



AGENDA FOR THE

ORDINARY MEETING OF
SELWYN DISTRICT COUNCIL

TO BE HELD IN THE
COUNCIL CHAMBERS

SELWYN DISTRICT COUNCIL
ROLLESTON

ON WEDNESDAY 13 FEBRUARY 2019

COMMENCING AT 1 PM

AGENDA

WEDNESDAY 13 FEBRUARY 2019

COMMITTEE

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

APOLOGIES

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

CONFLICTS OF INTEREST

PUBLIC FORUM

Bill Bradley	<i>Several issues including road safety, contractor conduct and maintenance.</i>
Graham Evans	<i>The Future of Upper Selwyn Huts</i>

CONFIRMATION OF MINUTES

1. Minutes of an ordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, on Wednesday 12 December 2018 (Pages 9 - 21)

Recommended:

'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 12 December 2018, as circulated.'

2. **Minutes of the meeting of the Audit and Risk Subcommittee held at the Selwyn District Council, on Wednesday 5 December 2018 (Pages 22 - 27)**

Recommended:

‘That the Council receives the unconfirmed minutes of the Audit and Risk Subcommittee meeting held on 5 December 2018, for information.’

3. **Minutes of the meeting of the Property Committee held at the Selwyn District Council, on Wednesday 5 December 2018 (Pages 28 - 34)**

Recommended:

‘That the Council receives the unconfirmed minutes of the Property Committee meeting held on 5 December 2018, for information.’

4. **Minutes of the meeting of the District Plan Committee held at the Selwyn District Council, on Wednesday 5 & 12 December 2018 (Pages 35 - 52)**

Recommended:

‘That the Council receives the unconfirmed minutes of the District Plan Committee meeting held on 5 & 12 December 2018, for information.’

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date
Accessibility Charter	November 2018	Update Report <ul style="list-style-type: none"> - accessibility as part of the social asset management plan; - possible changes to the building code 	March 2019
Feral cat management	December 2018	Update Report <ul style="list-style-type: none"> - Proposed new bylaw - Proposed changes to existing bylaw 	March 2019
Overnight sleeping facilities in Council buildings	December 2018	Update Report on possibility	March 2019
Public Places Bylaw and Policy on Commercial Activities and Events in Public Places	September 2018	Review the effectiveness of the bylaw a year on	August 2019
Social Housing	November 2018	Update Report	November 2019

REPORTS

1. Mayor

Mayor's Report (Pages 53 - 54)

Recommended:

'That Council receives the Mayor's Report for December 2018 and January 2019 for information.'

2. Chief Executive

Chief Executive's Report (Pages 55 - 60)

Recommended:

'That Council receives the Chief Executive's Report, for information.'

3. Chief Executive

Committee Meeting Updates (Pages 61 - 62)

Recommended:

'That Council receives the Committee Meeting Updates Report, for information.'

4. Systems Accountant

Financial Report to 31 December 2018 (Pages 63 - 102)

Recommended:

'That the Council receives the financial report for the period ending 31 December 2018, for information.'

5. Strategy and Policy Planner

Plan Change 59 – Decision on how to consider the Private Plan Change request received from G W Wilfield Ltd (Pages 103 - 125)

Recommended:

‘That in respect to Plan Change 59 to the Selwyn District Plan lodged by GW Wilfield Ltd, Council resolves to accept the request for notification pursuant to Clause 25 (2)(b) of the Resource Management Act 1991.’

6. Parks Policy and Strategy Analyst

Recommendatory Report from the Parks and Reserves Bylaw 2009 Review Subcommittee Deliberations (Pages 126 - 144)

Recommended:

‘That Council:

- a) Receive the recommendation of the Parks and Reserves Bylaw Review Subcommittee to approve and make the attached Parks and Reserves Bylaw 2009;*
- b) Resolve, pursuant to s155 of the Local Government Act 2002, that the Parks and Reserves Bylaw 2009:*
 - a. Is the most appropriate way of addressing the perceived problem;*
 - b. Is the most appropriate form of bylaw; and*
 - c. Does not give rise to any implications under the New Zealand Bill of Rights Act 1990;*
- c) Approve and make the attached Parks and Reserves Bylaw 2009;*
- d) Provide a copy of the Parks and Reserves Bylaw 2009 to the Minister of Conservation for approval under section 108 of the Reserves Act 1977; and*
- e) Send a formal response to the submissions made, and a copy of the final bylaw, to all those who submitted.’*

GENERAL BUSINESS

7. Register of Documents Signed and Sealed (Pages 145 - 146)

Recommended:

'That the following transactions and the fixing of the Common Seal under authorised signatures be approved:

1	Name of other party	Thomland Farms Limited
	Transaction type	Deed of Lease & Deed of Licence (Grazing) (Raeburn Farm)
	Transaction description	354 Creyke Road, Darfield 126.99 ha 354 Creyke Road, Darfield 9.56 ha

2	Name of other party	Gregory Jane Limited
	Transaction type	Deed of Lease
	Transaction description	Hororata Domain, Hororata Road 52.9 ha

3	Name of other party	Elaine Fraser & John Fraser
	Transaction type	<ul style="list-style-type: none"> Register easements in gross over SDC reserve. Register fencing covenant indemnifying SDC of responsibility to fencing costs on Reserve boundary.
	Transaction description	39 Fairhurst Place, Rolleston RC175259

4	Name of other party	GW Wilfield Limited
	Transaction type	Fencing Covenant to indemnify SDC of liability towards fencing reserves
	Transaction description	RC175713 Wilfield Subdivision

5	Name of other party	Roxburgh Developers Limited
	Transaction type	Fencing covenant to indemnify SDC of all responsibility towards fencing requirements.
	Transaction description	RC165539 & RC185125 Roxburgh Subdivision, High Street, Southbridge

6	Name of other party	GW Wilfield, West Melton
	Transaction type	<ul style="list-style-type: none"> Easement in gross over private right of way. Fencing covenant indemnifying SDC of liability towards reserve fencing costs.
	Transaction description	RC175706, 708, 710, 712, 713 RC175715

7	Name of other party	Broughton Land Holding Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 3536 - 108 Yeomans Road 1.5201 ha

8	Name of other party	Doyleston Farm Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2293 - corner Mitchells Road and Sharlands Road 2.0234 ha

9	Name of other party	Goulds Developments Ltd
	Transaction type	Fencing Covenant
	Transaction description	RC175197 - Goulds Estate, Goulds Road

10	Name of other party	CIT Branthwaite Limited
	Transaction type	Fencing Covenant
	Transaction description	RC175070 Stage N & O Branthwaite

11	Name of other party	Ballooning Canterbury.Com Ltd
	Transaction type	Deed of Licence (Use of Reserve Land)
	Transaction description	Part of Sheffield, Greendale, Hororata and Glentunnel Domains

REVIEW OF ISSUES RAISED IN PUBLIC FORUM

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
1	Public Excluded Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
2	Public Excluded Committee Updates Report		
3	Purchase of Property in Lincoln		

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	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(b)(ii)
2, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Section 7(2)(h)

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 12 DECEMBER 2018 COMMENCING AT 1.00PM**

PRESENT

Mayor S T Broughton (Chair), Councillors M A Alexander, M B Lyall, G S Miller, J B Bland, D Hasson, R H Mugford, M P Lemon, D P McEvedy, J B Morten and C J Watson

IN ATTENDANCE

Messrs. D Ward (Chief Executive), M Washington (Assets Manager), S Hill (Business Relations Manager), T Harris (Environmental Services Manager), G Bell (Corporate Services Manager), C Moody (Corporate Accountant), M England (Asset Manager Water Services), A Walker (Communications Advisor), G Morgan (Service Delivery Manager), R Allen (Acquisitions, Disposals and Leasing Manager), J Christensen (Project Manager), S Clarke (Senior Animal Control Officer), Mesdames J Gallagher (Malvern Community Board Chairperson), D Kidd (Community Relations Manager) and N Smith (Executive Assistant); and Ms T Davel (Governance Coordinator)

Media:

Mr J Leask (Selwyn App); Ms E O'Connell (Selwyn Times)

Presenters:

Messrs. P Neale, D Begg (Arthurs Pass Residents Association), S Charters (Scouts NZ), S Ellis (Springfield Township Committee) and Mrs D Tulley (Canterbury District Health Board)

APOLOGIES

Councillor N C Reid.

