
  - Site coverage restricted to 20% or 500m<sup>2</sup>, whichever is the lesser;
  - Maximum building height of 8m,
  - No more than two full time equivalent staff employed on the site live off site;
  - Maximum gross floor area of any building of 300m<sup>2</sup>;
  - Maximum vehicle movements of 40 per day plus 4 vehicle movements per day on arterial and collector road, or 20 per day plus two heavy vehicle movements on local roads; and
  - Hours of operation limited to 7am to 10pm.
23. The proposed new water treatment plant will meet the bulk and location requirements of the Living 2A (deferred) zone.
24. The site is located within Outline Development Plan area for Bangor Road Darfield (Appendix 47 of the Township Volume) as detailed below in **Figure 3**. The site is identified as "Darfield Water Supply (2 wells and reservoir)". The proposed designation is in accordance with the ODP for Bangor Road.

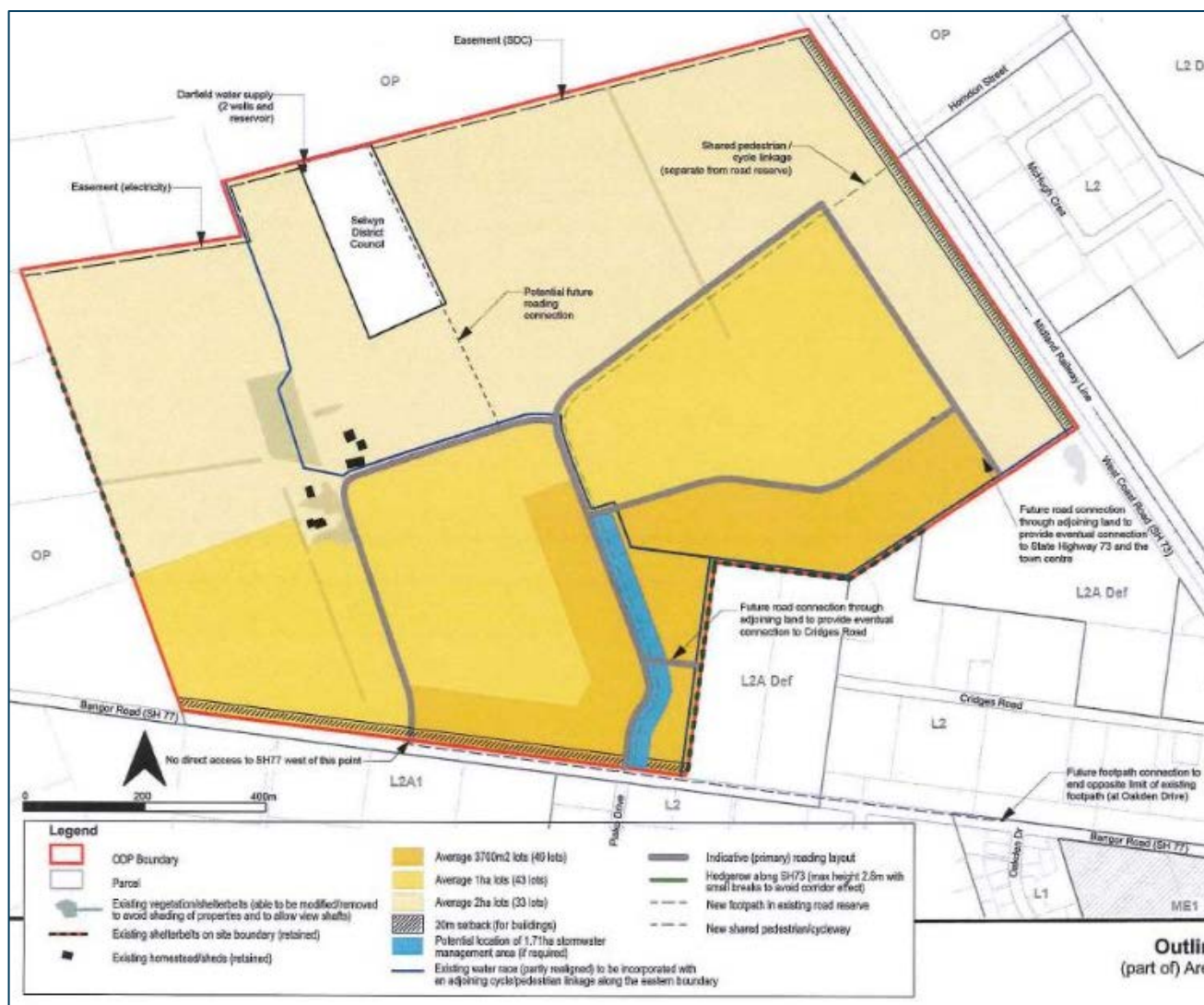


Figure 3 Outline Development Plan Bangor Road, Darfield

### Character and amenity, and visual effects

25. Non-residential activities establishing within residential areas have the potential to result in adverse effects on residential coherence, character and amenity. Effects on character and amenity occur as a result of development that is not compatible with a residential environment and that detract from the pleasantness or attractiveness of the area.
26. The site is located approximately 835m from West Coast Road, and approximately 225m from the nearest dwelling (5/1800 Clintons Road). The site is screened to the north and west by existing shelterbelts.
27. There are existing buildings and infrastructure on the site, including the reservoir, pump house and control building that vary in size between 5m<sup>2</sup> and 272m<sup>2</sup> in area, located within a gravelled compound. The proposed water treatment plan will have an area of 90m<sup>2</sup> (15m x 6m), with a maximum height of 6 metres. The existing gravelled compound is to be extended to cover an area of approximately 2,800m<sup>2</sup>.
28. It is considered that the scale and design of the existing and proposed infrastructure is not unsympathetic to the area. The scale of the proposed building is in keeping with the existing buildings on the subject site. The buildings will have low reflective colours and will be of a scale that is anticipated in the Living 2A zone.
29. The NOR provides a landscape plan that includes a pittosporum hedging to be established around the extended compound area, with provision for extending the plantings to the perimeter of the entire designated area should further development occur.



30. Further, once the site is operative, the traffic generation is anticipated to be low and similar in intensity to residential traffic generation.
31. The assessment in the application states that the effects of the proposal on visual amenity will be less than minor given the rural location of the site, and proximity to surrounding dwellings and roads, and the landscaping proposed.
32. I note that while the existing adjacent environment is rural in nature, there are future development opportunities in accordance with its Living 2A zoning. However, I consider that the proposed landscaping will provide adequate screening of the existing and proposed structures and hard-stand areas of the water treatment plant when viewed from adjacent properties.
33. Overall, the proposed conditions and the outline plan process are considered sufficient to ensure that any adverse effects on the residential character, amenity and visual effects will be less than minor.

#### Noise

34. The main sources of operational noise at the site are the existing 250 kVA generator and pumping equipment. The generator is used as back up during emergencies and is therefore used infrequently and for short durations. The existing pump equipment is located inside the existing pump house building.
35. The application notes that the subject site is located at a distance from the existing dwellings, with the closest dwelling located approximately 225 metres to the west of the site. However, the surrounding land is zoned Living 2A and the potential development opportunities for the land will provide for 1 hectare blocks to be developed directly adjacent to the site. The Requiring Authority has accepted a noise condition as follows:

*“1. Noise arising as a result of the operation of the activity on the site, including all ancillary equipment and associated activities and maintenance activities shall not exceed the following limits, measured at the notional boundary of any rural dwelling or any dwelling on Living zoned land:*

*(a) Daytime (7:30am to 8pm) 50dBA  $L_{10}$  and 85dBA  $L_{max}$*

*(b) Night time (8:00pm to 7:30am) 45dBA  $L_{10}$  and 70dBA  $L_{max}$ ”*

36. I consider that, subject to the above condition, any adverse noise effects associated with the water treatment plant will be less than minor.

#### Traffic

37. Access to the site is provided via a single vehicle entry / exit point from West Coast Road. There is sufficient space on site for the manouvering and parking of vehicles. No changes are proposed to the existing access, parking or on-site circulation of vehicles. Existing vehicle movements to and from the site are restricted to routine maintenance inspections. On completion of the construction activities, the anticipated traffic generation from the subject site is anticipated to be low. It is considered that any adverse traffic effects resulting from the ongoing operation of the site will be less than minor.

#### Construction effects

38. The construction phase for the proposed water treatment plant is anticipated to take approximately 3 – 4 months. In order to manage the potential effects of the construction phase, the Requiring Authority has proposed that the construction phase will be subject to Dust Management controls, an Erosion and Sediment Control Plan and Construction Noise standards.
39. I consider that the proposed management conditions will ensure that any adverse effects associated with the construction phase for the proposed water treatment plant will be less than minor.

### **Summary – Assessment of Environmental Effects**

40. Overall, I consider that based on the above assessment, and subject to conditions, that the effects of the development will be less than minor.

## Operative Selwyn District Plan

41. The District Plan objectives and policies that I consider relevant are:

*Objective B2.2.2*

*Efficient use of utilities is promoted..*

*Objective B2.2.3*

*The provision of utilities where any adverse effects on the receiving environment and on people's health, safety and wellbeing is managed having regard to the scale, appearance, location and operational requirements of utilities.*

*Policy B2.2.6*

*Ensure the effects of utilities are compatible with the amenity values and environmental characteristics of the zone in which they locate, also having regard to operational, functional and economic constraints.*

42. The purpose of the designation and proposed treatment plant is to ensure that the Darfield township is provided with a secure drinking water supply. The majority of the infrastructure already exists on the site, with the additional building being located and designed to be in keeping with the existing structures. Further, it is considered that the proposed landscaping will ensure that the water treatment facility is compatible with the amenity values of the surrounding environment.

43. It is considered that the proposal is consistent with the relevant utility objectives and policies of the District Plan.

*Objective B3.4.1*

*The District's townships are pleasant places to live and work in.*

*Objective B3.4.3*

*"Reverse sensitivity" effects between activities are avoided.*

*Policy B3.4.2*

*To provide for any activity to locate in a zone provided it has effects which are compatible with the character, quality of the environment and amenity values of that zone.*

44. The proposed designation of the subject site for water treatment facilities has been designed to be compatible with the existing character and amenity of the surrounding environment. The NOR includes a landscape plan that seeks to mitigate the existing and future development of the site. It is considered that subject to the landscaping and noise condition, the water treatment facility will be compatible with the character, quality of the environment and amenity values of the surrounding environment.

45. It is considered that the proposal is consistent with the relevant character and amenity objectives and policies of the District Plan.

### Summary – District Plan Objectives and Policies

46. Overall, I consider the proposal to be consistent with the relevant objectives and policies.

47. I have read the NOR assessment of the above objectives and policies and agree with the conclusions reached that the NOR is consistent with them.

## Canterbury Regional Policy Statement

48. The Canterbury Regional Policy Statement (CRPS) objectives and policies that I consider relevant are:

Chapter 5: Land use and Infrastructure

Objective 5.2.1 relates to location, design and function of the development of the entire region.

Objective 5.2.2 Integration of land-use and regionally significant infrastructure within the wider region.

Policy 5.3.2 Development conditions within the wider region.

Policy 5.3.5 Servicing development for potable water, and sewage and stormwater disposal (Wider Region)

Policy 5.3.6 Sewerage, stormwater and potable water infrastructure (Wide Region); and

Policy 5.3.9 Regionally significant infrastructure (wider region).

49. Objective 5.2.2 and Policy 5.3.2 recognise the importance of providing infrastructure that is regionally significant, whilst ensuring that any adverse effects from the development and operation of the infrastructure is avoided, mitigated or remedied. The Water Treatment Plant seeks to provide a secure potable water supply to the Darfield community. The site boundaries will be landscaped to ensure that the existing character and amenity of the surrounding environment is maintained.
50. Policy 5.3.6 seeks to enable the development of infrastructure required to manage sewage, stormwater and potable water, provided that any adverse effects are avoided, mitigated or appropriately controlled. The development will result in the co-location of the existing infrastructure with the new water treatment plant. As has been discussed, the proposed mitigation will ensure that the existing and proposed infrastructure will be consistent with Policy 5.3.6.
51. In summary, the proposed NOR is considered to be consistent with the CRPS.

## **Greater Christchurch Regeneration Act 2016 and the Land Use Recovery Plan**

52. The Greater Christchurch Regeneration Act (GCR Act) came into force on 19 April 2016 and replaces the Canterbury Earthquake Recovery Act 2011. The application site is outside Greater Christchurch, as defined by the Act (within Selwyn, Springs and Selwyn Central Wards). As such, the GCR Act needs not be considered in relation to this application.
53. The Land Use Recovery Plan (LURP) applies to the Greater Christchurch area. It was approved by the Minister for Canterbury Earthquake Recovery and gazetted on 6 December 2013. Although prepared under the Canterbury Earthquake Recovery Act 2011, the LURP is a Recovery Plan under s4 of the GCR Act and so needs to be considered in relation to this application.
54. The LURP considers the impacts of the earthquakes on residential and business land use, and provides a pathway for the transition from rebuild to longer term planning. The LURP sets a policy and planning framework necessary to:
  - Rebuild existing communities
  - Develop new communities
  - Meet the land use needs of businesses
  - Rebuild and develop the infrastructure needed to support these activities
  - Take account of natural hazards and environmental constraints that may affect rebuilding and recovery.
55. The LURP identifies what needs to be done in the short and medium term to co-ordinate land use decision-making, identifies who is responsible and sets timelines for carrying out actions. It directs amendments to be made to Environment Canterbury's Regional Policy Statement, the Christchurch City Plan, the Selwyn District Plan and the Waimakariri District Plan.
56. When considering a NOR, any person exercising powers or performing functions must not make a decision or recommendation that is inconsistent with the LURP (s60 of the GCR Act).
57. The required amendments to the Regional Policy Statement and the District Plan have been made, and so any application that is not inconsistent with these documents is also not inconsistent with the GCR Act and the LURP.

58. As outlined in earlier in this report, the application is consistent with the objectives and policies of both the District Plan and the Regional Policy Statement. As such, the application is consistent with the Greater Christchurch Regeneration Act 2016 and the Land Use Recovery Plan and may be considered for approval.

## Alternative sites

59. Under s. 171(1)(b) the Council must have particular regard to whether adequate consideration has been given to alternative sites or methods if the requiring authority does not have an interest in the land sufficient for undertaking the work, or it is likely that the work will have significant adverse effects on the environment.
60. The Requiring Authority is the owner of the application site, and the adverse effects of the proposal have been assessed as being less than minor. Therefore it is considered that there is no requirement to consider alternative sites under s.171(1)(b).

## Necessity of the designation

61. Section 171(1)(c) requires the Council to have particular regard to whether the designation is reasonably necessary to achieve the objectives of the requiring authority.
62. As set out in section 3 of the NOR, the proposed water treatment plant and other existing infrastructure is required to provide drinking water to the Township of Darfield and surrounding rural areas.
63. Once stated, it is not appropriate to question the Requiring Authority's choice or expression of objective for which the designation is said to be necessary. Therefore, the question becomes whether the designation, as a form of RMA approval, and the associated works are reasonably necessary to achieve the objective stated by the Requiring Authority, and whether the extent of land affected by the designation is reasonable necessary for achieving the objectives of the works.
64. Having considered the information provided in the NOR, the Requiring Authority's stated objective, the Requiring Authority has adequately demonstrated that the NOR is reasonably necessary for the provision of drinking water that meets the Drinking-water Standards for New Zealand (DWSNZ). Designation of the site for water treatment purposes will formally confirm the site's use in the District Plan, and confirms the certainty of the use of the site.