Moved – Councillor Alexander / **Seconded** – Councillor Mugford

'That the Council receives the apology from Councillor Reid for information.'

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None

CONFLICTS OF INTEREST

Standing conflicts of interest in respect of SICON Limited, for Councillors Morten and McEvedy.

Standing conflict of interest in respect of the District Licensing Committee, for Councillor Hasson.

PUBLIC FORUM

Mr Sean Ellis, Springfield Township Committee, presented a proposal to manage feral cats.

Mr Ellis presented to Council the issue of managing pests, specifically feral cats. He said he had the Department of Conservation, Forest and Bird and several farmers from Springfield area behind him on this issue. In response to a question from the Mayor as to the main method to catch the cats, Mr Ellis said either shooting or trapping them. No cat is left more than 12 hours in a trap and often owners can be tracked and re-educated. He said that mandatory microchipping will be a good outcome and referred to a Wellington Regional Council submission process in which 85% of people who agreed to microchipping of cats, were actually cat owners.

He explained that feral cats cannot be rehomed and were generally euthanised when caught. Strays can go to Cat Protection Services

The Mayor thanked Mr Ellis for his presentation and said Council may look at discussing a new bylaw in this regard, or making changes to an existing bylaw.

Mr Pete Neale, Arthur's Pass Residents Association, talked to Council about a recent Council paper on water supply chlorination. He was accompanied by Mr David Begg. Mr Neale read a statement and said they would want recommendation (e) to be dropped as they believe Arthurs Pass is no longer a priority according to their calculations. He asked with the majority of properties in Arthur's Pass being on septic tanks, how that would be affected by chlorination as chlorine adversely affects, and kills, good bugs as well.

Mr Neale said they would advocate for the continuation of UV treatment. He said they would agree to have the systems put in and used when needed, for example in an incident requiring it.

The Mayor thanked Mr Neale for his presentation and said Council would take Item 9 directly after the last Public Forum speaker.

Mr Stuart Charters, Port Hills Zone Leader, Scouts New Zealand addressed the Council on the issue of overnight use of Selwyn District Council venues by the Scouts. Mr Charters told Council the Scouts would like to host events at Council facilities and that this may sometimes include staying overnight. He said having Scouts from Ashburton, Nelson and the West Coast would be a great opportunity. It would mean they could need to be hosted somewhere on the night before an event, and possibly have one more night to make the most of it.

The Mayor thanked Mr Charters for his presentation and said Council would need to clarify the use and guidelines for overnight facilities, as it will be a new venture for Council.

For the sake of the presenters from the Arthur's Pass Residents Association, the Mayor ruled to take Item 9 first, although, for ease of reference, the minutes were recorded in the order of the agenda.

CONFIRMATION OF MINUTES

1. Minutes of an ordinary meeting of the Selwyn District Council held at the Selwyn District Council Chambers, on Wednesday 7 November 2018

Councillor Alexander asked for an amendment to Item 9 in relation to the Sheffield Hall Seismic Strengthening Project – to note the shortfall will come from the underspend of the Springston and Ladbrooks Halls.

Councillor Watson read the amendments he requested in relation to Items 11 and 12 on Speed Limit, noting he wanted his disappointment in the process known as background for why he voted against the recommendations.

Moved – Councillor Alexander / **Seconded** – Councillor Mugford

'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 7 November 2018, as amended.'

CARRIED

2. Minutes of the meeting of the Audit and Risk Subcommittee held at the Selwyn District Council, on Wednesday 7 November 2018

Councillor Miller noted that he requested an amendment to the Audit and Risk Subcommittee minutes, a draft of which appeared in the agenda paper for this Council meeting. The amendments would not have been in time for the Council agenda. He said it related to the procurement outcomes for some Council projects, which the Subcommittee felt was not satisfactory at all. Councillor Watson noted a change which he raised in the Subcommittee meeting. It related to the fact that the DHB seemingly treated Councils differently when it came to advice around chlorination.

The Mayor explained the process of unconfirmed minutes being received for information only at Council with any amendments being carried through to the relevant committees.

Moved – Councillor Watson / **Seconded** – Councillor Miller

'That the Council receives the unconfirmed minutes of the meeting of the Audit and Risk Subcommittee held on 7 November 2018, for information.'

CARRIED

3. Minutes of the meeting of the Property Committee held at the Selwyn District Council, on Wednesday 7 November 2018

Taken and read and received.

Moved – Councillor McEvedy / **Seconded** – Councillor Miller

‘That the Council receives the unconfirmed minutes of the Property Committee meeting held on 7 November 2018, for information.’

CARRIED

4. Minutes of the meeting of the District Plan Committee held at the Selwyn District Council, on Wednesday 21 November 2018

Taken and read and received without further discussion with Councillor Lemon noting he had asked for an amendment in the DPC meeting early on this day.

Moved – Councillor Lyall / **Seconded** – Councillor Lemon

‘That the Council receives the unconfirmed minutes of the District Plan Committee meeting held on 21 November 2018, for information.’

CARRIED

CURRENT MATTERS REQUIRING ATTENTION

Item	Meeting referred from	Action required	Report Date / Action
Accessibility Charter	November 2018	Update Report <ul style="list-style-type: none"> - accessibility as part of the social asset management plan; - possible changes to the building code 	March 2019
Feral cat management	December 2018	Update Report	March 2019
Overnight sleeping facilities in Council buildings	December 2018	Update Report <ul style="list-style-type: none"> - Proposed new bylaw - Proposed changes to existing bylaw 	March 2019
Public Places Bylaw and Policy on Commercial Activities and Events in Public Places	September 2018	Review the effectiveness of the bylaw a year on	August 2019
Social Housing	November 2018	Update Report	November 2019

REPORTS

1. District Licensing Committee

Joint District Licensing Committee and Chief Licensing Inspector Monthly Report for period 1 October 2018 – 31 October 2018

Noting a conflict of interest in respect to this item, Councillor Hasson moved away from the table, and did not participate in any discussion or vote.

Moved – Councillor Morten / **Seconded** – Councillor Alexander

‘That the Council receives the report on the activities of the District Licensing Committee and the Chief Licensing Inspector for October 2018.’

CARRIED

2. Mayor

Mayor’s Report

Moved – Mayor Broughton / **Seconded** – Councillor Lemon

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

CARRIED

3. Chief Executive

Chief Executive’s Report

The Chief Executive took the majority of his report as read, noting that 3 waters was the main subject of discussion at the recent LGNZ Rural and Provincial meeting in Wellington. The Mayor added that a University of Otago professor spoke at the meeting about the health of New Zealand and water borne diseases.

The Chief Executive took the time to thank the Mayor and Councillors, on behalf of staff, for their hard work in the past year.

Moved – Mayor Broughton / **Seconded** – Councillor Lyall

‘That Council receives the Chief Executive’s Report, for information.’

CARRIED

4. **Chief Executive** *Committee Meeting Updates*

Audit and Risk Subcommittee

Councillor Miller said it had been a busy year for the Subcommittee, particularly in relation to chlorination. He said the capital growth expenditure was a clear indication of the level of growth in the Selwyn District.

Property Committee

Councillor Morten said the Committee received progress reports on several projects, including the Selwyn Aquatic Centre and the Ritso houses for sale. He noted things were progressing well overall.

Selwyn Waihora Zone Committee

Councillor Lemon told Councillors the Zone Committee had its last meeting in the form of a field trip to a High Country Station (High Peak Station) with an interesting visit to Quartz Hill as well. The Zone Committee also had a farewell for Maree Goldring, Community Member who resigned after serving almost 7 years on the Committee.

Christchurch West Melton Zone Committee

Councillor Hasson said the Zone Committee had its last meeting and considered presentations on the future of the Canterbury Water Management Strategy (CWMS) and had a Fit for the Future workshop.

Regional Water Committee

No feedback.

Animal Ethics Committee

Councillor Morten told Council that the Animal Ethics committee visited the Lincoln animal facility where trials were carried out. He also said several applications were processed in the meeting.

Greater Christchurch Public Transport Committee

Councillor Alexander said the last meeting was spent receiving the Regional Land Transport Plan and recommending to adopt the plan. It will form part of the Regional Council's meeting this week.

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

'That Council receives the Committee Meeting Updates Report, for information.'

CARRIED

5. **Systems Accountant**

Financial Report to 31 October 2018

Moved – Councillor Mugford / **Seconded** – Councillor Watson

‘That the Council receives the financial report for the period ending 31 October 2018, for information.’

CARRIED

6. **Regulatory Manager and Environmental Services Project Manager**

Amended Gambling Venue Policy 2018 for Adoption

Moved – Councillor Lyall / **Seconded** – Councillor Lemon

‘That the Council resolve:

(a) To adopt the Gambling Venue Policy 2018.

(b) Authorises that all submitters receive advice of the Council’s decision.’

CARRIED

7. **Team Leader Strategy and Policy**

Recommendation of the Commissioner for Plan Change 54 – Ballymena Holdings Ltd for a Plan Change to Rezone a 31.3HA Block at Springfield from Rural (Outer Plains) Zone to Living 2 Zone

Councillor Hasson enquired as to whether there was any consideration of a joint hearing with ECan as she considered having joint hearings will lead to a more sustainable outcome rather than following a piecemeal approach of granting consents.

The Environmental Services Manager said it was relatively uncommon to have joint hearings for resource consents as it was a very different scale.

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

‘That the Council approves:

(a) Pursuant to Clause 10(1) of the First Schedule of the Resource Management Act (RMA), to accept the recommendations contained in the Commissioner’s report dated 7 November 2018 as its decision on Plan Change 54.

(b) The public notification of Council’s decision that established that the Selwyn District Plan is deemed to have been amended in accordance with that decision from the date of the public notice in accordance with Clause 10(4)(b) of the RMA.

- (c) *The Team Leader Strategy and Policy the delegation to take any steps necessary to give effect to recommendations (b) above.*
- (d) *The Team Leader Strategy and Policy the delegation to take any steps necessary to give effect to make Plan Change 54 operative at the conclusion of the appeal period where no appeals are filed.'*

CARRIED

8. Building Manager and Environmental Services Project Manager
Earthquake-Prone Priority Buildings / Strategic Routes

Moved – Councillor Alexander / **Seconded** Councillor Lyall

That the Council resolve:

- (a) *To commence the special consultative procedure to identify:*
- *Vehicular and Pedestrian Thoroughfares (on to which unreinforced masonry buildings may collapse and pose a risk), with sufficient traffic to warrant prioritisation and*
 - *Transport routes of strategic importance which may be impeded by building collapse*
- (b) *To adopt the Statement of Proposal*
- (c) *That the Statement of Proposal be made available for public inspection at all Council Service Centres, libraries and on the Council's website.*
- (d) *That the period within which written submissions on the roads and thoroughfares identified may be made is between Monday 28 January 2019 and Friday 1 March 2019.'*

CARRIED

9. Asset Manager Water Services
Water Supply Chlorination – A Risk Based Approach

Although this item was taken at the start of the meeting for the sake of the public forum speakers, the minutes will reflect the correct order as per the agenda. All Councillors were present during the debate and subsequent vote.

The Asset Manager Water Services provided brief background to the report, noting the Audit and Risk Subcommittee had received the same report at its November meeting. The amendments proposed to the recommendations have been noted here, for ease of decision-making.

It was agreed that Council has an obligation to what it believes is the best thing for its communities. Most of the water supplies across the District will be UV treated in the next

twelve months. In terms of results, alpine water is not always as pristine as what is thought and in some parts, the e-coli counts are quite high.

Councillor Miller added that high risk supplies was the focus of the Audit and Risk Subcommittee considerations. He also said Council cannot guarantee there will never be any contaminants in water but it is Council's responsibility to supply high quality potable drinking water. The only way to do this is to chlorinate the water. Denise Tulley from the District Health Board said the Board now has more information on risks and they are continually having to consider new information as it comes in. This might be why it seems there are conflicting opinions which is confusing for the public.

There was a lengthy discussion about consultation and what it really means, or whether Council had consulted to the best of its ability. Councillor Miller reminded Council that it tasked the Audit and Risk Subcommittee to consider the report, which it had done and included all of the discussions being brought up again. He said he understood it was an emotive topic and a hard decision to make, which may upset many people. Council needed to be reminded this is the recommendation before it. At this point a decision needs to be made as to future, possible chlorination and also the installation of equipment which will allow for this at short notice and in times of emergencies.

Moved – Councillor Miller / **Seconded** Councillor Lemon

'That the Council:

- (a) Receives the report "Water Supply Chlorination – A Risk Based Approach"; and*
- (b) Continues to review and update the Chlorine Risk Matrix as changes are made to the supplies; and*
- (c) Continues to chlorinate supplies that are already chlorinated. These are Acheron, Castle Hill, Dalethorpe, Hororata, Hartleys Road, Sheffield/Waddington and Springfield; and*
- (d) Installs infrastructure to allow for chlorination of (but not necessarily begin to chlorinate) all priority 1 and 2 schemes and priority 3 schemes as budget allows. Chlorination equipment will therefore be added to the Arthur's Pass, Upper Selwyn Huts, Rolleston, Lake Coleridge and Darfield water supplies as a minimum; and*
- (e) Permanently chlorinate the Arthur's Pass and Upper Selwyn Huts water supplies subject to the appropriate consultation process; and*
 - Requests that staff evaluate international best practice guidelines for the operation of non-chlorinated schemes and provide a report to Council for consideration which includes costings and compares the merits and disadvantages of chlorinated and non-chlorinated water supplies;'*

It is acknowledged that Central Government directives may require the above recommendations to be revisited'.

CARRIED

10. Acquisitions, Disposals and Leasing Manager

*Local Purpose (Access Way) Reserve Revocation and Disposal – Lot 101 DP 496520
Goulds Road Rolleston*

Moved – Councillor Lyall / **Seconded** Councillor Watson

‘That Council:

- (a) *In exercise of the powers conferred on it by Section 24 of the Reserves Act 1977 the Selwyn District council resolves that the land held by Council as Local Purpose (Access Way) Reserve adjoining Goulds Road Rolleston described in the Schedule below is surplus to requirements as it is no longer required for an accessway and further that the Council requests that the Minister of Conservation revokes the reservation over the land.*

Schedule

Canterbury Land District – Selwyn District

246m² more or less being Lot 101DP 496520. Comprised in Computer Freehold Register 731260.