## Section 176A Outline Plan

65. Section 176A(2)(b) states that an Outline Plan need not be submitted to a territorial authority if the details of the proposed public work, project or work, are incorporated into the designation. The NOR provides details of the proposed works associated with the proposed water treatment facility in Section 3 of the application. It is considered that sufficient information has been provided to meet the requirement of s.176A(2)(b) and therefore a separate Outline Plan is not required.

## Part 2 Resource Management Act 1991

66. The purpose of the Resource Management Act 1991 is to promote the sustainable management of natural and physical resources. In summary enabling people and communities to provide for their well-being, while sustaining resources and addressing any adverse effects.
67. I agree with the assessment provided in section 8 of the NOR, and consider that the proposed designation will promote the sustainable use of land, building and infrastructure to provide a water supply to meet the reasonably foreseeable needs of the Darfield community while avoiding, remedying or mitigating adverse effects on the environment. Therefore I consider that the proposal is in accordance with the purpose and principles of the Resource Management Act 1991.

## Conclusion

68. Having taken into account the matters that must be considered under s. 171 of the RMA, it is my conclusion that the NOR to designate the site as a 'water treatment facility' promotes the purpose of the RMA and is reasonably necessary to achieve the Requiring Authority's objectives.
69. The range of actual and potential adverse effects on the environment have been assessed and reviewed. Provided appropriate conditions are imposed in the NOR as recommended in this report, in my view any adverse effects caused by the construction and ongoing operation and maintenance of the infrastructure can be avoided, remedied, or mitigated and therefore will not be significant on the receiving environment.
70. The NOR is also considered to be consistent with the relevant statutory documents and is reasonably necessary in the context of the s.171 considerations.

## Recommendations

71. For the reasons set out in the foregoing assessment, I recommend that the Council recommend to the Selwyn District Council that the Notice Of Requirement D200208 be confirmed pursuant to s.171(2)(a) of the Resource Management Act 1991, subject to the following conditions, imposed under s.171(2)(c) of the Act:

### Purpose of Designation

To designate the site as a 'water treatment facility'

### General Accordance

1. The designation shall be implemented in general accordance with the details provided with the Notice of Requirement, including the Landscape Plans attached in Appendix D to the Notice of Requirement dated 29.07.2020;

### Outline Plan

2. Works undertaken in accordance with the NOR will not require an Outline Plan.

### Noise

3. Noise arising as a result of the operation of the activity on the site, including all ancillary equipment and associated activities and maintenance activities shall not exceed the following limits, measured at the notional boundary of any rural dwelling or any dwelling on Living zoned land:
  - (a) Daytime (7:30am to 8pm) 50dBA  $L_{10}$  and 85dBA  $L_{max}$
  - (b) Night time (8:00pm to 7:30am) 45dBA  $L_{10}$  and 70dBA  $L_{max}$

### Lapse Date

4. The designation shall lapse on the expiry of 10 years from the date on which it is included in the District Plan if it has not been given effect to before the end of that period.

**Advice Note:** For the avoidance of doubt, none of these conditions prevent or apply to works required for the ongoing operation or maintenance of the Project following construction, such as routine maintenance over time. Depending upon the nature of such works, Outline Plans or Outline Plan waivers may be required for any such works.

Conditions 5-10 **not** to be included in the Selwyn District Plan:

### Construction Works

5. Prior to the commencement of any construction works in accordance with the purpose of the designation, a dust management plan shall be provided to the Selwyn District Council compliance team.
6. Prior to any site works, an Erosion and Sediment Control Plan (ESCP) shall be submitted to Team Leader Compliance for certification. The ESCP shall be developed by a suitably qualified person and shall be developed in accordance with Environment Canterbury's Erosion and Sediment Control Guidelines (ESCG).
7. All construction noise on the site shall be planned and undertaken to ensure that construction noise emitted from the site does not exceed the noise limits outlined in Table 2 of NZS6803:1999 Acoustics – Construction Noise. Sound levels associated with construction activities shall be measured and assessed in accordance with the provisions of NZS 6803:1999 Acoustics – Construction Noise.


### Landscaping

8. The proposed landscaping shall be established and maintained in accordance with the information and plans contained in Landscape Plans attached in Appendix D to the Notice of Requirement dated 29.07.2020.
9. All required landscaping shall be provided on site within the first planting season following the work being completed on site.
10. All landscaping required shall be maintained. Any dead, diseased or damaged landscaping is to be replaced immediately with plants of similar species. Where a tree is to be replaced, it shall be at least 2 metres in height at the time of planting.


### Advice Notes

#### Contaminated Soils

1. If at the time of construction any contaminated soils are discovered, the Selwyn District Council is advised that construction should cease so that the site can be assessed in accordance with relevant Ministry for the Environment Guidelines by a suitably Qualified Environmental Practitioner; and all relevant resource consents obtained in accordance with the provisions of the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health 2011.

<p><b>Reported and recommended by</b></p>  <p><b>Jane Anderson</b> <b>Consultant Planner</b></p>	<p><b>Date: 3 September 2020</b></p>
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That having read all the details of the application, I adopt the above as my recommendation to Council

 Ken Lawn Commissioner	<b>Date: 7 September 2020</b>
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## REPORT

**TO:** Council

**FOR:** Council Meeting – 14 October 2020

**FROM:** Senior Advisor, Community and Economic Development

**DATE:** 25 September 2020

**SUBJECT:** **SELWYN DISTRICT COUNCIL INAUGURAL ACCESSIBILITY REPORT**

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### RECOMMENDATION

*‘That Council receives this First Annual Report on actions undertaken to support commitment of the Accessibility Charter, Te Arataki Taero Kore.’*

#### 1. **PURPOSE**

The purpose of this Report is to highlight the actions in the past year to support commitment articulated in Accessibility Charter, Te Arataki Taero Kore, undertaken by Council from December 2019 to September 2020.

#### 2. **SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT**

Council has determined that accessibility to Council, its facilities and its activities by residents, visitors and staff is an important consideration.

#### 3. **HISTORY/BACKGROUND**

In October 2017, Selwyn District Council received a presentation from Barrier Free NZ Trust encouraging Council to consider accessibility in terms of best practice, beyond minimum legal compliance standards, and promoted the intent of the Accessibility Charter Te Arataki Taero Kore.

Selwyn District Council supported the “commitments” of the Accessibility Charter Te Arataki Taero Kore, interpreted it for our context and environments, and became a signatory to the Charter Vision on 13 March, 2019.

*Motion: ‘That Selwyn District Council becomes a signatory to the Accessibility Charter - Te Arataki Taero Kore’.*

**CARRIED**

In preparation for the Report presented to Council at its March meeting, Officers provided an indicative action plan with actions related to “commitment” areas expressed in the Charter; leadership, education, technology, health and wellbeing. These action points, as provided, have been subsequently monitored.

On Monday 4<sup>th</sup> November 2019, Selwyn District Council organised a formal event to acknowledge the commitment to the Accessibility Charter. The Mayor signed the Accessibility Charter Te Arataki Taero Kore.

The table; Report on Actions Taken in Response to Charter Commitments is below and the full Accessible Selwyn Charter can be found in the Appendix to this report.



#### 4. PROGRESS REPORT ON ACTIONS TAKEN IN RESPONSE TO CHARTER COMMITMENTS

Feedback on actions achieved by each group was received during August 2020 for the period of December 2019 – September 2020.

Report on Actions Taken in Response to Charter Commitments			
Commitments	Actions	Responsibility	What has been achieved to date
<b>1.1 Council continues to implement its equity and diversity policy that outlines Council's commitment to equality of opportunity in employment</b>	<ul style="list-style-type: none"> <li>• Improve our collection, evaluation and usage of equity and diversity information</li> <li>• Identify and eliminate policies, practices and behaviours that create barriers to equity of opportunity</li> <li>• Educate and inform our people on accessibility, to encourage behaviours in line with our values and foster a positive climate that includes all our people</li> </ul>	People, Capability and Culture Group	<ul style="list-style-type: none"> <li>• Ongoing reviewing and updating policies and practices to consider accessibility and inclusion</li> <li>• We are building a wellbeing strategy as part of BAU, as well as Covid and will implement shortly. The Foundation Framework we are using for the Wellbeing Policy is Whare Tapa Wha. This is a Maori Philosophy however transcends this and similar models are used in Pacific communities and other communities. The items that we are planning to include in the Wellbeing area include: <ul style="list-style-type: none"> <li>- Mental Health</li> <li>- Physical Health</li> <li>- Financial Health</li> <li>- Spiritual health</li> </ul> </li> <li>• We will using the Health and Safety Rep to ensure we gain the reach within the organization</li> <li>• We will also be leveraging and promoting national campaigns and promote those across SDC (A lot of this focuses on mental and physical health, the big thing is that we enable all people to become involved in these events etc).</li> </ul>
<b>1.2 Council creates and operationalises a recruitment strategy which ensures</b>	<ul style="list-style-type: none"> <li>• Identify and build relationships with external agencies to collaboratively identify</li> </ul>	People, Capability and Culture Group	<ul style="list-style-type: none"> <li>• We sought external partnership with Brackenridge for recruitment purposes, although despite investigation</li> </ul>

### Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>accessibility of opportunities</b>	<p>opportunities for candidates wanting to re-enter or enter the workforce</p> <ul style="list-style-type: none"> <li>• Support and educate leaders to understand their role in creating an inclusive and accessible workforce through recruitment and selection practices</li> <li>• Underway but requires ongoing monitoring</li> </ul>		<p>it didn't eventuate in any concrete roles. We will continue to seek opportunities and build into our Talent strategy.</p> <ul style="list-style-type: none"> <li>• Recruitment training is on hold due to Covid-19 however, in 2021 there will be refresher coaching and training to leaders involved in recruitment and selection to include bias and accessibility.</li> <li>• Our appraisal system (Compass and paper copies) have been reviewed and updated and consideration made for accessibility and equal opportunities for development.</li> <li>• We have reviewed induction and orientation and considered accessibility as part of this.</li> </ul>
<b>1.3 Consider access for people of all ages and abilities as planning for Te Ara Ātea Centre proceeds over the next 18 months (programmes, experiences, furniture, equipment, resources, and technology)</b>	<ul style="list-style-type: none"> <li>• Te Ara Ātea 'unobstructed trail to the world and beyond' – ongoing planning for the experience in this space to ensure arts, culture and lifelong learning is accessible for all.</li> </ul>	Arts, Culture and Lifelong Learning Team (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>• Strengthened relationship with Waitaha School, particularly during the planning of Te Ara Ātea. Early conversations held about potential for work experience in libraries.</li> <li>• Selection of furniture, RFID equipment and shelving for Te Ara Ātea which is accessible for a range of abilities</li> <li>• Planning for wayfinding and information signage to include symbol/core board language in addition to bi-lingual. This has involved working with Waitaha School to produce a design for visitor experience catering for a range of access needs for the community.</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>1.4 Council to biannually pursue the submission of an organizational award that promotes accessibility and inclusion.</b>	<ul style="list-style-type: none"> <li>Identify applications for accessibility awards regionally, nationally or internationally that Council could apply for with actions achieved for innovation in accessibility and inclusion.</li> <li>We will consider whether there is a way to profile “excellence” in accessibility as part of the Selwyn Awards.</li> </ul>	Community and Economic Development (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>We have introduced an Inclusion Category for the Selwyn Awards</li> <li>The Diversity and Inclusion Leadership Award recognises the outstanding contribution businesses or social enterprises within the Selwyn district have made by adapting business models or practices to promote, recruit, retain, employ and or train those that face additional barriers. These could include, but are not limited to; physical, cultural and those with dependents.</li> </ul>
<b>1.5 Council to have a public accountability exercise associated with annual reviews of progress against action plan that communicates with community about progress we are making and highlights any exemplars or best practice examples</b>	<ul style="list-style-type: none"> <li>Identify work programmes within teams that are achieving great outcomes with accessibility and inclusion i.e. in service provisions, communications and or projects.</li> <li>Upon completion of the Actions and Plans Accessibility Charter reporting, Council will highlight work achieved to the public</li> </ul>	Community and Economic Development (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>We have identified four success stories in the Charter reporting and plan to share these in the Pipeline after council meeting. This is about raising awareness internally and giving ideas about what is possible.</li> <li>We are working with Communications Team to get advice about how to best share stories publicly.</li> </ul>
<b>1.6 Working with local disability groups. Through the Community Directory we can build our knowledge of disability groups that might be useful to get “user group” testing / conversations.</b>	<ul style="list-style-type: none"> <li>Ensure there is a category for disability or similar in the Community Directory. Explore options below for the Community Directory: Can a group indicate if they are happy to be contacted part of their registration in directory.</li> </ul>	Community and Economic Development (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>The Community Directory is live and groups are registering.</li> <li>The plan for August to – November 2020 is to contact all disability related community groups to assist them in registering their group on the Directory.</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>2.1 Council creates and operationalises a development strategy which builds capability in understanding accessibility and supports positive behaviours</b>	<ul style="list-style-type: none"> <li>Review our existing performance appraisal process to ensure it is accessible for all our people and provides equal opportunities for development</li> <li>Educate and support our leaders to have appropriate conversations with their staff to meet individual accessibility needs (for example new joiners, return to work following sickness, absence or parental leave)</li> <li>Review our existing induction and orientation activities to ensure it is accessible for all new joiners, they feel well supported and their individual needs are understood and met</li> </ul>	<p>People, Capability and Culture Group</p> <p>People, Capability and Culture Group and Selwyn District Council Executive Leadership Team</p>	<p>We are making progress with our actions and some will be ongoing. Of particular note</p> <ul style="list-style-type: none"> <li>Our appraisal system (Compass and paper copies) have been reviewed and updated and consideration made for accessibility and equal opportunities for development. We have done this by simplifying the form, decreasing administration requirements (data entry) and ensuring paper copies are available for Compass and Appraisals.</li> </ul>
<b>2.2 Appropriate Council staff are offered information and encouraged to undertake training to provide an understanding of accessibility issues</b>	<ul style="list-style-type: none"> <li>Environmental Services staff will consider how their work impacts on accessibility and what changes can be made to improve access</li> </ul> <p>Communications and Customers team are currently developing</p>	<p>Environmental Services and Regulatory Services Team (Planning Group)</p> <p>Communication and Customers Group</p>	<ul style="list-style-type: none"> <li>We contracted Barrier-Free NZ Trust to deliver training to our Building Control Officers working in the commercial space. We had excellent feedback from the sessions. The training was designed to increase awareness of accessibility issues relating to building design and consenting, thereby supporting our staff to understand the impact of their work in making buildings more accessible to all users and to help empower and engage them in doing so.</li> <li>Language Line has been established</li> <li>Accessibility Charter included in the Customer Services</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
	<p>accessibility protocols for use by Customer Services staff based at Council HQ. Once completed, these protocols will be included in Customer Service induction as well as influence some of the resourcing requirements</p> <ul style="list-style-type: none"> <li>• Language line; Customer Services are investigating options to address potential language barriers</li> <li>• The Council is also developing protocols to incorporate sign language interpretation into critical public information announcements, such as during emergency events or major public announcements</li> </ul>		<p>Team induction, and will be included in all future inductions.</p> <ul style="list-style-type: none"> <li>• Communications Team have collated information on key contacts/suppliers including SLIANZ and iSign (through Deaf Aotearoa)</li> <li>• Ongoing reviewing of Council signage to ensure legibility and clarity (colour, font etc)</li> <li>• We now include provision for NZSL in public hearings on consultation.</li> </ul>
<p><b>2.3 All promotional web and print materials are accessible for all</b></p>	<ul style="list-style-type: none"> <li>• Review all libraries promotional web and print materials to ensure font and colour is accessible for all to read</li> </ul>	<p>Arts, Culture and Lifelong Learning Team (Community Services and Facilities Group)</p>	<ul style="list-style-type: none"> <li>• Ongoing – print and digital collections are always selected for a variety of abilities. Use of digital collections have significantly increased since COVID-19 lockdown as more people have become aware of the convenience of the digital resources – easy to expand font size, easy to carry around and good back lighting.</li> </ul>
<p><b>2.4 Workshops in the libraries are available for parents of children with disabilities to learn about the digital or physical resources available for their children to enjoy</b></p>	<ul style="list-style-type: none"> <li>• Deliver workshops for parents of children with disabilities – showing them digital or physical resources, which their children could enjoy</li> </ul>	<p>Arts, Culture and Lifelong Learning Team (Community Services and Facilities Group)</p>	<ul style="list-style-type: none"> <li>• On Friday 28<sup>th</sup> of February ACLL took the ECV to a Whanau Evening at Waitaha School. Library staff were on hand to show off services and resources available for Waitaha students and their families. Students and their families tried virtual reality</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
			<p>(which was a hugely popular), signed up for library cards, took collections home, and were introduced to collections of interest i.e. eAudio Books, Kanopy Kids.</p> <p>Waitaha have continued to be a significant learning partner, and the Whanau Evening provided an opportunity to work side-by-side with their students, resulting in an invitation to attend future events at Waitaha School with the ECV.</p> <ul style="list-style-type: none"> <li>• The libraries have a number of eResources available that can be adjusted to be more accessible for those with visual and hearing impairments through font size, spacing, and reading out loud, both text-to-speech and eAudio.</li> <li>• There have been requests from visual impaired service providers for how local families can access library resources. In September 2020 Library staff in Darfield met with BLENNZ to show resources that can support local students with visual impairments i.e. ePlatform font size, Storybox eAudio, and Kanopy via the libraries website. A follow up session has been scheduled for November 2020.</li> </ul>
<b>3.1 Council uses a variety of consultants/community stakeholders for building projects that create new community facilities or significantly renew/enhance existing community facilities</b>	<ul style="list-style-type: none"> <li>• Council gives consideration to best practice in terms of accessibility and universal design</li> <li>• For new key projects, Council will ensure accessibility reviews are undertaken externally</li> </ul>	Property Group	<p>Feedback from Land Development Project Manager:</p> <ul style="list-style-type: none"> <li>• Where we have incorporated design or installation of items in line with the accessibility charter have been in the Rolleston Town Centre, Te Ara Ātea and the new pathway in Lincoln along the Liffey.</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
	<p>and that the advice is regularly monitored throughout the design and build process</p>		<p>Lincoln – in the Southern Esplanade next to the new Ararira Springs Primary School. We have installed 2 paths – one an all-weather asphalt path along the top of bank, and a secondary crusher dust path that gets down to the river's edge at max 1:12 grades, so that they are accessible grades. We have also installed seating with armrests, and an accessible picnic table (that includes wheel chair access to the table).</p> <ul style="list-style-type: none"> <li>• For the landscape with the new builds (Te Ara Ātea and Rolleston Town Centre) we have had consultation with Waitaha School and Barrier Free.</li> </ul> <p>Feedback from Property Project Manager</p> <ul style="list-style-type: none"> <li>• We have installed the design for Tennyson Street which was designed with the feedback of Barrier Free Trust. Overall they are happy with it however have asked for some changes to the tactile pavers which we are rectifying.</li> <li>• We are working with Waitaha School (diverse neural needs) and Barrier Free Trust on the updated town centre design and will continue to do meet with them to review design before we start construction on the next stage. We are also working with Waitaha on Te Ara Ātea on a number of items which include the building design and the operation of the building. We have</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
			<p>implemented a full adult change facility in the building.</p> <ul style="list-style-type: none"> <li>• We have included a sensory space in the Rolleston reserve design and are consulting with partners Waitaha and Barrier Free Trust on this design currently. The Rolleston reserve sensory space is a space with areas which engages all the senses – sight, touch, sound, smell and taste. The proposed sensory space will provide a place the whole community can use and enjoy, including those with diverse needs.</li> <li>• Many unique design features are included in the proposals such as: <ul style="list-style-type: none"> <li>- Large, easy-to-follow pathways</li> <li>- Non-toxic fragrant plantings</li> <li>- Raised plantings at a higher level for easy access</li> <li>- Non-toxic edible plants</li> <li>- Design features which make use of colour and can to be manipulated</li> <li>- Water fountain</li> <li>- A range of seating styles and heights</li> <li>- Sound and colour Features</li> </ul> </li> <li>• We have used the feedback from a workshop Waitaha students to directly input into the reserve design based on their wishes. This is an iterative process and more meetings while we refine the design will take place.</li> <li>• We are looking to include the core language system which is a great communication system</li> </ul>



## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
			<p>for people with a range of needs. The project team at Te Ara Ātea were introduced to the core language system by Waitaha School. This is a language system for people with disabilities, it is used by pointing to images combined with verbal speaking in order to communicate rather than only verbal speaking. The usefulness of core vocabulary backed by numerous studies and many years of research and also can be used by stroke sufferers. It is primarily composed of images which relate pronouns, verbs, descriptors, and prepositions. The language uses very few nouns for communications. Words can be combined to increase semantic and syntactic complexity. Consistent relative positions of images and words through the 'boards' are aimed at supporting effective communication.</p>
<b>3.2 Council continues to implement its protocol between Environmental Services Team and Property Team which among other things provides for the consideration of good accessibility practice</b>	<ul style="list-style-type: none"> <li>Consideration will be given to accessibility at the earliest point of design for new builds, changed use, alterations, additions and repairs to buildings and throughout the build process</li> </ul>	Planning Manager and Property and Commercial Manager (Environmental and Regulatory Services and Property Groups)	<ul style="list-style-type: none"> <li>Monthly meetings with Property Team have recommenced following Covid-19 lockdown and accessibility items are discussed as appropriate to the projects that are underway at the time or being considered.</li> </ul>
<b>3.3 Footpaths and shared pathways, road crossing points, bus stops, public carparks, paved areas, streets, playgrounds and</b>	<ul style="list-style-type: none"> <li>While these constructions are guided by an Engineering Code of Practice, they are regularly reviewed with</li> </ul>	Infrastructure and Property Groups	<ul style="list-style-type: none"> <li>Footpaths and shared pathways, road crossing points, bus stops, public carparks, paved areas and streets, We use the following standards and guidelines for</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>reserves are designed, constructed and maintained in ways which are safe, usable and accessible</b>	<p>external parties and reflect good practice beyond minimum standards with relation to accessibility</p> <ul style="list-style-type: none"> <li>• For larger builds, Council designs are reviewed by appropriate external parties to consider good practice in relation to accessibility</li> <li>• Research will be undertaken into accessibility in reserve spaces and in particular playground accessibility. This will enable us to ensure better consideration is given to this going forward around reserve project work, path linkages, playground upgrades.</li> </ul>		<p>the design and operation of pedestrian crossing facilities:</p> <ul style="list-style-type: none"> <li>- Traffic Control Devices 2004 Rule</li> <li>- NZTA Pedestrian Planning and Design Guide (2007)</li> <li>- Guidelines for Facilities for Blind and Vision-Impaired Pedestrians RTS 14</li> <li>- CSS: Parts 1-7</li> </ul> <ul style="list-style-type: none"> <li>• Playgrounds: We engaged a play space specialist Tina Dyer RPII Level 3 (registered playground international inspector) to carry out a playability audit of our play spaces and as part of this accessibility aspects were audited (Sept 2019). The recommended outcomes of this are being considered as part of our LTP planning on a priority basis for addressing and will be updated into our Engineering Code of Practice Landscaping guidelines for new builds.</li> <li>• In relation to facilities/buildings we have allowed some funds for an accessibility audit of Council buildings to allow us to understand what issues are out there and the best way to address going forward.</li> <li>• New playground designs are independently reviewed for compliance, safety and for accessibility requirements.</li> <li>• Our play spaces have an annual third party audit which will also identify accessibility issues.</li> </ul>

### Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>3.4 Regulatory staff that are bound by the minimum legislated requirements proactively promote best-practise design</b>	<ul style="list-style-type: none"> <li>Promote discussions at pre-lodgement meetings</li> </ul>	(Environmental and Regulatory Services Team) (Planning and Regulatory Group)	<ul style="list-style-type: none"> <li>The Building team actively engage in pre-lodgment meetings with stakeholders for commercial buildings and discuss all relevant issues including accessibility in relation to their project. Minutes of pre-lodgment meetings are captured in the AlphaOne software system and linked to the building consent application once received.</li> <li>An addition to the actions, we have also Updated our SDC website information and included links to: Barrier Free and the standard NZS4121</li> </ul>
<b>3.5 Council to list all project builds within the Long Term Plan that require an Accessibility Audit and get regular updates on these.</b>	<ul style="list-style-type: none"> <li>Current builds within the LTP that will activate an accessibility audit – Prebbleton Community Centre, Hororata Community Centre, Leeston Community Centre. These audits will occur at concept design required for the lodging of building consents.</li> </ul>	Group Managers of Infrastructure and Property	<ul style="list-style-type: none"> <li>Selwyn Aquatic Centre, Rolleston Town Centre, Indoor sports facility at Foster Park, Health Hub, Te Ara Ātea have all had Accessibility Audits completed and recommendations applied. (All under construction now).</li> </ul>
<b>3.6 Upgrading/ renewing/ replacing council buildings</b>	<ul style="list-style-type: none"> <li>Whenever the council undertakes building work, it will review and implement as appropriate improvements to building accessibility.</li> </ul>	Infrastructure and Property Group	<ul style="list-style-type: none"> <li>Lincoln Events Centre: The automatic doors have been changed to be fully accessible.</li> <li>Darfield Rec Centre: The automatic doors to be completed by Dec 2020</li> </ul>
<b>3.6 Upgrading/ developing/ renewing/ replacing council</b>	<ul style="list-style-type: none"> <li>Whenever the council undertakes work within its reserves/ playgrounds/ recreational spaces, it</li> </ul>		<ul style="list-style-type: none"> <li>New public toilets have been installed at Castle Hill. These toilets are fully accessible.</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>reserves/ playgrounds/ recreational spaces</b>	will review and implement as appropriate improvements to accessibility.		
<b>4.1 Council continues to promote physical and mental wellbeing which is accessible for all our people</b>	<ul style="list-style-type: none"> <li>• Strengthen our culture so all our people feel well-supported to voice their individual requirements to enable them to thrive at work and feel valued</li> <li>• Understand the needs of individuals and respond appropriately by ensuring our workplaces are physically and digitally accessible</li> <li>• Continue to ensure that our people are made aware of the services available from the Employee Assistance Programme (EAP)</li> <li>• Continue to provide activities and programmes</li> <li>• which support physical, mental and social wellbeing</li> <li>• for all individuals</li> </ul>	<p>People, Capability and Culture Group</p> <p>People, Capability and Group</p>	<ul style="list-style-type: none"> <li>• We are building a Wellbeing Strategy as part of BAU, as well as Covid and will implement shortly. The Whare Tapa Wha Framework model: Focus on internal programs around Mental Health First Aiders, Resilience sessions for all (Video recorded session and live Zoom), Exercise support (Recorded sessions that people can drop on on). Advice on Ergonomics for working more flexibility. Considering Annual or 2 yearly assessments for people (Diabetes, Mental Health: K10 tool, Blood Pressure, Cholesterol and CVRA). All this will be budget dependant. Develop people leaders training based on the People Leaders Guide to Mental Health (Using the Bucket Model).</li> <li>• Healthy food guide emails with tips on mental and physical wellbeing</li> <li>• EAP services continue</li> <li>• Flexible way of working policy is coming which will give staff more balance.</li> </ul>
<b>4.2 Council's Road Safety strategy and action plan is focused on activities and initiatives that address particular risks as likely identified by the</b>	<ul style="list-style-type: none"> <li>• Council runs road safety behaviour and education programmes aligning with the action plan that can include;</li> <li>• Mature road users (65+)</li> <li>• Young drivers (16–24)</li> </ul>	Road Safety Education (Infrastructure Group)	<ul style="list-style-type: none"> <li>• Reporting takes place monthly to Council as part of the overall transportation report. This report includes actions taken and timelines of campaigns.</li> </ul>

## Report on Actions Taken in Response to Charter Commitments

Commitments	Actions	Responsibility	What has been achieved to date
<b>community at risk register</b>	<ul style="list-style-type: none"> <li>• Alcohol impaired drivers</li> <li>• Intersections</li> <li>• Motorcycles</li> <li>• Driver distraction &amp; fatigue</li> <li>• Ensuring safe speeds</li> <li>• Council works with schools to develop and operate school travel plans</li> </ul>		
<b>4.3 Council will reduce barriers to participating in Council-run events and programmes</b>	<ul style="list-style-type: none"> <li>• Develop and use an 'events for all' checklist similar to that used by Christchurch City Council</li> <li>• A question about accessibility will be added to all evaluation surveys following events</li> <li>• Audit participation in sports and recreation programmes to identify possible groups not accessing programmes and barriers to participation</li> </ul>	Community and Economic Development Team  (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>• "Events for All" Checklist draft has been completed for events. To be tested during Summer in Selwyn 1/12/2020 – 31/03/2021</li> <li>• We have developed a Play Policy and after feedback have improved Accessibility Profile in the newly developed Play Policy</li> <li>• Monthly Disability Sport and Recreation Programme is running at Rolleston Community Centre.</li> </ul>
<b>4.4 Commitment: Improve physical environment to suit all</b>	<ul style="list-style-type: none"> <li>• Review current furniture and layout in Darfield, Lincoln and Leeston Libraries so that these facilities are comfortable and accessible (late 2019/early 2020)</li> <li>• Trial low sensory quiet times (without programmes) in libraries (early 2020)</li> </ul>	Arts, Culture and Lifelong Learning Team  (Community Services and Facilities Group)	<ul style="list-style-type: none"> <li>• Lincoln library has had a new fit out, with the new layout easier to move around. Darfield Library and Service Centre will have a layout change early in 2021.</li> <li>• Low sensory quiet times are now being trialled in all of the libraries.</li> </ul>
<b>4.5 Commitment: Remove barriers to learning</b>	<ul style="list-style-type: none"> <li>• Identify Selwyn residents who have limited mobility and who would benefit from receiving library materials directly to</li> </ul>	Arts, Culture and Lifelong Learning  (Community Services and	<ul style="list-style-type: none"> <li>• In August 2020 we launched a service that can get books and resources to those with limited mobility. People can contact their local library to outline their preferences for lending</li> </ul>

Report on Actions Taken in Response to Charter Commitments			
Commitments	Actions	Responsibility	What has been achieved to date
	<p>their homes, aiming to establish services by August 2020</p> <ul style="list-style-type: none"> <li>• Research and review potential opportunities for using digital resources to improve access to services (ongoing)</li> <li>• Identify individuals/families who would like access to non-English Language items and begin providing these, in partnership with Christchurch City Libraries, commencing in 2020</li> <li>• Maintain an ongoing relationship with Arts Access Aotearoa to connect people and advocate for accessibility in Art programmes.</li> <li>• Collaborate with local disability support groups and organisations (ongoing).</li> </ul>	Facilities Group)	<p>material and organize delivery to their home. We have promoted this service and it is being led out by local teams and through the ECV for outlying residents.</p> <ul style="list-style-type: none"> <li>• Selection of furniture, RFID equipment and shelving for Te Ara Ātea have been developed which is accessible for a range of abilities.</li> </ul>

#### FOUR SUCCESS STORIES; REFER COMMITMENT 1.5 IN TABLE & CHARTER

##### **Joanne Nikolaou - Property Project Manager:**

We are currently working with Waitaha School and Workshop E to produce a design for the visitor experience which includes the core language system (a Multi-language system which can assist neural needs i.e. stroke victims) and other elements to cater for their community. Workshop E is regarded as the best museum company in New Zealand. Te Ara Ātea is going to be highly digitised which will accommodate many community needs.