- (b) *Approves the transfer of the land referred to in (a) above to Goulds Developments Limited at a nil consideration to be amalgamated with their adjacent title forming part of Rural Section 41720 being 2.4293 ha in area more or less as contained in Computer Freehold Register CB29F/26 subject to payment of Councils consultants costs and solicitors charges in relation to the reserve revocation process and title transfer.’*

CARRIED

GENERAL BUSINESS

11. Register of Documents Signed and Sealed

Moved – Councillor Alexander / **Seconded** – Councillor Mugford

‘That the following transactions and the fixing of the Common Seal under authorised signatures be approved:

1	Name of other party	GW West Melton
	Transaction type	Grant easement over a council reserve
	Transaction description	Iris Taylor Ave, West Melton RC175065
2	Name of other party	Board of Trustees of Southbridge Primary School
	Transaction type	Deed of Variation of Lease

	Transaction description	Varying original lease to exclude an area of land from the plan
3	Name of other party	Rockgas Ltd/Contact Energy Ltd/Gas Services NZ Midco Ltd
	Transaction type	Consent Landlord to Deemed Assignment of Lease
	Transaction description	Assignment of Lease - Lot 721 DP 496379 Izone and Lot 8 DP 319719 Izone
4	Name of other party	Brent Nahkies
	Transaction type	Agreement for Sale property
	Transaction description	Sale of Dunsandel Hororata Road, Dunsandel
5	Name of other party	Canterbury Mini MX Club
	Transaction type	Deed of Licence
	Transaction description	Deans Road, Darfield 2.0277 ha
6	Name of other party	McCarthy Contracting Limited
	Transaction type	Deed of Lease
	Transaction description	27 Hamptons Road, Prebbleton - 21.4600 ha
7	Name of other party	Urban Estates Ltd
	Transaction type	<ul style="list-style-type: none"> Register easements in gross on land to vest as reserve. Fencing covenant indemnifying SDC of liability towards reserve fencing costs.
	Transaction description	Cnr Broadlands Drive & Springston Rolleston Road RC175309
8	Name of other party	Carston Developments Ltd
	Transaction type	<ul style="list-style-type: none"> Discharge encumbrance relating to fencing covenant. Surrender easement where new road is going. Register new fencing covenant.
	Transaction description	East Maddisons Road Stage 2 RC175204
9	Name of other party	BHL Trust Ltd
	Transaction type	Register Easements in Gross
	Transaction description	Fencing covenant indemnifying SDC of liability of fencing costs RC165473 & RC165620
10	Name of other party	Lincoln Developments Ltd
	Transaction type	<ul style="list-style-type: none"> Grant easement in gross to drain water and sewer. Surrender of easement in gross. Part revocation of fencing covenant.
	Transaction description	Flemington Stage 7a & 7b RC175184
11	Name of other party	Goulds Developments Ltd
	Transaction type	<ul style="list-style-type: none"> Partial discharge of encumbrance in place for future registration of fencing covenant. Easement in gross to drain sewage and water. Private and Reserve land. Transfer of pointstrip to SDC ownership. Fencing covenant indemnifying SDC of responsibility towards fencing costs, replaces encumbrance.
	Transaction description	Goulds Estate, East Maddisons Road

CARRIED**REVIEW OF ISSUES RAISED IN PUBLIC FORUM**

Councillors discussed the three presentations.

Sean Ellis, Feral Cat Management

The Chief Executive said a report will come back from staff at the March Council meeting with inputs from Animal Control and the Environmental Services Team. This may or may not result in changes to an existing bylaw or an entirely new bylaw.

Pete Neale, Water chlorination in Arthur's Pass

As Item 9 was taken directly after the presentation from Pete Neale with sufficient feedback given at the time, Councillors did not discuss the presentation again.

Stuart Charters, Using Council facilities for Scouts' overnight events

The Chief Executive said Community Relations staff will come back to Council in March 2019 with a report outline possibilities of opening up Council facilities for overnight events.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Mayor Broughton / **Seconded** – Councillor Lyall

1. *'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
1	Public Excluded Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>
2	Public Excluded Chief Executive's Report		

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	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(b)(ii)
2	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Section 7(2)(h)

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

CARRIED

Afternoon tea break 3.06pm – 3.20pm

The meeting moved into Public Excluded at 3.20pm.

The meeting reconvened in open meeting at 4.24pm.

OTHER GENERAL BUSINESS

The meeting closed at 4.24pm.

DATED this day of 2018

MAYOR

**MINUTES OF A MEETING OF THE AUDIT AND RISK SUBCOMMITTEE
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBER,
2 NORMAN KIRK DRIVE, ROLLESTON
ON WEDNESDAY 5 DECEMBER 2018 COMMENCING AT 3PM**

PRESENT

Mayor S T Broughton, Councillors G S Miller (Chair) and C J Watson (Deputy Chair)

ATTENDEES

Councillors J Morten, M Lyall, R Mugford, J Bland, M Alexander, D Hasson and N Reid, Messrs. D Ward (Chief Executive), G Bell (Corporate Services Manager), C Moody (Corporate Accountant) and C Colenutt (Systems Accountant); Mesdames. D Kidd (Community Relations Manager) and N Smith (Executive Assistant); and Ms T Davel (Governance Coordinator)

APOLOGIES

Councillors D P McEvedy and M P Lemon.

Moved Councillor Miller / **Seconded** Mayor Broughton

'That the Audit and Risk Subcommittee receives the apologies from Councillors McEvedy and Lemon.'

CARRIED

CONFLICTS OF INTEREST

A standing conflict of interest for Councillor Morten in respect of SICON matters.

PUBLIC FORUM

No public forum.

MATTERS UNDER INVESTIGATION

Refer table at the end of the minutes.

ORDER OF BUSINESS

Minutes of the ordinary meeting of the Audit and Risk Subcommittee held in the Council Chambers, Rolleston Headquarters, on Wednesday 7 November 2018

Councillor Watson requested an amendment to Item 6 in relation to water chlorination.

Moved (as amended) Councillor Watson / **Seconded** Mayor Broughton

‘That the Audit and Risk Subcommittee confirms the minutes of the ordinary meeting of the Subcommittee held on Wednesday 7 November 2018, as amended.’

CARRIED

REPORTS

1. Audit and Risk Subcommittee Chair *Monthly Report (Verbal)*

The Chair thanked the Subcommittee for the work in the past year noting there was a lot done, especially around water supplies and ensuring it was safe for our communities. He thought good progress was made in the past year.

Moved Councillor Miller / **Seconded** Councillor Watson

‘That the Audit and Risk Subcommittee receives the Chair’s monthly (verbal) Report’, for information.’

CARRIED

2. Chief Executive & Corporate Services Manager *Monthly Managers’ Report*

The Chief Executive noted there was nothing in the Managers’ report on Health and Safety but tabled a leaflet to show the Subcommittee what is being undertaken from a staff perspective. He also referred to the meeting schedule for 2019 adding meetings will again commence at 3pm on Wednesdays, with site visits scheduled just prior to meetings.

In terms of cyber security the Chief Executive noted that, in the past month, there had been no cyber security breaches or identified attacks on the network.

The Subcommittee's work programme update for the past 12 months included work done around the business continuity plan and risk register. He added 2018 was a busy year.

In response to comments from the Chair, the Chief Executive said his February report will have more information on the level of service and standard of the unsealed roading network. The Mayor asked whether it will also refer to an identified step improvement and costs. It would be good to understand how the rating gets from a C Grade Road to a B Grade Road and what this would look like on the rates.

In terms of water service delivery, the Chair asked whether the Chief Executive would take the lead on the issue of 5 waters as it will require a lot of additional work. He added that storm water could potentially be a major issue citing the flooding in a brand new Lincoln subdivision.

Moved Mayor Broughton / **Seconded** Councillor Watson

'That the Audit and Risk Subcommittee:

- (a) receives the Monthly Managers' Report, for information; and*
- (b) notes the dates for the 2019 Audit and Risk Subcommittee meetings up to and including the October 2019 meeting.'*

CARRIED

3. Systems Accountant

Financial Report to 31 October 2018

The Corporate Services Manager noted that the report was essentially positive with expenditure slightly below budget. This is mainly due to projects that have not been done yet and staffing as well as the District Plan Review process. Capital was a little behind budget as well and was expected to fall further behind over the next couple of months. The Chair asked him to expand to which he responded that projects were classified in different ways. It needs to be identified whether the main driver was growth, e.g. with the aquatic centre it was. Renewals simply implied renewals of what was already there, which was essentially water services. Projects have elements of all three water services.

In response to a question from the Mayor regarding why the roading budget was not in line in the first place, the Chief Executive noted his February report to the Subcommittee will include information on this. He added it was not just a financial question but also how the budget was set and the funding from NZTA.

The Corporate Services Manager added that we will not be close to budget, in fact Council will be substantially under budget because of the many large projects underway. It was a matter of timing in between financial years, not necessarily an issue with the projects.

The Mayor asked whether the proposed pyrolysis plant will come up in the financial reports to which the Corporate Services Manager noted he would have to get back to the Subcommittee on that issue.

Councillor Watson asked about the dramatically increased water rate rates and whether Councillors were comfortable with not spending the money. The Chief Executive noted that operational costs were favourable and that it had to do with the seasonal nature of the work.

Moved Councillor Miller / **Seconded** Mayor Broughton

'That the Audit and Risk Subcommittee receives the financial report for the period ending 31 October 2018 for information'.

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

Moved Councillor Miller / **Seconded** Mayor Broughton

'1. 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
1.	Public excluded minutes	Good reason to withhold information exists under Section 7	Section 48(1)(a)
2.	Public Excluded Monthly Managers' Report		
3	Financial Credit Rating Report		

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	protect information where the making available of the information — (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 7(2)(b)(ii)
2	enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Section 7(2)(h)

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

CARRIED

The meeting moved into public excluded at 3.18pm.

The meeting reconvened in open meeting at 3.51pm.

The meeting closed at 3.51pm.

DATED this day of 2018

CHAIRPERSON

MATTERS UNDER INVESTIGATION

Item	Meeting referred from	Action required	Report Date
Gravel Road Maintenance; Roading Network; and Performance Reporting Framework related to unsealed roads	3 October 2018 5 December 2018	Report containing accurate data; Report with emphasis on level of service, standard & budget; An indication of whether the six monthly inspection regime tool will remain Council property once Contractors leave	7 February 2019
John Austin, Orion Ltd	5 December 2018	1 st Update	7 February 2019
Financial reporting	5 December 2018	Asset Manager to notify Subcommittee whether pyrolysis plant will be constructed Corporate Services Manager to report on accounting for the risk management arrangements included in the draft lease for the site	7 February 2019
Site Visit to Pines Wastewater Treatment Plant	3 October 2018	Site visit with focus on sewerage infrastructure across the district	6 March 2019
Procurement Report	7 November 2018	Updated draft procurement report incorporating the OAG's inputs	6 March 2019
Peter Carnhan and Dave Wilson, SICON Ltd	5 December 2018	1 st Update	3 April 2019
Site Visit to new Council facilities	5 December 2018	To view Lakeside, Tai Tapu, West Melton and Weedons	1 May 2019
John Austin, Orion Ltd	5 December 2018	2 nd Update	5 June 2019
Gravel Road Maintenance	3 October 2018	Report on evaluation of the work done over a period of a year.	2 October 2019
John Austin, Orion Ltd	5 December 2018	3 rd Update	4 December 2019
Risk Register (twice a year)	Ongoing	Progress Report	6 March 2019
Risk Register (twice a year)	Ongoing	Progress Report	6 November 2019

**MINUTES OF AN ORDINARY MEETING OF THE PROPERTY COMMITTEE
HELD IN THE SELWYN DISTRICT COUNCIL CHAMBER
ROLLESTON COUNCIL BUILDING, 2 NORMAN KIRK DRIVE, ROLLESTON
ON WEDNESDAY 5 DECEMBER 2018 COMMENCING AT 10.00AM**

PRESENT

Councillor J B Morten (Deputy Chair), Mayor S T Broughton, Councillors M A Alexander and G S Miller, and Mr D G Ward (Chief Executive)

ATTENDEES

Councillors R H Mugford, N C Reid, M B Lyall, and C J Watson, Messrs D Marshall (Property and Commercial Manager), M Rykers (Asset Manager Open Space and Property), R Allen (Acquisitions, Leasing and Disposals Manager), J Reid (Major Projects Property Manager), C Robinson (Project Accountant), Mrs G Wolfer (Urban Designer / Planner), and Mrs N Smith (Executive Assistant)

APOLOGIES

Apologies were received from the Property Committee Chair, Councillor D P McEvedy.

Moved Councillor Alexander / **Seconded** Councillor Morten

'That the Committee receives the apologies for absence from Councillor McEvedy.'

CARRIED

CONFLICTS OF INTEREST

Councillor Morten declared a standing conflict of interest with respect to any SICON-related matters which may arise during the meeting.

PUBLIC FORUM

No matters in public forum.

CONFIRMATION OF MINUTES

1. **Minutes of the Meeting of the Property Committee held at Selwyn District Council, on Wednesday 7 November 2018**

The Property and Commercial Manager noted the maintenance work on the Hororata Hall is as per the existing budget and staff will move forward on this basis.

Moved Mr Ward / Seconded Councillor Alexander

'That the Committee confirms the minutes of the meeting of the Property Committee held on Wednesday 7 November 2018, as circulated.'

CARRIED

MATTERS REQUIRING ACTION

None identified from the previous meeting.

REPORTS

2. Property and Commercial Manager *Various Property Updates – December 2018*

Selwyn Aquatic Centre Extension

The project is proceeding well. The Property and Commercial Manager noted that a decision needs to be made as to which option of pool system to proceed with. The final decision will be signed off at staff level.

Rolleston Town Centre Library and Community Centre

The Property and Commercial Manager confirmed that the project is progressing well. He stated that staff would be lodging the Resource Consent for the library next week. He stated that he valued the champions meeting held in November.

Foster Park Indoor Courts

Staff confirmed that collation of the Registration of Interest documentation had been completed and will go out on Tenderlink in the next couple of days with responses due by the end of January 2019. Once received, staff will shortlist to a selected group of companies. Depending on the construction method chosen, the completion date of the project may be closer to mid-2021.

Mr Ward noted his support for the project as the community is crying out for this facility. He noted that he is however looking for an operational costing model to assist with decision making early in the new-year. He stated that Council needs to consider the reality of the rate increase on its communities. The Deputy Chair asked the Property and Commercial Manager if Council is open to a sponsorship drive. To this, the Property and Commercial Manager stated that the rate that has been struck is accounted for in the Long Term Plan. Regarding capital expenditure, if Council was to get naming rights - this would be good - but could not be counted upon.

Councillor Miller noted the feedback he is receiving from various Committees is that the District-wide rating Committee is going to have a lot of work on their hands. He stated that 'traditional' sport users whose facilities are not being upgraded at the same rate as non-traditional sport users are querying the equity of the new system. The Deputy

Chair noted his agreement, but stated this is outside the brief of the District-wide rating Committee.

Councillor Miller then noted that he is aware of one golf club which is not paying their lease due to their belief of current inequities in the system. Councillor Alexander stated that if we know about this, it should be dealt with.

Councillor Lyall reiterated his previous month's message that he is communicating the 'business as usual' message at this point in time as the district-wide rating group works through the issues. He stated that it would take some time to unpick the arrangements which have been put in place with various facilities. Once this is done, the project can move forward. Mr Ward stated that he would expect that by next year's local government elections, Council would be in a position to provide some answers.

Mr Ward then referred to some conversations he has had regarding the future use of the Rolleston Community Centre, further stating that it is incumbent upon this Committee to make some decision on the future of this facility.

Seismic Strengthening – Sheffield Hall

Staff noted that there is an issue with the front wall which may need to be remedied and confirmed appropriate due diligence is underway. An appropriate remedy may be the removal and replacement of the front wall of the structure.

The Property and Commercial Manager noted that the key focus is to ensure Council doesn't open the building and uncover variation challenges. Once the situation is clear, staff may need to come back to Council with cost and budget before moving forward.

Councillor Alexander asked if the roofing work is covered under budget to which the Property and Commercial Manager confirmed that it would be.

The Deputy Chair noted that the two local Ward councillors are 100% supportive of what the staff are doing.