Te Ara Ātea is going to be the first library in New Zealand that has a fully resourced change toilet for wheel chair access including a shower.

##### **Vanessa Mitchell – Building Manager:**

A recent example of both Property and Building Teams working together to achieve the best result possible for accessibility and streetscape aesthetics is the new shops

currently being built on Tennyson Street where an amendment to the original building consent was achieved with the owners following discussion and information sharing which revealed the design submitted had used incorrect kerb levels where new kerbs were in the process of being installed.

**Linda Miratana – Senior District Sports & Recreation Co-ordinator:**

At the Rolleston Community Centre, we trialled a monthly Disability Sport and Recreation Programme. There was one instructor taking high intellectual needs and limited mobility students for part of a Saturday. It was close to being removed until we put some much needed energy into it by inviting some volunteers from regular exercise classes. These volunteers feel like they are giving to the community by helping. We have since changed the class time to 2.30pm once a month on Saturday afternoon. We connect with all local service providers for intellectual and physical needs to ensure they can inform their client on this free activity. We are now getting 25+ attendees that range from 18 years – 70 years old. It is continuing to grow in attendees.

**Annette Littlejohn – Community Assets Analyst:**

We connected a young local Rolleston girl who has Cerebral Palsy with Recreation Aotearoa, which provided a platform for her to speak via webinars to New Zealand play space specialists. This young person also publishes You Tube videos providing feedback on Rolleston playgrounds. We also passed this information onto our landscape architects.

**5. PROPOSAL**

Officers will continue to monitor actions as per Charter and report back to Council annually.

**6. OPTIONS**

Officers will continue to build on actions and include new actions that respond to the charter.

**7. FUNDING IMPLICATIONS**

Within existing budgets and business as usual (BAU) parameters.



Clare Quirke

**SENIOR ADVISOR - COMMUNITY AND ECONOMIC DEVELOPMENT**

***Endorsed For Agenda***



Denise Kidd

**GROUP MANAGER – COMMUNITY SERVICES AND FACILITIES**

## APPENDIX ONE

### Selwyn District Council Accessible Action and Commitment Plan

# Accessibility Charter

Council recognises that many of our residents have additional physical, mental or sensory challenges (including but not limited to visual impairment, hearing impairment, physical access needs, intellectual disability, and degenerative illnesses). In preparing this Action Plan Council is taking a broad view of access and accessibility. Access that concerns both the built environment, infrastructure, service provision, information and communication.

Council is committed to remove the barriers that persons with disabilities and persons with reduced mobility face in Selwyn when they deal with the Council

Council wants to ensure that the widest range of residents are able to enter and can use all Council buildings including playgrounds and reserves we build and develop

Council wants to ensure that the widest range of residents can find out about what Council does and are able to access services and processes we offer

Council wants to ensure that the widest range of residents are able to participate in the events/ activities (including consultation) we organize

Council wants to ensure that our workforce represents the diversity of our population



# Accessibility Charter Commitments and Actions

Selwyn District Council supports the vision and purpose of the Accessibility Charter. We will implement the following Charter commitments and actions and formally review our progress in these areas, as described in the following table:

## 1. Leadership – Hautūtanga

Selwyn District Council leaders will demonstrate a pro-active commitment to best practice accessibility when setting policy and practice expectations, budgets and accountability provisions.

Council will do this by:

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>1.1 Council continues to implement its equity and diversity policy that outlines Council's commitment to equality of opportunity in employment</b>	Improve our collection, evaluation and usage of equity and diversity information Identify and eliminate policies, practices and behaviours that create barriers to equity of opportunity Educate and inform our people on accessibility, to encourage behaviours in line with our values and foster a positive climate that includes all our people	People, Capability and Culture Group Manager	Regular reporting to the Executive Leadership Team	Underway but requires ongoing monitoring
<b>1.2 Council creates and operationalises a recruitment strategy which ensures accessibility of opportunities</b>	Identify and build relationships with external agencies to collaboratively identify opportunities for candidates wanting to re-enter or enter the workforce Support and educate leaders to understand their role in creating an inclusive and accessible workforce through recruitment and selection practices Underway but requires ongoing monitoring	People, Capability and Culture Group Manager	Regular reporting to the Executive Leadership Team	

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
1.3 Consider access for people of all ages and abilities as planning for Te Ara Ātea Centre proceeds over the next 18 months (programmes, experiences, furniture, equipment, resources, and technology)	Te Ara Ātea 'unobstructed trail to the world and beyond' – ongoing planning for the experience in this space to ensure arts, culture and lifelong learning is accessible for all.	Arts, Culture and Lifelong Learning	Requires ongoing monitoring	Underway but requires ongoing monitoring
1.4 Council to biannually pursue the submission of an organisational award that promotes accessibility and inclusion.	Identify applications for accessibility awards regionally, nationally or internationally that Council could apply for with actions achieved for innovation in accessibility and inclusion.  We will consider whether there is a way to profile "excellence" in accessibility as part of the Selwyn Awards.	Community and Economic Development	Requires ongoing monitoring	
1.5 Council to have a public accountability exercise associated with annual reviews of progress against action plan that communicates with community about progress we are making and highlights any exemplars or best practise examples	Identify work programmes within teams that are achieving great outcomes with accessibility and inclusion i.e. in service provisions, communications and or projects.  Upon completion of the Actions and Plans Accessibility Charter reporting, Council will highlight work achieved to the public	Community and Economic Development	Requires ongoing monitoring	
1.6 Working with local disability groups. Through the Community Directory we can build our knowledge of disability groups that might be useful to get "user group" testing / conversations.	Ensure there is a category for disability or similar in the Community Directory. Explore options below for the Community Directory: Can a group indicate if they are happy to be contacted part of their registration in directory.	Community and Economic Development	Requires ongoing monitoring	

## 2. Education – Mātauranga

Selwyn District Council will ensure staff are equipped with the skills and knowledge they need to apply best-practice accessibility throughout the design and development process. We will also provide information and training to help staff understand the benefits of accessible design and the consequences and barriers created by poor design.

Council will do this by:

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>2.1 Council creates and operationalises a development strategy which builds capability in understanding accessibility and supports positive behaviours</b>	<p>Review our existing performance appraisal process to ensure it is accessible for all our people and provides equal opportunities for development</p> <p>Educate and support our leaders to have appropriate conversations with their staff to meet individual accessibility needs (for example new joiners, return to work following sickness, absence or parental leave)</p> <p>Review our existing induction and orientation activities to ensure it is accessible for all new joiners, they feel well supported and their individual needs are understood and met</p>	<p>People, Capability and Culture Group Manager</p> <p>People, Capability and Culture Group Manager and Executive Leadership Team</p>	Regular reporting to Executive Leadership team	Underway
<b>2.2 Appropriate Council staff are offered information and encouraged to undertake training to provide an understanding of accessibility issues</b>	<p>Environmental Services staff will consider how their work impacts on accessibility and what changes can be made to improve access</p> <p>Communications and Customers team are currently developing accessibility protocols for use by Customer Services staff based at Council HQ. Once completed, these protocols will be included in Customer Service induction as well as influence some of the resourcing requirements</p> <p>Language line; Customer Services are investigating options to address potential language barriers</p>	<p>Building Training Officer (Environmental Services and Regulatory Services)</p> <p>Communication and Customers Group Manager</p> <p>Communication and Customers Group Manager</p>	<p>Training has occurred. Further training to take place as required. Requires ongoing monitoring</p> <p>Regular reporting to Executive Leadership team</p>	<p>Training Record is maintained as per Building Consent Authority accreditation requirements</p> <p>Requires ongoing monitoring. Timeline for completion May 2020</p>

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
	The Council is also developing protocols to incorporate sign language interpretation into critical public information announcements, such as during emergency events or major public announcements			
<b>2.3 All promotional web and print materials are accessible for all</b>	Review all libraries promotional web and print materials to ensure font and colour is accessible for all to read	Arts, Culture and Lifelong Learning	Requires ongoing monitoring	Ongoing
<b>2.4 Workshops in the libraries are available for parents of children with disabilities to learn about the digital or physical resources available for their children to enjoy</b>	Deliver workshops for parents of children with disabilities – showing them digital or physical resources, which their children could enjoy	Arts, Culture and Lifelong Learning	Requires ongoing monitoring	2020

### 3. Technical Expertise – Tohungatanga

Selwyn District Council will seek the technical advice and guidance of professional and independent universal-design experts, appropriate to the scale and type of projects we undertake.

Council will do this by:

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>3.1 Council uses a variety of consultants/community stakeholders for building projects that create new community facilities or significantly renew/enhance existing community facilities</b>	Council gives consideration to best practice in terms of accessibility and universal design For new key projects, Council will ensure accessibility reviews are undertaken externally and that the advice is regularly monitored throughout the design and build process	Property Group Manager	Report through the Steering Group associated with each project	Underway but requires ongoing monitoring

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
3.2 Council continues to implement its protocol between Environmental Services Team and Property Team which among other things provides for the consideration of good accessibility practice	Consideration will be given to accessibility at the earliest point of design for new builds, changed use, alterations, additions and repairs to buildings and throughout the build process	Building Manager, Planning Manager and Property and Commercial Manager (Environmental and Regulatory Services and Property)	Compliance with Protocol deliverables monitored	Underway but requires ongoing monitoring
3.3 Footpaths and shared pathways, road crossing points, bus stops, public carparks, paved areas, streets, playgrounds and reserves are designed, constructed and maintained in ways which are safe, usable and accessible	<p>While these constructions are guided by an Engineering Code of Practice, they are regularly reviewed with external parties and reflect good practice beyond minimum standards with relation to accessibility</p> <p>For larger builds, Council designs are reviewed by appropriate external parties to consider good practice in relation to accessibility</p> <p>Research will be undertaken into accessibility in reserve spaces and in particular playground accessibility. This will enable us to ensure better consideration is given to this going forward around reserve project work, path linkages, playground upgrades.</p>	Group Managers of Infrastructure and Property	Subdivision designs are subject to an Engineering Approval review. Capital project designs are peer reviewed and subject to formal safety audits if necessary	Underway but requires ongoing monitoring
3.4 Regulatory staff that are bound by the minimum legislated requirements proactively promote best practice design	Promote discussions at pre-lodgment meetings	Building Manager (Environmental and Regulatory Services)	Meeting minutes document discussions that have taken place. Ultimate design decisions will be responsibility of the Developer	Underway but requires ongoing monitoring

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>3.5 Council to list all project builds within the Long Term Plan that require an Accessibility Audit and get regular updates on these.</b>	Current builds within the LTP that will activate an accessibility audit – Selwyn Aquatic Centre, Rolleston Town Centre, Indoor sports facility at Foster Park, Health Hub, Te Ara Atea, Prebbleton Community Centre  Council will specifically ask within the action plan for updates about audit at both concept and delivery stage.	Group Managers of Infrastructure and Property		
<b>3.6 Council to monitor tender / procurement processes attached to major builds to check if the tender requires/d the tenderer to give consideration and effect to the Accessibility Charter and / or any associated Accessibility Audits</b>	A weighting/ evaluation criteria which measures if the tender has considered accessibility and to what degree	Group Managers of Infrastructure and Property		

#### 4. Health and Wellbeing – Te Oranga o te Tangata

Selwyn District Council will actively promote the link between the creation of accessible places and spaces, and the health and wellbeing of our people. Supporting all our people by meeting their individual needs to enable them to thrive at work. Council will do this by:

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>4.1 Council continues to promote physical and mental wellbeing which is accessible for all our people</b>	Strengthen our culture so all our people feel well-supported to voice their individual requirements to enable them to thrive at work and feel valued	People and Safety Coordinator (People, Capability and Culture)	Regular reporting to Executive Leadership team	Underway but requires ongoing monitoring

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
	<p>Understand the needs of individuals and respond appropriately by ensuring our workplaces are physically and digitally accessible</p> <p>Continue to ensure that our people are made aware of the services available from the Employee Assistance Programme (EAP)</p> <p>Continue to provide activities and programmes which support physical, mental and social wellbeing for all individuals</p>	<p>All people leaders, People, Capability and Culture Group Manager and Corporate Services</p> <p>People, Capability and Group Manager</p> <p>PCC and Health and Safety Governance Committee</p>		
<b>4.2 Council's Road Safety strategy and action plan is focused on activities and initiatives that address particular risks as likely identified by the community at risk register</b>	<p>Council runs road safety behaviour and education programmes aligning with the action plan that can include;</p> <ul style="list-style-type: none"> <li>- Mature road users (65+)</li> <li>- Young drivers (16–24)</li> <li>- Alcohol impaired drivers</li> <li>- Intersections</li> <li>- Motorcycles</li> <li>- Driver distraction &amp; fatigue</li> <li>- Ensuring safe speeds</li> </ul> <p>Council works with schools to develop and operate school travel plans</p>	Road Safety Coordinator, School Road Safety Coordinator (Infrastructure)	Reporting takes place every two months to the Council Road Safety Committee	Underway but requires ongoing monitoring
<b>4.3 Council will reduce barriers to participating in Council-run events and programmes</b>	<p>Develop and use an 'events for all' checklist similar to that used by Christchurch City Council</p> <p>A question about accessibility will be added to all evaluation surveys following events</p> <p>Audit participation in sports and recreation programmes to identify possible groups not accessing programmes and barriers to participation</p>	Events and Recreation Coordinator (Community Services)	Survey results monitored and future events amended if required	'Events for all' checklist to be completed by December 2019. Participation audit to be completed by May 2020

Commitments	Actions	Responsibility	Monitoring/Reporting	Timeframe
<b>4.4 Commitment: Improve physical environment to suit all</b>	Review current furniture and layout in Darfield, Lincoln and Leeston Libraries so that these facilities are comfortable and accessible (late 2019/early 2020) Trial low sensory quiet times (without programmes) in libraries (early 2020)	Arts, Culture and Lifelong Learning	Requires ongoing monitoring	Late 2019/early 2020
<b>4.5 Commitment: Remove barriers to learning</b>	Identify Selwyn residents who have limited mobility and who would benefit from receiving library materials directly to their homes, aiming to establish services by August 2020 Research and review potential opportunities for using digital resources to improve access to services (ongoing) Identify individuals/families who would like access to non-English Language items and begin providing these, in partnership with Christchurch City Libraries, commencing in 2020 Maintain an ongoing relationship with Arts Access Aotearoa to connect people and advocate for accessibility in Art programmes. Collaborate with local disability support groups and organisations (ongoing).	Arts, Culture and Lifelong Learning	Requires ongoing monitoring	Underway but requires ongoing monitoring



## REPORT

**TO:** Chief Executive

**FOR:** 14 October 2020

**FROM:** Animal Control Team Leader - Steve Clarke  
Regulatory Manager - Billy Charlton

**DATE:** 8 September 2020

**SUBJECT:** **Dog Control Policy and Procedures Report 1 July 2019 to 30 June 2020**

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### RECOMMENDATION

*'That the Council resolves that:*

- i) The Dog Control Policy and Practices Report for the period 1 July 2019 to 30 June 2020 be adopted.*
- ii) That the Report is notified in Council Call.*
- iii) That the Report is sent to the Secretary for Local Government within one month of adoption.'*

### 1. PURPOSE

The report is being presented for the Council's consideration to meet reporting requirements on dog control activities contained in the Dog Control Act 1996.

### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This has been assessed against the Significance Policy and the following is noted:

The matter does not:

- Affect all or a large portion of the community in a way that is not inconsequential.
- Have a potential impact or consequence on the affected persons (being a number of persons) that is substantial.
- Have financial implications on the Council's resources that would be substantial.
- Expect to generate a high degree of controversy.

Accordingly the matter is considered to be of low significance in terms of the Council's significance policy.

### 3. HISTORY/BACKGROUND

The Dog Control Act 1996 requires territorial authorities to publicly report each financial year on:

- The administration of its dog control policy and dog control practices (Section 10 A(1)).
- A variety of dog control related statistics (Section 10 A(2)).

In accordance with:

- Section 10 A (3) the Territorial Authority must give public notice of the report in:
  - one or more daily newspapers circulating in the Territorial Authority District
  - one or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers circulating in that district and
  - by any means that the territorial authority thinks desirable in the circumstances.
- Section 10A(4) the Council must send a copy of the report to the Secretary for Local Government within one month of adoption.

The report which follows contains information and statistics on the Council's dog control activity for the year 1 July 2019 to 30 June 2020.

### 4. PROPOSAL

#### **Annual Report on Dog Control Policy and Practices for the Year Ending - 30 June 2020**

##### *Dog Control in Selwyn District*

Dog control activities in the Selwyn District are undertaken by Council staff. At the time of this report the Animal Control Team consists of three Animal Control Officers and one Animal Control Administrator. The Animal Control Team operates a 7 day 24 hour service.

The Animal Control activity reports to the Regulatory Manager who deals with escalated complaints and legal questions regarding dog and animal control.

The Council has a contract with a local veterinarian to euthanise dogs that are not able to be rehomed. The team also work closely with Dog Watch to rehome dogs.

The school education program 'Dog Smart' has been presented to five schools throughout the District and continues to be a successful mechanism to educate children on dog safety.

### *Dog Control Enforcement Practices*

During the reporting period the Council has dealt with 1,460 complaints and issued 363 Infringement Notices for a variety of offences under the Dog Control Act. A breakdown of the Infringement Notices issued and complaints dealt with can be found in Figure 1 and Tables 1 and 2 below.

### *Dog Pound*

The Animal Control Team operates a Council owned facility.

During the reporting period 50 dogs were impounded. The number of dogs impounded is low when compared to the number of dogs microchipped which was 11,876 by the end of the reporting period.

*Figure 1: The Number and Type of Infringements Issued during 2019-2020 by the Selwyn District Council*

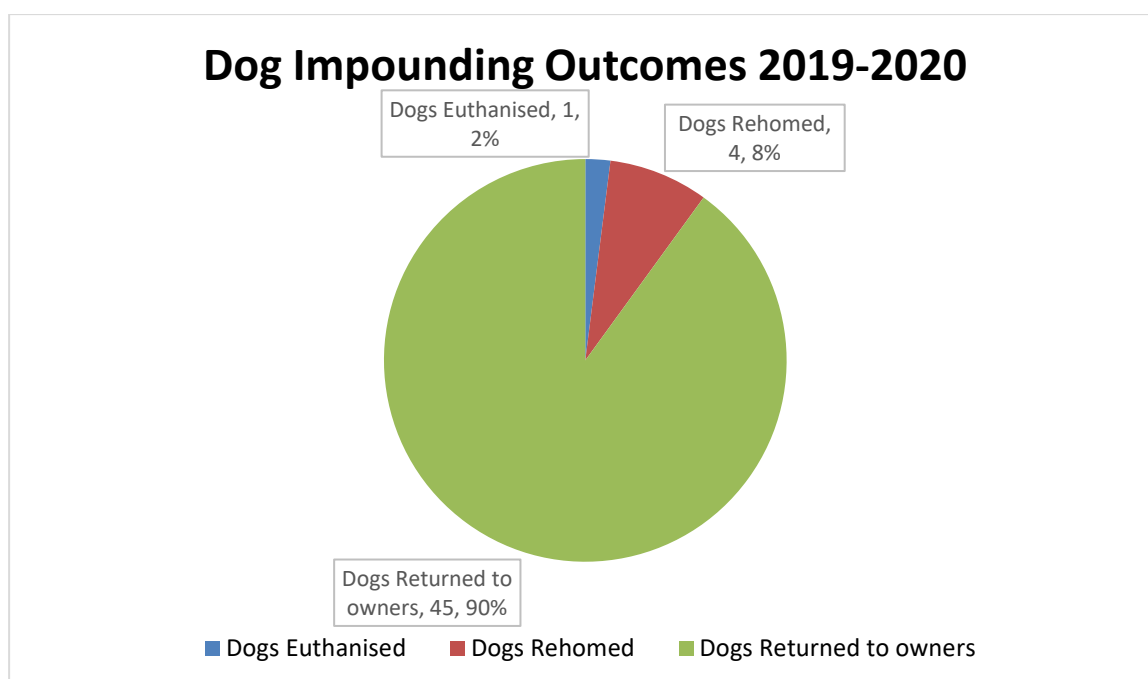


Table 1. List of Infringement offences

Serial	Offence	Section of The Act	Number	Fine
1	Failure to Register a Dog	Section 42	341	\$300
2	Failure to Advise Change of Address	Section 49(4)	0	\$100
3	Failure to Keep a Dog Controlled or Confined	Section 52A & 53(1)	16	\$200
4	Failure to Implant a Microchip transponder in a dog	Section 36(A)(6)	3	\$300

Serial	Offence	Section of The Act	Number	Fine
5	Failure to Advise Change of Dog Ownership	Section 48(3)	0	\$100
6	Failure or Refusal to Supply Information or Wilfully Providing False Particulars	Section 19(2)	0	\$750
7	Failure to Comply with menacing classification	Section 33EC(1)	2	\$300
8	Failure to Comply with dangerous classification	Section 32(2)	1	\$300
9	False statement relating to registration	Section 41	0	\$750
10	Falsely notifying the death of dog	Section 41(A)	0	\$750
11	Wilful Obstruction of a Dog Control Officer	Section 18	0	\$750
12	Failure to Comply with any authorised bylaw	Section 22(5)	0	\$750
13	Failure to comply with barking dog abatement notice	Section 55(7)	0	\$200
14	Releasing dog from custody	Section 72(2)	0	\$750
	<b>TOTAL</b>		<b>363</b>	

### *Dog Exercise Facilities*

The Rolleston and Leeston Dog Parks are extremely popular with dog owners. The Council Reserves and Domains are a popular option for those not wishing to use the Dog Parks.

### *Dog Registration and other Fees*

The Council's dog registration and other associated fees are published on the Council's website. All revenue received is allocated to the Dog Control account.

Dog registration fees for 2019-2020 were \$40 for the first dog and \$30 for each subsequent dog.

### *Dog Education and Dog Obedience Courses*

This Council has not required any owners to undergo dog education or obedience courses.

### *Disqualified and Probationary Dog Owners*

No persons were disqualified or classified as probationary dog owners during the reporting period.

### *Menacing and Dangerous Dogs*

This Council has 80 dogs classified as menacing and 12 dogs classified as dangerous at the end of the reporting period.

### *Other Information*

100% registration of all known and registered dogs that still reside in the District from the previous financial year was attained.

The Council provides a monthly microchipping service which is free for dogs that are legally required to be microchipped.

Council achieves a 92.03% compliance rate of dogs legally required to be microchipped.

*Table 2 – Statistical Information*

<b>Category</b>	<b>For Period 01 July 2019 – 30 June 2020</b>
1) Total # Registered Dogs	14,499
2) Total # Probationary Owners	0
3) Total # Disqualified Owners	0
4) Total # Dangerous Dogs	12
* Dangerous by Owner Conviction Under s31(1)(a)	0
* Dangerous by Sworn Evidence s31(1)(b)	2
* Dangerous by Owner Admittance in Writing s31(1)(c)	10
5) Total # Menacing Dogs	76
* Menacing under s33A(1)(b)(i) i.e. by Deed	60
* Menacing under s33A(1)(b)(ii) - by Breed Characteristics	7
* Menacing under s33C(1) - by Schedule 4 Breed	9
6) Total # Infringement Notices	363
7) Total # Complaints Received	1,460
* Wandering/Pick up	494
* Barking	209
* Attack	83
* Rushing/aggressive	53
* Found	621
8) Prosecutions	0

## **5. OPTIONS**

This report contains the information required by Section 10A of the Dog Control Act 1996. Therefore, it is recommended that Council adopt this report.

## 6. VIEWS OF THOSE AFFECTED / CONSULTATION

### (a) Views of those affected

As this report is for information only, there are no affected parties.

### (b) Consultation

As this report is for information only, consultation was not required.

### (c) Māori implications

This report does not involve any significant decision in relation to land or a body of water or other element of intrinsic value and therefore does not specifically impact on Māori, Māori culture or traditions.

### (d) Climate Change considerations

As this report is for information only, climate change was not considered. However, there is no significant impact on climate change when considering the functions and information discussed in this report.

## 7. FUNDING IMPLICATIONS

There are no funding implications. All costs associated with Animal Control are met through current budgets.



Steve Clarke  
**ANIMAL CONTROL TEAM LEADER**



Billy Charlton  
**REGULATORY MANAGER**

***Endorsed For Agenda***



Tim Harris  
**GROUP MANAGER ENVIRONMENTAL AND REGULATORY SERVICES**

## REPORT

**TO:** Chief Executive

**FOR:** Council Meeting – 14 October 2020

**FROM:** Asset Manager Water Services

**DATE:** 28 September 2020

**SUBJECT: POTENTIAL WATER RACE CLOSURE - COUNCIL DELIBERATION AND DECISION**

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### RECOMMENDATION

*'That the Council approve closure of 2 lengths of water race totalling approximately 4.6km in the Ellesmere Stock Water Race Scheme.*

#### 1. PURPOSE

Staff seek that the Council consider and implement the above recommendation.

By way of background, the proposed closure of:

##### **Ellesmere**

1. Closure of 3.0km of race through 4 properties, Heslerton road.
2. Closure of 1.6km of race through 5 properties, Crossgates road.

#### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

Explicit provision has been made in the 2018/28 LTP for water race closures<sup>1</sup> initiated by rate payers. The 2018/28 LTP has identified the following as major projects:

- Work with Central Plans Water and other third parties to develop shared water services / infrastructure where such ventures provide benefit to and are supported by Council.
- Progress ratepayer initiated water race closures to public consultation once approved by the Water Race Committee for closure. The committee will consider ratepayer initiated closures once 80% written support from directly affected property owners is obtained. All closures are subject to Council approval. Council initiated race closure will also occur over this LTP period.
- Work towards the closure of the Upper Ellesmere Water Race network.
- Work with Environment Canterbury and key stakeholders to realise opportunities to use consented stock water for environmental enhancement including targeted stream augmentation and habitat enhancement.

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<sup>1</sup> LGA 2002 S97(2)a

Significance is interpreted in section 5 of the Local Government Act 2002. The Council's Significance and Engagement Policy further outlines the meaning of 'significance' by stating that:

Significance should be assessed in terms of consequences for:

- The district or region
- Any persons who are likely to be particularly affected by or interested in the proposal, decision or matter
- The capacity of the local authority to perform its role, and the financial and other costs of doing so.

The Significance and Engagement Policy also sets out criteria for assessing significance which are applied in section 3.1 below.

The 2018/28 LTP identifies Water Races as a strategic asset. Strategic assets are assets or groups of assets that the local authority needs to retain to maintain its capacity to achieve or promote any outcome that is important to the current or future wellbeing of a community.

The LTP states that the level of significance of a decision will determine the process used by the decision maker considering Council's commitment to constructive community engagement. An assessment of significance has been included below for the Council's discussion and recommendation.

### **3.1 Decision Making Considerations**

The proposed water race closure(s) included in this report in Table 4.1 have been considered against the criteria for assessing significance from the Significance and Engagement Policy contained in the LTP 2018/28 (p. 220):

#### **Policy and Outcomes**

The following community outcomes are considered relevant to proposed water race closures:



**Table 3.1 – Community Outcomes**

<b>Community Outcome</b>	<b>Level of Support</b>
A living environment where the rural identity of Selwyn is maintained	Rural land use is changing. The proposed water race closures are being driven by the Community in line with their changing needs, therefore water race closures support this community outcome.
Selwyn has a strong economy which fits within and complements the environmental, social and cultural environment of the District.	Council seeks to support existing agriculture and other land based sectors. Ceasing to operate inefficient and ineffective assets that are no longer required by the Community supports the local economy.

- Closing water races that are no longer required by the community, provides economic benefit to the rural communities of the District and reflects the changing needs of these communities.
- There are no known impacts on Council's capacity to undertake its statutory responsibilities.
- There are no known inconsistencies with any existing policy, plan or legislation.