West Melton Community and Recreation Centre Build

The official opening is being held this Friday 7 December 2018. This will be the last report on this project to the Property Committee.

Lakeside Soldiers Memorial Hall

Taken as read. The official opening of the facility is to be held on Friday 1 February 2019.

Weedons Community Centre

Staff noted that this would be the last report on this project citing only minor issues on final finishings – which is to be expected on construction projects. It has been requested by the Community Centre Committee that the official opening be delayed

until the new year. Councillor Alexander noted that he took a walk around the site earlier in the week and suggested that a further report at the next Property Committee would be appropriate.

Brookside Road / Anzac Lane Subdivision

Taken as read.

Sale of Ritso Street Houses, Darfield

Staff updated the Committee on recent activity, confirming that an offer has been received on Section 15. This agreement would go to the Chief Executive for sign-off which should then see all properties disposed of - with the exception of Sections 1 and 3 which are being held by Council.

Responsible Camping Working Group and Tourism Infrastructure Fund Projects

The Property and Commercial Manager noted a slight delay in the delivery of the toilets for Lake Georgina and Lake Selfe due to the company producing the doors for the units being inundated with orders. The delivery of these units is now likely to be sometime in January 2019. Staff have confirmed that MBIE does not appear to be concerned with installation falling past their 1 December 2018 deadline.

Staff then spoke to updates on the Tourism Infrastructure Fund meeting they had recently attended where MBIE confirmed they have approximately \$50m to spend over next couple of years resulting in an extension to the programme. This included agreement for the funding of up two years' worth of operating costs of projects in the next round of funding (March 2019), which can be onerous for smaller councils. A further change is to the threshold for project values - down to \$25,000 from \$100,000.

Camping Activities on Council Land

Taken as read. Staff noted an upcoming session with Rhodes Park on their camping ground.

Lincoln Country Club Site

Taken as read.

Moved Mr Ward / **Seconded** Mayor Broughton

'That the update on property projects as at 30 November 2018, be received for information.'

CARRIED

3. **Projects Accountant**

Major Projects Financial Update – October 2018

The Project Accountant summarised the key comments in his report as follows:

Lakeside Hall

The project is proceeding as per the tender. At present, the work is projected to come in slightly budget by \$22,000. The Project Accountant noted that some allocated funding for project contingencies still remains, and if unused, are likely to offset the project over-run.

West Melton

This project is currently sitting at well under the accepted tender price. The Deputy Chair asked about the costs relating to asbestos contamination and car parking to which the Property and Commercial Manager stated that the 15% contingency fund will this covers this.

Weedons Pavilion

The Project Accountant noted that the project at present is currently sitting at just over the tendered price by \$11,000 but that there is a substantial variation provision in place.

Foster Park

As per the report.

Rolleston Town Centre

The Project Accountant noted that he had spent a substantial amount of time on this project looking at various costs. He noted that in the Long Term Plan, the budgets provided for will be sufficient to cover the Library, Community Centre and Reserves. He confirmed that staff are currently working on building a model which will cover costs for the retail sector.

Councillor Alexander asked that if stage one commercial development was to proceed at the same time as the library development, what impact would this have on the financials. The Property and Commercial Manager referred to the portfolio briefing held the week prior. He noted that it may be a good idea to have a gathering of interested Councillors pre-Christmas.

Councillor Miller raised the \$93m of costs to which Mr Ward noted that this project may be subject to special consultative process as the extent of funding required is not covered in the Long Team Plan. He stated that Council needs to put a good financial model together. A risk analysis must also be undertaken and will address any degrees of vulnerability including the project timeframe.

The Property and Commercial Manager stated that the \$74m build cost referred to in the report is the worst case scenario figure.

It was confirmed that Council had consulted on the \$17m expenditure, but it is the balance which may need to be consulted on, noting some information will be commercially sensitive and the costs may be fluid.

The question was asked about how uncertainty can be consulted on, to which Mr Ward noted that Council needs to look at the financial models that are available; what Council will be doing with potential partners; funding; timeframe; and projected revenues. The question was then asked if Council is going to be in a position to have that information available to consult as part of Council's Annual Plan 19/20. If this is unlikely, then the timing of the project may be put at risk.

The Property and Commercial Manager indicated his comfort with the numbers – which are backed up by AECOM, stating that a lot of work has gone into this, with the Project Accountant spending a substantial amount of time going through the information. The Property and Commercial Manager then stated that it is more about decision-making and what we consult on.

Mr Ward confirmed that he is not querying the numbers, but rather the process. It was noted that if Council is going to consult on this, then it would be consulting on the borrowing aspect of the project. If the financial model shows Council has a partner on board to provide the bulk of the funding, then the requirement to consult will likely come off the table. Councillor Alexander noted that he did not want to see this process dragged out.

The Deputy Chair reconfirmed Mr Ward's comments and that if consultation was undertaken it would be on borrowing, and as such, Council needs to understand the process about how the project is to be funded. He agreed that Council does not want to consult on minor details.

Selwyn Aquatic Centre Extension

The Project Accountant confirmed that the project is currently operating within budget. He referred to the earlier comment about the need to select the pool type. Construction should be finished by mid-2020.

Moved Mr Ward / **Seconded** Councillor Alexander

'That the major projects financial report to 31 November 2018 be received for information.'

CARRIED

RESOLUTION TO EXCLUDE THE PUBLIC

Moved Mayor Broughton / **Seconded** Councillor Alexander

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:

<i>General subject of each matter to be considered</i>		<i>Reasons for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
1	Minutes and actions	<i>Good reason to withhold information exists under Section 7</i>	<i>Section 48(1)(a)</i>
2	Project Manager's update – IZone		
3	Commercial Property Transactions Update		
4	Purchase of land		

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, 3 4	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	7(2)(h)
2, 3 & 4	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	7(2)(i)

CARRIED

The meeting moved into public excluded at 10.37am

The meeting reconvened in open meeting at 11.50am

The meeting closed at 11.54am.

DATED this day of 2019

CHAIRPERSON



**District Plan Committee meeting
Held on Wednesday 5 December 2018 at 1.00pm
at Selwyn District Council, Rolleston**

Present: Mayor S Broughton, Councillors M Alexander, D Hasson, N Reid, B Mugford, G Miller, M Lyall, J Bland, C Watson, J Morten, Mr D Ward (CEO Selwyn District Council), Ms T Wati (Te Ngāi Tūāhuriri Rūnanga) & Mr H Matunga (Te Taumutu Rūnanga).

In attendance: Messrs T Harris (Chair), J Burgess (Planning Manager), B Rhodes (Strategy & Policy Team Leader), S Hill (Business Relationship Manager), R Love (Strategy and Policy Planner), A Mactier (Strategy and Policy Planner), B Baird (Strategy and Policy Planner), Mesdames J Ashley (District Plan Review Project Lead), J Lewes (Strategy and Policy Planner), J Tuilaepa (Senior Strategy and Policy Planner), V Barker (Planning Consultant), K Johnston (Communications Consultant), R Phillipson (Student Planner), G Wolfer (Senior Urban Designer), N Brown (District Plan Administrator).

Meeting open 1.05pm

Standing Items:

1. Apologies

Councillors M Lemon, P McEvedy, and P Skelton (Environment Canterbury)

Moved – Councillor Watson / **Seconded** – Councillor Alexander

‘That the apologies received from the above Councillors be received for information.’

CARRIED

2. Declaration of Interest

Councillor Hasson noted her son has a property in the flood plain zone. The Committee agreed it was not a conflict of interest.

3. Deputations by Appointment

Nil.

4. Outstanding Issues Register

Issues raised during 5 December 2018 meeting

Subject	Comments	Report Date / Action	Item Resolved or Outstanding
Energy Generation	Clarification of consenting requirements for renewable energy utilities in Outstanding Natural Landscape areas	12 December 2018	Outstanding
Network Utilities	Clarification of Preferred Option in relation to applicability of recession plane requirements	12 December 2018	Outstanding

5. Confirmation of Minutes

No minutes to confirm.

Committee members voiced concern about the volume of material on DPC agendas. The Chair outlined the District Plan review process and acknowledged the amount of reading over past few weeks. The Committee has the opportunity to ask for further information and to highlight any particular issues.

The current programme is to have a draft District Plan completed by June 2019, with notification in 2020. The Chair advised the Committee that while these timeframes had previously been agreed by the Committee, they could be extended if necessary.

Councillor Lyall reiterated that there is a lot of reading involved, and that it was noted from the previous District Plan Review process that the reading workload would be large and to expect this.

Councillor Alexander replied that he would be concerned if the June deadline is missed, and it may be more preferable to have the Plan complete in the June/September timeframe, ahead of potentially having new Councillors on the Committee.

6. Preferred Option Report and Communications and Engagement Summary Plan - Energy Generation

The Chair introduced Ms Rachel Ducker from Harrison Grierson. Ms Ducker spoke to her report, which identified issues and options to address the location, scale and management of renewable Energy Generation activities within the Selwyn District.

It is a national and regional regulatory requirement to recognise and provide for renewable energy generation activities in the District Plan. Key proposed changes are to enable solar energy generation in residential zones, and solar and wind energy generation in business and rural zones where that energy serves the site; and to develop more permissive rules which would enable an increase in renewable energy

activities, including for community scale energy generation, and permitting activities with minor effects.

A resource consent would be required for commercial scale activities and renewable energy generation activities in sensitive locations in the District. Although minor repairs, maintenance and small upgrades to buildings at the Coleridge Power Station would be enabled as a permitted activity but retain a requirement for a discretionary activity resource consent for significant expansion to ensure effects on the environment are able to be managed.

Large scale wind farms are unlikely in Selwyn, but it is appropriate to provide for these in case commercial operators would like to do so in the future. Other locations in New Zealand may have more favourable wind conditions.

Received supportive feedback from Environment Canterbury but still waiting on feedback from Trustpower and Mahaanui Kurataiao Ltd.

Table in page 8 of the report summarised rules in the Operative District Plan. The table states that utilities for on-site use are currently permitted in various zones. Councillor Watson suggested that the new consent framework should allow for some off-site generation as a permitted activity (such as a residential dwelling with a solar panel selling solar back to the national grid) provided that generation is primarily for on-site use. Ms Ducker responded that this will be taken into account when drafting the rules. The Mayor added that he supports Councillor Watson's point, having recently visited China with different corridors of solar energy generation. The Plan should allow for a range of possibilities.

In response to a comment made on the noise of a wind turbine generator, it was stated they are subject to noise standards to manage any excessive noise.

Ms Ducker responded to Councillor Hasson's query about a restricted discretionary activity on the Port Hills, and that the ONL rules will need to be read in conjunction. Typically there are higher consent requirements for activities within an ONL. Clarification of consenting requirements for renewable energy utilities in Outstanding Natural Landscape areas was sought. This will be noted on the outstanding issues register.

There was a discussion on how a cultural assessment is triggered. The consent framework is to enable minor activities to be undertaken without resource consent, but this will depend on the significance of the location/area. Discretionary activities will still require a full assessment of adverse effects.

Further investigation into electricity corridors to be undertaken.

Moved – Councillor Lyall / **Seconded** – Councillor Alexander

"That the Committee notes the report."

"That the Preferred Options for 'Energy Generation' be endorsed for further development and engagement, including Section 32 Evaluation and Plan Drafting."

“That the Committee notes the summary plan.”

CARRIED

7. Update on Preferred Option and Communications and Engagement Summary Plan for Network Utilities

Ms Rykers spoke to her report and provided an update on the topic of network utilities, noting the overlap between the Network Utilities and Transport Topics. The Network Utility Chapter of the District Plan will address those matters related to the road as an asset and its use for network utilities within the road corridor.

Ms Rykers summarized the feedback received from a number of stakeholders.

The Committee then discussed a number of recommendations made in the report, including:

Environmental Sensitivities

A balance is needed in regards to environmental sensitivities. Network utilities are to maintain sensitive areas including riparian margins and cultural landscapes. Key discussions have been held with network companies around activity statuses and whether they should be discretionary or non-complying.

Transpower's Model Provisions

Recommended to use Transpower's Model Provisions as the basis for transmission line rules in the Proposed District Plan. Drafting should consider the feedback on wording provided by Federated Farmers and Horticulture New Zealand.

Legal Opinions required

1. Provision for Telecommunications facilities NESTF and PDP

It was discussed that a legal opinion on whether the Proposed District Plan can, and should, duplicate provisions from the National Environmental Standards for Telecommunication Facilities Regulations 2016 having regard to the s44A of the Resource Management Act and the matters raised by the telecommunications companies. Ms Rykers asked the Committee whether there was support for ongoing dialogue with parties to reach consensus, although this may be difficult to achieve by the June deadline.

2. Need for Sub-Transmission Electricity Distribution Protection Corridors (Interpretation of the New Zealand Code of Practice for Electrical Safe Distances (NZECP34))

The Committee discussed concerns about private property rights. Ms Rykers agreed that it was a main concern, as protection corridors can fall on private property.

Council received a memo in mid-October 2018 from Orion in regards to transmission lines (owned by Transpower) that are entitled to have a protection corridor, with Orion seeking the same level of protection and control for their

lines. Federated Farmers and Horticulture NZ strongly oppose protection corridors where this crosses private property.

Further assessment of the proposed rules for electricity protection corridors for sub-transmission lines in relation to agricultural and horticultural activities is required, together with an assessment of the sub-transmission lines as Strategic Infrastructure (as defined in the CRPS), and determining how many properties are impacted.

Recession Planes

Reference was made to recommendations in the Boffa Miskell report regarding recession planes. A question was asked about removing requirements around recession planes for utility buildings versus utility structures. Ms Rykers responded that clarification in relation to applicability of recession plane requirements will be provided and added to outstanding issues register.

Councillor Watson out 1.39pm

Next steps

Draft provisions will be provided to network utility providers to provide feedback before a final draft is considered at a Council workshop in late March 2019. Draft provisions will be developed in consultation with Mahaanui Kurataiao Ltd.

Following further consideration of the additional assessment on the proposed protection corridors, further engagement with landowners (where electricity distribution lines traverse private property) will be considered.

Mr Matunga commented on where there are policy overlaps (for example, with Sites of Cultural Significance), clarity and clear policy is also required.

Councillor Watson in 1.43pm

Moved – Councillor Miller / Seconded – The Mayor

“That the Committee notes the report.”

“That the Committee endorses the Preferred Option for ‘Network Utilities’ for further development and engagement.

“That the Committee notes the updated summary plan.”

CARRIED

8. Post Engagement Report and updated Communications and Engagement Summary Plan for Alpine Villages

Ms Lewes spoke to her report. Feedback received from the community committees and landowners indicated general support for preferred approaches, but sought minor amendments to reflect existing conditions.

The first amendment raised is the recommendation that there is no requirement for 40 degree pitch in Arthurs Pass, as it is out of character with the built form in that village and not required by the building code.

Councillor Watson out 1.45pm

The second amendment raised is the realignment of the Zone boundary between Living 1A and Business 1A land in Castle Hill to reflect the underlying subdivision, approved by resource consent.

Ms Lewes concluded with the recommendation that those two minor amendments be made to the preferred options previously endorsed by the Committee.

No discussion was held by the Committee.

Moved – Mr Ward / Seconded – Councillor Mugford

“That the Committee notes the report.”

“That the preferred options previously endorsed by DPC be amended as follows:

- *That the requirement for a 40° roof pitch in Arthur’s Pass not be carried forward into the Proposed District Plan;*
- *That the alignment of the zone boundary between Living 1A and Business 1A land in Castle Hill be amended to reflect the underlying subdivision, approved by resource consent.”*

“That the updated Preferred Options described above progresses to the ‘Drafting and Section 32 Evaluation Phase.’