### **Communities**

- Water race closures are generally driven by the Community.
- The number of property owners affected by each closure is detailed in Table 4.1. Consultation to the wider community has occurred along with notification of key stakeholders include Department of Conservation, Fish and Game, Environment Canterbury and New Zealand Fire and Emergency.
- Affected persons are directly consulted on all water race closures. These include rated and non-rated properties that have a water race on or adjacent to their property. Where a closure has attracted 100% support from directly affected property owner, the closure is considered to be of low significance.
- Following approval by the Group Manager infrastructure, public advertisement (advert below) of the proposed closures has occurred since August 2020 and posted in the SDC web site URL:  
<https://www.selwyn.govt.nz/services/water/water-race/water-race-closure-requests>

<p><b>Notices</b></p> <p><b>COMMUNITY FUND ROUND 2 OPEN</b></p> <p>Applications are open for the Council's Community Fund. Applications for round one are being assessed and applications can now be made for round two, which closes on Saturday 31 October.</p> <p>The fund is available for Selwyn-based community groups looking to run a project, event or initiative in the Selwyn district. Apply now at <a href="http://selwyn.govt.nz/selwyncommunityfund">selwyn.govt.nz/selwyncommunityfund</a></p> <p><b>DISCONTINUANCE OF A STOCKWATER RACE</b></p> <p>The Council is consulting on a proposal to close the following stockwater races in September 2020.</p> <p>3km of race through five properties on Waikimihia Road, Tramway Road and Heslerton Road.</p> <p>3.2km of race through six properties on Wabys Road and Crossgates Road</p> <p>Submission forms and further details on the proposed closure can be found at <a href="http://selwyn.govt.nz/wrclosure">selwyn.govt.nz/wrclosure</a>, or at the Council headquarters in Rolleston. Submissions close on 21 August</p>	<p>2020. This is being done under the Local Government Act 2002.</p> <p><b>SUPPORTING YOUNG ADULTS WITH DISABILITIES</b></p> <p>Selwyn Launch Group, which supports young adults with disabilities living in Selwyn, is holding an information on Tuesday 11 August, 7pm at Waitaha School meeting room, 12 Lemonwood Drive, Farringdon, Rolleston. Come along and hear what is happening in regards to transition, work experience, opportunities, WINZ information and support groups. Any parents and caregivers who are interested in developing new facilities in Selwyn are welcome. RSVP by Friday 7th August to Sandra Gilmour 0212328069 or Shelley Waters 0210460482</p> <p><b>DOG MICROCHIPPING</b></p> <p>This free monthly service is available on Friday 14 August at the following places:</p> <ul style="list-style-type: none"> <li>Lincoln Library 9–9.30am</li> <li>Leeston Library 10.15–10.45am</li> <li>Darfield Library 11.30am–12pm</li> <li>Rolleston Council offices 12.45–1.15pm</li> </ul> <p>If your dog was first registered after 30 June 2006 and is not a</p>	<p>working dog, the law requires him or her to be microchipped. Please note:</p> <ul style="list-style-type: none"> <li>All clinics last for half an hour.</li> <li>The Rolleston venue is in Norman Kirk Drive. All others are libraries.</li> <li>Microchipping will not take place if wet.</li> </ul> <p>If you have any questions regarding microchipping, please contact Tracey Wheeler on 0800 SELWYN (735 996).</p> <p><b>IS THIS YOUR RAM?</b></p> <p>This ram was found in the Lincoln area around two weeks ago. If you are the owner please contact the Council's Animal Control Team as soon as possible on 0800 SELWYN (735 996).</p> 
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(Notice council call 4<sup>th</sup> August 2020).

- Council are considering the ecological impact of race closures by facilitating salvage of aquatic life where appropriate.
- It is not expected that proposed water race closures will generate wider national or international interest.

## Ngāi Tahu

- The impacts on water race closures have been assessed against the Iwi Management Plan and Te Runanga O Ngāi Tahu's Freshwater Policy. These assessments are included in section 7.3 of this report.

## Context and Implications

- An assessment of the options considered as alternatives to water race closure is included in section 6 of this report.
- The proposed water race closure(s) are not expected to have any unintended consequences for community interests. The environmental, social and cultural impacts of the closures have been considered as outlined below:
  1. Cultural interests – the race closure(s) proposed are not considered to impact the character of the District, as they are often on private land and exist extensively in other parts of the District. There are no historic assets/fabric as part of the proposed closure. There are not known cultural links to this section of closure.
  2. Social interests – water races on private property are not considered to provide amenity value to the wider community and their closure is therefore not considered significant. Race closures on the roadside may have some visual impact in areas with high amenity. Under Council's process, for a rate payer initiated race closure to proceed, all affected property owners (those

with a race on or adjacent to their property regardless of whether they are rated for stock water) are consulted and approval is required for closure to be progressed. Further public submissions are invited from the wider community.

3. Economic interests – Council will monitor the cumulative impact on rate revenue reduction which is discussed further in section 12.
  4. Quality of the Environment – opportunities for salvage of aquatic life will be provided in consultation with the Department of Conservation prior to any race closure. Closing ineffective and inefficient races provides environmental benefit as discussed further in section 7.
- The proposed water race closure(s) are not considered to impact a scarce resource. The provision of water for stock can generally be provided from alternative sources.
  - The proposed water race closure(s) are considered as irreversible where it cross private property. Council do not hold easements for most water races. A sufficient amount of legal and economic controls will be needed for reinstatement of water race channels on private property, which have cost and political implications. However, stock water supply can be provided from other sources.
  - By undertaking public consultation on the proposed water race closure, Council will establish whether the proposed closure is considered controversial.
  - All water race closures will be progressed following appropriate consultation in a timely manner
  - Closure(s) that have attracted >80% support do not present uncertainty or lack of clarity for Council.

The proposed water race closures represent the following loss to each of the schemes:

Ellesmere	
	• Reduction in length of water races 0.70%
	• Loss of targeted rates income 0.29%

Based on the above assessment, it is recommend that the proposed closure is considered of **low significance** in terms of consultation requirements. The level of significance impacts the degree of consultation undertaken on the engagement spectrum. Council takes a conservative approach to consultation.

## 4 HISTORY/BACKGROUND

### 4.1 Proposed Closures Recommended for Progression

Council has received requests for closure of the following races.

**Table 4.1 – Proposed Water Race Closure(s)**

<b>Ref</b>	<b>Scheme</b>	<b>Received from</b>	<b>Road Name</b>	<b>Number of affected Props</b>	<b>Approx m Race</b>	<b>Progress</b>
1	Ellesmere	B Symes / M Marshall	Heslerton Rd	4	3000	Race to close at divide, shifting race termination point to above this property. Race has been running on minimal flow as nobody wants the water.
2	Ellesmere	A Anderson	Crossgates Rd	5	1600	Shifting termination point above this property, change to only southern race closure as consultation identified other property owners still want the other race.
		<b>TOTAL</b>		<b>9</b>	<b>4600m</b>	

Appended to this report are maps showing the location of the above race proposed for closure.

## 5. PROPOSAL

Staff seek that the Council consider and implement the recommendation set out in section 1 above.

## 6. OPTIONS

Where a request for water race closure is received, there are a number of potential options available to Council.

**Table 6.0 – Alternative Options Considered**

Option	Details	Advantage	Disadvantage
<b>1. Water race closure</b>	Race closure with the agreement of >80% affected land owners (rate payers on the race or directly adjacent to the race), subject to public consultation and reasoned consideration and response to issues raised during consultation.	Objective is achieved and wishes of rate payers considered.	Loss of rating income. Ecological values of races not maintained.
<b>2. Piping of water race</b>	Piping can be considered if downstream property owners wish to maintain supply. Piping to be funded by each landowner. Piping a water race will not maintain the ecological value of an open water race channel.	Supply to downstream property owners maintained.	Landowners responsible for maintenance of pipes with potential upstream impacts if not maintained. Higher cost to land owners. Ecological values of races not maintained.
<b>3. Race relocation</b>	Relocation could be considered if downstream property owners wish to maintain supply for stockwater purposes. Costs to be met by landowners.	Rating income retained.	Unlikely to achieve benefits of race closure required by land owners. Potential impacts on adjacent land owners. Cost to land owners.
<b>4. Race retained</b>	Do nothing races retained.	Rating income retained.	Needs of rate payers requesting closure not met.

Option	Details	Advantage	Disadvantage
<b>5. Onsite alternatives</b>	On site alternatives e.g. a well, could be considered if land owners wish to retain a stockwater service.	Stockwater supply retained.	High cost to property owners for installation and ongoing maintenance. Ecological and other race values not retained.

These options are alternatives to closure of an open race if a downstream landowner requires a stockwater supply to continue. Water race closures will only occur for short lengths of race (excluding whole or major part of scheme closures) if 80% support from affected land owners is obtained.

## **7. VIEWS OF THOSE AFFECTED/CONSULTATION**

### **7.1 Views of those affected**

The Local Government Act section 82 requires consultation with persons affected by or have an interest in a decision. They must also be provided with a reasonable opportunity to present their views to the Local Authority.

Rate payer initiated closure have been provided for in the 2018/28 LTP.

As required under Council's water race closure process agreement to close water race forms have been received from all affected properties. An affected property owner has been deemed to be those with a race on or adjacent to the property, regardless of whether the property is rated. All directly affected property owners were notified that the proposed closure has been approved to progress to public consultation.

The proposed closures have been publically advertised in the following ways:

- 'Council Call' section in the Selwyn Times newspaper
- Letter to Mahaanui Kura Taiao (MKT) & Te Taumutu Rūnanga, Department of Conservation, Fish and Game, Environment Canterbury Regional Council and NZ Fire Service
- A summary of proposal, maps and copy of the public advert detailing the proposed race closures was posted on Council's website

The following feedback was received following consultation;

- No feedback was received from key stakeholders.

Where a proposed water race closure has attracted 100% support and no submissions are received, the closure will progress once approved by Council.

### **7.2 Interested Parties Consultation**

To allow any parties with an interest in water race closures to input into the process as required by S 82 (1 (a)) of the LGA, the closures were publically advertised for a minimum of 2 weeks in Council Call and on the Council website. Maps of proposed

water race closures will be available to view at Council or on the website. A summary of the proposed water race closures is made available on the Council website.

### 7.3 Ngāi Tahu views

Te Runanga O Ngāi Tahu's Freshwater Policy recognises the importance of providing a stockwater supply to communities. This principal is considered alongside a number of others which seek to protect the environment and its inhabitants. By proposing the closure of ineffective, inefficient and no longer required water race assets, Council is proposing to better balance the needs of rate payers, Iwi and the environment.

*Mahaanui*, The Iwi Management Plan (IMP) 2013, recognises the importance of the water race network and states that they should be managed as waterways. In support of these principals Council require that heavy stock (deer and cattle) is fenced from entering the water races and provides advice to landowners on how to provide stock access to drink without entering the channel.

Details of the proposed closure were provided to Ngāi Tahu via MKT. It should be noted that in general water races requested for closure are often tail end races (lateral races) where excess water is disposed of to ground. Where a water race feeds another water course further consideration will be given to impacts on that waterway.

### 7.4 Ecological Considerations

The Canterbury Water, Selwyn Wahiora Zone Implementation Programme acknowledges that Council are reviewing the operation of the stockwater race network and seeking opportunities for rationalisation while managing some races for biodiversity and community values.

The Implementation Plan supports race rationalisation and recognises the importance of reliable stockwater supplies while identifying opportunities for supporting an aquatic corridor from mountains to sea via water races and creating wetlands at discharge to ground locations.

*Mahaanui*, the Iwi Management Plan 2013 recognises the importance of the water race network for biodiversity and habitat for native freshwater fish. Where appropriate opportunities for salvage of aquatic life and relocation will be provided to DoC and Fish and Game prior to a water race closure occurring.

EOS Ecology undertook an assessment of sites of high ecological value within the Ellesmere and Malvern Water Race schemes in 2011. A copy of the findings of the assessment is included in Appendix B.

In a memo to Council dated 6 July 15, DoC have indicated that the level of input from DoC may need to be prioritised based on predicted distribution of threatened species and external contractors may need to be used if DoC staff cannot assist. DoC may however provide guidance to Council and Contractors on the process the suitable sites for relocation.

Where DoC staff are not available to undertake salvage of aquatic life and it is deemed necessary, consulting companies exist that are equipped to undertake electrofishing, however this may attract significant cost. The Agreement to Close Water Race form states that the benefiting property owners are liable for their share of the costs associated with the closure. To date this has been the cost of installing a soak hole at approximately \$3,000.

## **8. RELEVANT POLICY/PLANS**

The closures included in this report are consistent with Council Policy W107 Closure of Water Races.

As stated in section 3 Water Race Closures are being done in line with Council's Significance Policy.

## **9. COMMUNITY OUTCOMES**

Community outcomes are discussed in section 3.1 above.

## **10. NEGATIVE IMPACTS**

Negative impacts or effects will be considered as part of the race closure approvals process and closures will only proceed if negative effects are mitigated or minimised and affected land owners agree.

## **11. LEGAL IMPLICATIONS**

The recommendation complies with the requirements in the Local Government Act and the Council's policies and internal procedures.

## **12. FUNDING IMPLICATIONS**

### **12.1 Rating Impact**

The proposed race closures detailed in this report are expected to have the following impact on rating income:



**Table 12.1 – Funding Implications of Proposed Race Closures**

<b>Ref</b>	<b>Scheme</b>	<b>Received from</b>	<b>Road Name</b>	<b>Loss of Targeted Rating Income</b>	<b>Percentage of Total Rating Income</b>
1	Ellesmere	B Symes / M Marshall	Heslerton Rd	\$3,563.00	0.16%
2	Ellesmere	A Anderson	Crossgates Rd	\$2,848.00	0.13%
			<b>TOTAL</b>	<b>\$6,411.00</b>	<b>0.29%</b>

The cumulative impact of closures will continue to be considered as more closure requests are received. Rates are reviewed and adjusted at each annual plan and long term plan rating review.

## **12.2 Cost Savings**

Many of the closures to date have been short lengths of lateral water race that are maintained by the property owners. Closure of these races have minimal impact on operational costs.

## **12.3 Closure Costs**

The cost of any rate payer requested closures will be met by the benefiting property owners.

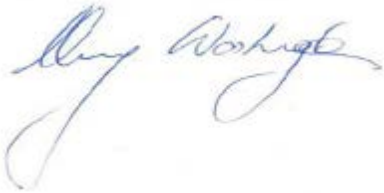
## **13. HAS THE INPUT/IMPACT FROM/ON OTHER DEPARTMENTS BEEN CONSIDERED?**

A copy of this report has been provided to the Corporate Services Manager as income accounts will be affected.



Daniel Meehan  
**Surface Water Engineer**

***Endorsed For Agenda***



Murray Washington  
**Group Manager Infrastructure**

#### **APPENDICES**

**APPENDIX A – PROPOSE WATER RACE CLOSURE MAPS**

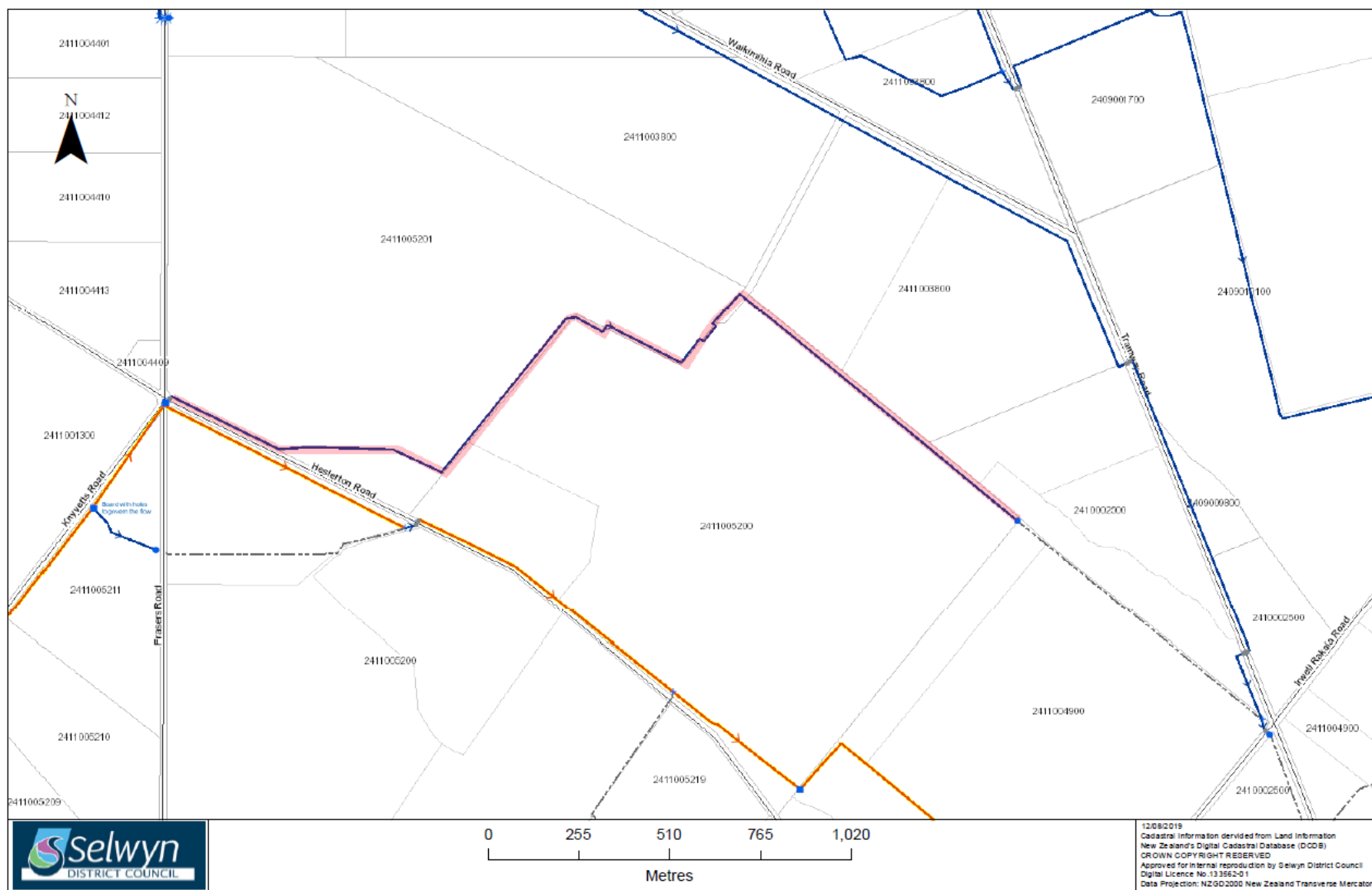
**APPENDIX B – EOS ECOLOGY, MALVERN SITES OF HIGH ECOLOGICAL VALUE – 2011**

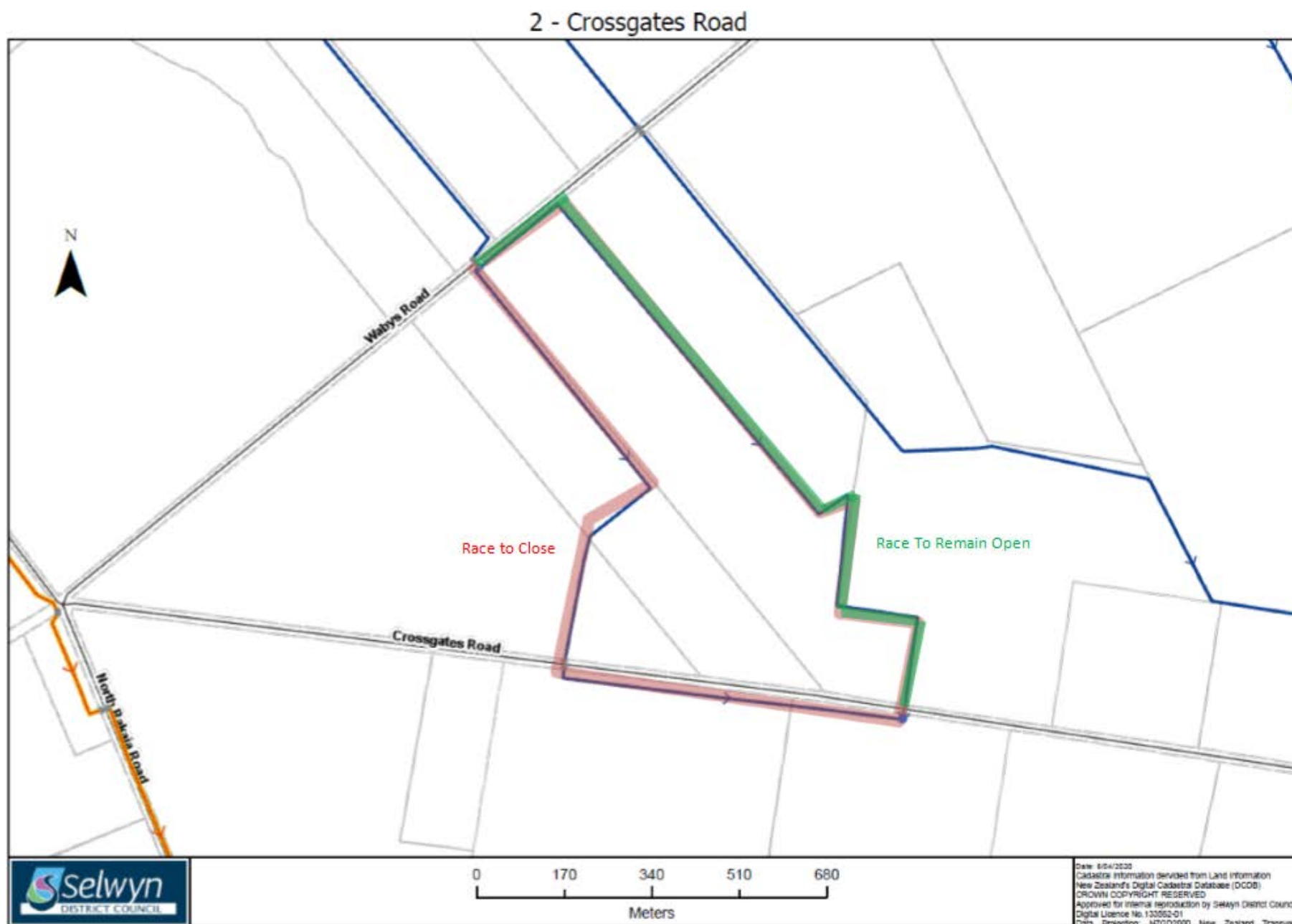
**APPENDIX C – IWI MANAGEMENT PLAN**

**APPENDIX D – STRATEGIC WATER RACES - ECOLOGICAL AND AESTHETICS**

## APPENDIX A – WATER RACE MAPS

### 1 - Heslerton Road





## APPENDIX B – EOS ECOLOGY, SITES OF HIGH ECOLOGICAL VALUE – 2011.







## APPENDIX C –IWI MANAGEMENT PLAN

### Drain management Page 97

Issue WM14: Drain management can have effects on Ngāi Tahu values, particularly mahinga kai.  
Ngā Kaupapa / Policy

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

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

WM14.2 To require and uphold agreements with local authorities to ensure that the timing and techniques of drain management are designed to avoid adverse effects on mahinga kai and water quality, including:

- (a) Identifying drains that are or can be used for mahinga kai;
- (b) Returning any fish that are removed from drains during the cleaning process to the waterway;
- (c) Riparian planting along drains to provide habitat and shade for mahinga kai and bank stability while reducing the frequency and costs of maintenance by reducing aquatic plant growth;
- (d) Ensuring drain management/cleaning does not breach the confining layers;
- (e) Use of low impact cleaning methods such as mechanical ‘finger buckets’, as opposed to chemical methods such as spraying, to minimise effects on aquatic life;
- (f) Notification to tāngata whenua of any chemical spraying of drains used for mahinga kai or connected to waterways used as mahinga kai; and
- (g) Involvement of tāngata whenua in drain maintenance activities where there is a need to return native fish back to the drain (e.g. tuna, kekewai and kanakana).

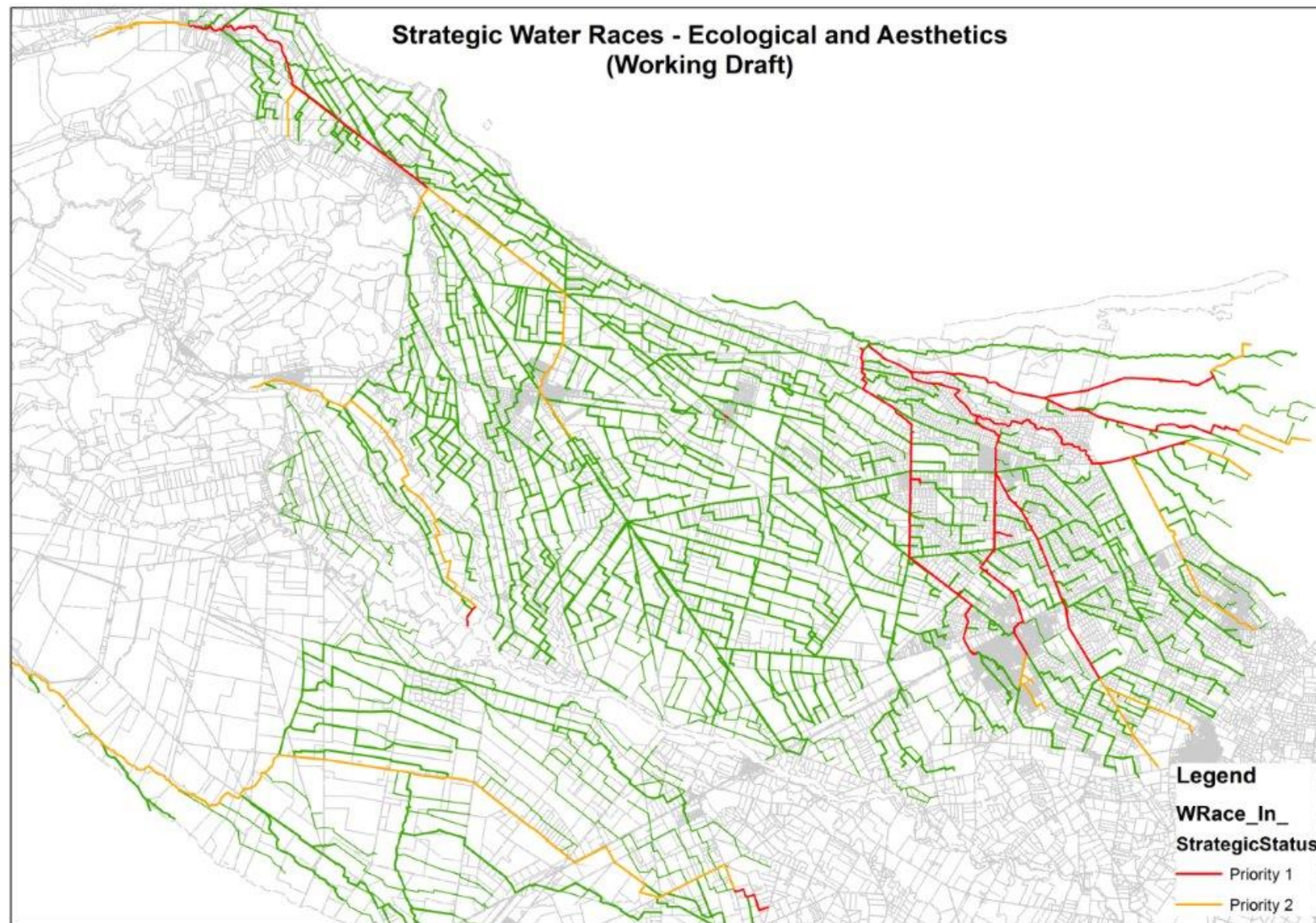
### He Kupu Whakamāhukihuki / Explanation

Drains are a common feature across Ngā Pākihi Whakatekateka o Waitaha, given that much of the land in lower catchment areas was originally swamp. An extensive network of drains provides flood protection for settlement and land use. Some of these drains are modified natural waterways, and many connect or empty into existing waterways and waterbodies. For this reason drain management is an important kaupapa for tāngata whenua. While drains may not be highly valued in the wider community, drains that function as mahinga kai habitat and where mahinga kai resources are gathered may be identified as wāhi taonga by Ngāi Tahu.

“You can’t tell a fish what the difference is between a drain, river, stream or spring.” David Perenara O’Connell, Te Taumutu Rūnanga Natural Resource Management Plan 2002.

“Spraying is a quick fix technique, with a very long recovery time.” Uncle Waitai Tikao, Ōnuku Rūnanga.



**APPENDIX D – STRATEGIC WATER RACES - ECOLOGICAL AND AESTHETICS**



## REPORT

**TO:** Chief Executive

**FOR:** Council Meeting – 14 October 2020

**FROM:** Asset Manager Water Services, and  
Water Service Delivery Manager

**DATE:** 6 October 2020

**SUBJECT:** **WATER SERVICES MONTHLY UPDATE**

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### RECOMMENDATION

*‘That the Council receives the report “Water Services Monthly Update” for information’*

#### 1. PURPOSE

The purpose of this report is to inform Council on matters of interest in the context of the 5 Waters activity.

#### 2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

As this report is for information only it is not considered to be significant in the context of Council’s Significance Policy.

#### 3. HISTORY/BACKGROUND

Selwyn District Council's goal for the 5 Waters activities is:

*‘To provide water services that meet all relevant standards with a level of service the public can afford and have confidence in, both now and moving forward into the future’.*

We discuss key considerations for each of the 5 Waters activities (Water, Wastewater Stormwater, Land Drainage and Water Races). **Updates from the previous report are provided in red font.**

### 3.1. Wastewater

In order to comply with Section 7.51 of the Canterbury Air Regional Plan Water Services are currently in the process of adding odour control to air release valves and sewer pumps stations throughout the district.

To allow this to happen Council have been working in conjunction with the supplier, Armatec, to develop a design for a green dome odour filter that could fit over an above ground air release valve and works for the Selwyn District.



**Figure 1 George Holmes Drive Pump Station (left) and Vernon Drive (right) Odour Control**

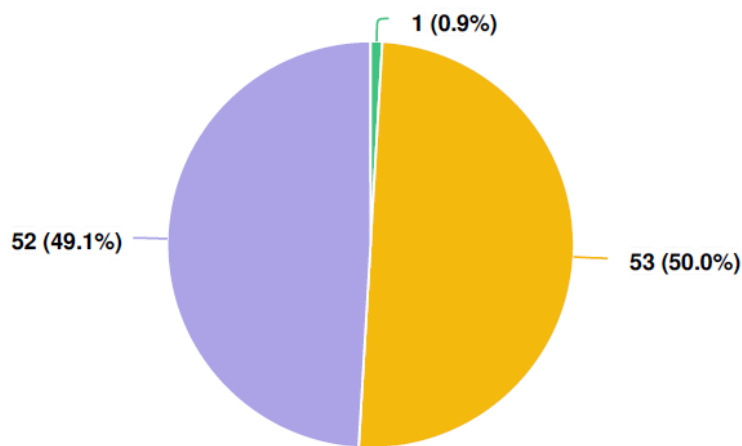
To date 22 No. Air Release Valves and 3 No. Sewer Pump Stations (Helpet, Gainsborough and George Holmes Drive) have been fitted with odour control. Going forward there remains 22 No. air release valves and 15 No. Sewer Pump Stations that are to be fitted with odour control with five of these units will be installed over the next month weeks and installation of the remaining units will start in the new year due to the high lead time associated with procuring the green dome units.

Completing all these should mean that all operational air release valves within 100 m of a residential properties will have some form of odour control. Further budget will be needed for the following FY21/22 to complete more odour control installations on sewer pump stations.

### 3.2. Potable Water

#### Rural Water Supply Survey

A rural water supply user's survey was issued to all water race users in September with consultation closing 5 October. The main question asked of rural water supply users was 'Do you require less units or more units?' 1226 surveys were mailed to users with 106 responses received. 53 responses requested additional units (241 units in total), 52 responses were happy with the allocation provided and 1 response wished to reduce the allocation of water provided.



#### Question options

● Less
 ● More
 ● I am happy with my current amount

The next step of this project is to map the location of those properties wanting additional units and developing a master plan to increase scheme capacity. This will be a matter for the Long Term Plan 2021-31.

### Arthurs Pass Chlorination

Following on from the Council resolution permanent chlorine is due to start the week of the 5<sup>th</sup> October 2020. A letter informing the residents of Arthur's Pass was sent on 23<sup>rd</sup> September 2020.

### 3.3. Stormwater

There are a number of projects currently underway in stormwater including:

Leeston - construction of Stage 3 of the Leeston Bypass is due to begin on the 12<sup>th</sup> of October 2020 with completion programmed by the end of the year.

Hororata – representatives from Council and ECan met on the 28<sup>th</sup> of September with positive progress being made with regards to the river work getting started.

Glentunnel – weather dependant the new culverts should be put in place on the drain behind the town in the next month.

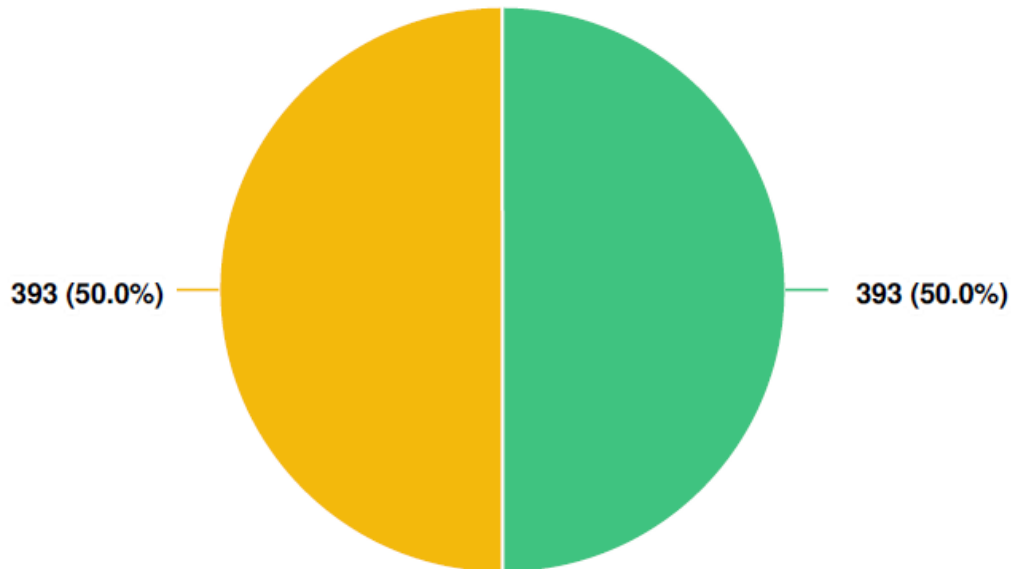
### 3.4. Land Drainage

Meeting of Land drainage chairs is proposed for the 5<sup>th</sup> of November. This is the one area of Water Services that has not had a thorough rating and governance review, both of which we believe are currently overly complicated. This matter will be a focus of the committee meeting.

### 3.5. Water Races

A water race user's survey was issued to all water race users (2394) in the month of September. Questions and the responses are provided below. The results are preliminary with some late responses still arriving.

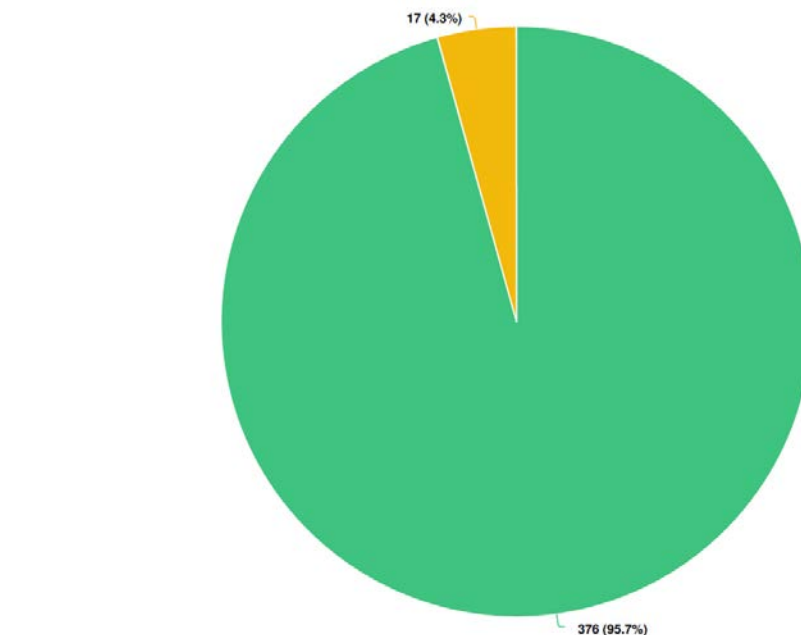
Do you want the water race on or adjoining your property to continue? (786 responses). There was an even split between those who want the race to remain open and those who wish to close the race.



#### Question options

● Yes ● No

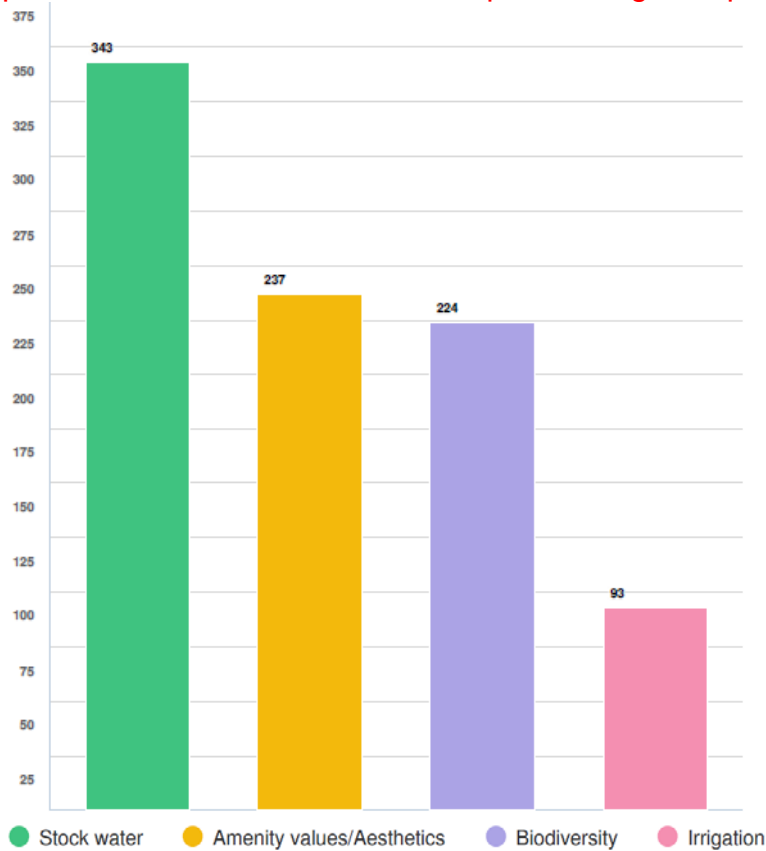
Those who wanted the race closed on or adjacent to their property were asked 'Would you support the closure of this race?' (393 responses). Over 95% of responses were in support of race closure.



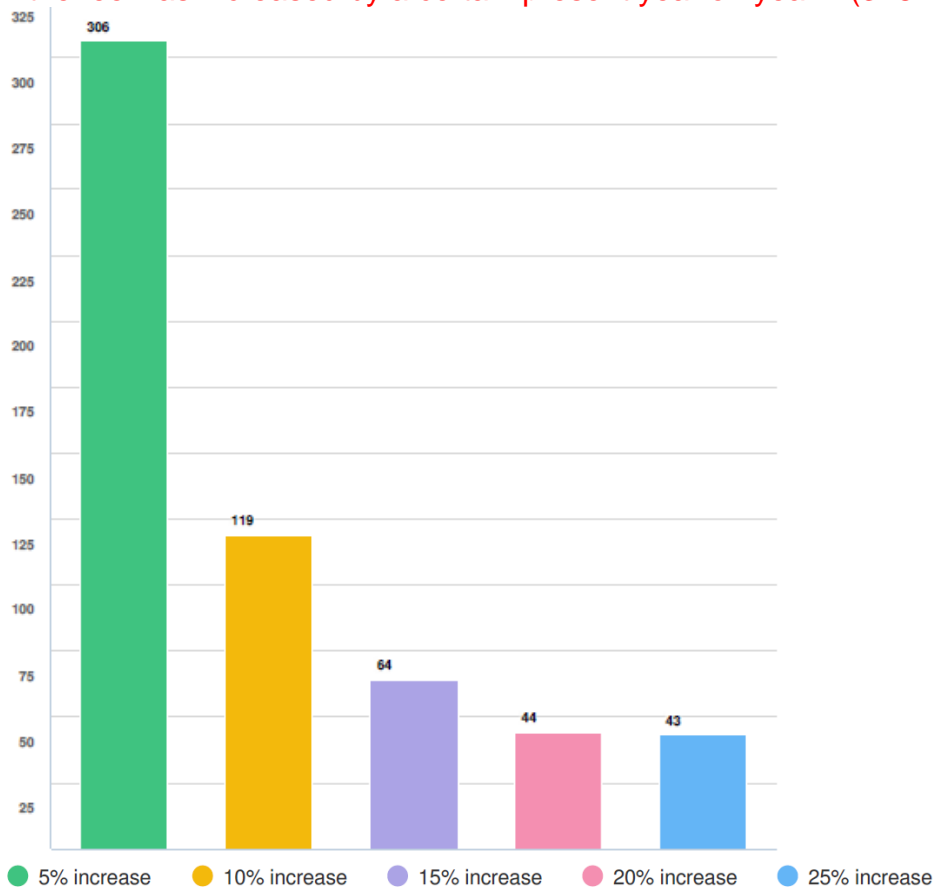
#### Question options

● Yes ● No

Those who wanted the race were asked 'Why do you want the water race?' (390 responses). The majority of responses wanted the race for stockwater with a significant portion of users referring to amenity and biodiversity reasons. A smaller portion of users wanted the race open for irrigation purposes.



Those who wanted the race were asked 'Would you still want the race to remain open if the fee was increased by a certain present year on year?' (348 responses)



The next stage of this project is to map the races which users wish to close and remain open, confirm the ecological significant races, develop the long term strategy for the races and confirm the financial strategy for the races going forward. Further consultation will be required.

The rating structure that was put in place as part of the 2018 water race rating review remains fit for purpose, the weighting of charges now require optimisation. Migration of cost to the environmental public good rate will likely be required if water races are to remain open.

### **Current Operation Challenges**

Seasonal operational challenges of spring and its changeable weather, rivers have changed rapidly over last few weeks, frequently going into flood. This is causing disruptions and outages across all schemes. Higher demand for flow is also being experienced with commercial irrigation beginning for the summer in the Ellesmere and Paparua schemes areas.

### **3.6. Three Waters Grant and Delivery Plan**

The Delivery Plan and Funding Agreement was submitted to the Department Of Internal Affairs and Crown Infrastructure Partners on 30 September 2020.

The Canterbury Regional steering group has appointed a Project Manager Rob Kerr, to lead the development of an evidence-led internal review on the best delivery option(s).

The first task will be to complete a high level current and future state assessment of the water assets in the Canterbury Region.

### **4. Future points for discussion**

During previous Council meetings, the following topics in addition to those covered above were requested to be presented at a meeting on a future date:

- Outline of nitrate levels and trends in ground water impacting Council supplies, and
- Discussion on infrastructure resilience

### **5. PROPOSAL**

Staff seek that the Council consider and implement the recommendation set out above.

### **6. OPTIONS**

The options available to Council are to:

- (a) To approve the recommendation of this report, or
- (b) To decline the recommendation of this report


Staff would appreciate feedback on the subject matter and level of information provided in this report.

## **7. VIEWS OF THOSE AFFECTED / CONSULTATION**

Not applicable

## **8. FUNDING IMPLICATIONS**

No funding implications have been identified in relation to the recommendation of this report.



Murray England  
**ASSET MANAGER WATER SERVICES**



Elaine McLaren  
**WATER SERVICES DELIVERY MANAGER**

***Endorsed For Agenda***



Murray Washington  
**GROUP MANAGER INFRASTRUCTURE**

## REPORT

**TO:** Council

**FOR:** Council Meeting – 14 October 2020

**FROM:** Bernadette Ryan

**DATE:** 6 October 2020

**SUBJECT: REGISTER OF DOCUMENTS SIGNED AND SEALED**

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### RECOMMENDATION

*'That the following transactions and the fixing of the Common Seal under authorised signatures have been approved.'*

#### 1. PURPOSE

To advise Council of legal documents approved for signing and sealing.

1	Name of other party	J R & J McKenzie Family Trust
	Transaction type	Licence to Occupy Unformed Legal Road
	Transaction description	The unformed portion of legal road heading north west from corner of Jollies Road and Pacific Drive through to North Rakaia Road

2	Name of other party	Te Whanau Tupu Ngatahi O Aotearoa – Playcentre Aotearoa
	Transaction type	Deed of Renewal of Lease
	Transaction description	Lincoln Playcentre, 158 North Belt, Lincoln

3	Name of other party	Global Bus Ventures (NZ) Limited
	Transaction type	Deed of Rent Review
	Transaction description	51-63 Detroit Drive, Rolleston

4	Name of other party	Michael Graham Dewhirst and Georgia Dewhirst
	Transaction type	Deed of Licence
	Transaction description	Reserve 2803 Coaltrack Road 4.0469 hectares

5	Name of other party	Andrew John Payton and Katy Louise Payton
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1524 Bangor Road 7417 m <sup>2</sup>



6	Name of other party	Andrew John Payton and Katy Louise Payton
	Transaction type	Deed of Licence
	Transaction description	Part Rural Sections 30996 and 30997 Bangor Road 7195m <sup>2</sup>

7	Name of other party	James Brent Geddes
	Transaction type	Deed of Licence
	Transaction description	Part Reserve 1755 Coaltrack Road and Telegraph Road 3.2 hectares

8	Name of other party	JPN Trustees Limited and Neilsons Trustee (2016) Limited
	Transaction type	Deed of Licence
	Transaction description	Occupation of Legal Road – Permitted Furniture and Use for outdoor dining - Tennyson Street

9	Name of other party	McCarthy Contracting Limited
	Transaction type	Deed of Renewal and Variation of Lease
	Transaction description	27 Hamptons Road, Prebbleton

Bernadette Ryan  
**PERSONAL ASSISTANT TO MAYOR**

***Endorsed For Agenda***

David Ward  
**CHIEF EXECUTIVE**