“That the Committee notes the updated summary plan.”

CARRIED

9. Post Engagement Report and updated Communications and Engagement Summary Plan for Vegetation Planting

Mr Love spoke to his report. The majority of feedback received was supportive of the preferred option.

With the presence of the National Environmental Standards for Plantation Forestry (NES-PF) some changes to the Operative District Plan are mandatory.

Most vegetation activities will have a permitted, restricted discretionary, non-complying hierarchy depending on the type of planting, the location of planting, and conditional matters. Amenity plantings and shelterbelts would generally be permitted unless located in an Outstanding Natural Landscape (ONL), then depending on the characteristics of the activity would either be restricted discretionary or non-complying. Regarding planting within a Visual Amenity Landscape (VAL), this would be permitted, but subject to conditions.

Other plantations would generally be permitted unless located in an ONL or VAL, then depending on the characteristics of the activity (e.g. orchards, and vineyards may be less restricted than woodlots) would either be restricted discretionary or non-complying in an ONL. Activities within a VAL would be controlled. Generally if the plantings are native then the activity would be permitted.

No discussion was held by the Committee.

Moved – Councillor Bland / **Seconded** – Councillor Hasson

“That the Committee notes the report.”

“That the preferred option previously endorsed by DPC progresses to the ‘Drafting and Section 32 Evaluation Phase’.”

“That the Committee notes the updated summary plan.”

CARRIED

10. Post Engagement Report and updated Communications and Engagement Summary Plan for Managing Wildfire Risk

Mr Love spoke to his report. Feedback received was generally supportive of the proposed provisions.

Recommended option post engagement includes feedback received from Fire and Emergency New Zealand (FENZ) requesting accessway protection setbacks (to ensure egress routes are clear); and separately, to enable pasture improvement & agricultural production on Port Hills.

Mr Love spoke to his presentation and showed the Committee examples of where resource consent could be required for plantings that failed to maintain a safe egress to an existing dwelling (including shelter belts), and situations where a setback could be required.

Mr Ward out 1.52pm
Councillor Watson in 1.52pm

A question was asked about the management of natural hazard risk outweighing privacy. Mr Love responded that the resource consent would address the type of shelter belt permitted for fire resistance. Existing shelter belts on roadsides are not affected.

Councillor Morten out 1.53pm

A discussion was held regarding compliance and pragmatism of the provisions. There was a concern that additional rules may unreasonably impinge on people’s ability to develop their land. The proposed provisions will restrict neighbouring properties from creating a wildfire risk on someone else, leaving individuals to manage their own

wildfire risk. The Chair added that Council will support this with an education campaign.

Mr Ward in 2.04pm

Moved – The Mayor / Seconded – Councillor Lyall

“That the Committee notes the report.”

“That the preferred options previously endorsed by DPC be amended to include the potential for an accessway setback to be developed, and to consider enabling improved pasture within the Port Hills Outstanding Natural Landscape.”

“That the updated Preferred Options described above progresses to the ‘Drafting and Section 32 Evaluation Phase.’

“That the Committee notes the updated summary plan.”

CARRIED

11. Post Engagement Report and updated Communications and Engagement Summary Plan for Water

Mr Mactier spoke to his report. General support for the preferred options from stakeholders and the public. Federated Farmers provided general support for the preferred approach, but were undecided on whether additional rules to manage drains and reclamations in accordance with the National Water Conservation Order for Te Waihora are required, noting that the Water Conservation Order is the responsibility of Environment Canterbury, who would have provisions to manage these concerns

Public feedback predominantly indicated a desire for Council to manage land use activities particularly agriculture/dairying to stop any further degradation of the region’s springs, streams, rivers, lakes and underground water. It was noted that it may be better dealt with in a regional plan.

No discussion was held by the Committee.

Moved – Mr Ward / Seconded – Councillor Lyall

“That the Committee notes the report.”

“That the preferred option previously endorsed by DPC be progressed to the Drafting and Section 32 Evaluation Phase.”

“That the Committee notes the updated summary plan.”

CARRIED

12. Preferred Option Report and Communications and Engagement Summary Plan – Stopbanks and defences against water

Ms Carruthers spoke to her report and briefed the Committee on the range of options to manage the continued maintenance of existing, and establishment of new, stopbanks and related defences against water in Selwyn District.

The preferred option recommends to comprehensively update the provisions to give effect to higher order documents and improve consistency with regional and Christchurch City Plan provisions (however provisions need to ensure appropriateness to Selwyn District).

Councillor Bland out 2.10pm

A question was asked in relation to where stopbanks are required and how crossovers are managed (pg. 265). The proposed provisions are not radically different, but provide for ongoing maintenance.

Councillor Bland in 2.12pm

Moved – Councillor Watson / Seconded – Mr Ward

“That the Committee notes the report.”

“That the Committee endorses the Preferred Option for ‘Stopbanks and defences against water’ for further development and engagement.”

“That the Committee notes the summary plan.”

CARRIED

13. Preferred Option Report and Communications and Engagement Summary Plan for Coastal Hazards

Ms Carruthers spoke to her report and provided an update on the coastal hazard work that has been undertaken by Environment Canterbury since the release of the Department of Conservation and Ministry for the Environment guidance notes.

Most activities are managed through the Regional Plan, however, the Regional Policy Statement now says that Districts in the greater Christchurch area need to manage coastal hazards through their District Plan.

A copy of the screening assessment was circulated in the Agenda, to better understand where Selwyn’s coastal hazards are. Ms Carruthers spoke to her presentation.

The presentation showed coastal erosion and inundation areas. Environment Canterbury consider the model they used is not appropriate to use at Rakaia Huts due to the interaction of the river, hāpua/lagoon and the coast, therefore processes in this location are different and require more work. A question was asked about implications

for homeowners. In areas subject to coastal inundation, the RPS requirement is to severely limit development of high value items in that area (i.e. houses). RPS requirements in areas that are already zoned for residential development are less restrictive. Targeted consultation is the next stage.

A question was asked whether climate change was taken into effect. Ms Wati commented that this has been well mapped by NIWA, Ngai Tahu and Environment Canterbury, and offered to share this information. Ms Carruthers responded that sea level rise was taken into consideration of those areas but that access to information to date has been restricted.

Councillor Lyall out 2.20pm

The Committee agreed that further modelling is to be undertaken at Rakaia Huts to take account of the interaction between the coast, the hāpua/lagoon and the river in the identification of high hazard and hazard areas. Environment Canterbury staff have recommended providers to complete this discrete piece of work.

Moved – Councillor Alexander / Seconded – The Mayor

“That the Committee notes the report.”

“That the Committee endorses the Preferred Options for ‘Coastal Hazards’ for further development and engagement, Section 32 evaluation and drafting phases.”

“That the Committee notes the summary plan.”

CARRIED

14. RESOLUTION TO EXCLUDE THE PUBLIC

Recommended:

1. *‘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
7.	Flooding <ul style="list-style-type: none"> • Preferred Option Report • Communications and Engagement Summary Plan 	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</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:

10 & 12	Maintain the effective conduct of public affairs through: (i) the free and frank expression of opinions by or between or to members or offices or employees of any local authority, or any persons to whom section (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)
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2. *That appropriate officers remain to provide advice to the Committee.*

Meeting Concluded at: 2.30pm



**District Plan Committee meeting
Held on Wednesday 12 December 2018 at 9.00am
at Selwyn District Council,
Rolleston**

Present: Mayor S Broughton, Councillors M Alexander, M Lemon, D Hasson, B Mugford, P McEvedy, G Miller, M Lyall, C Watson, J Morten, Mr D Ward (CEO Selwyn District Council), & Mr H Matunga (Te Taumutu Rūnanga).

In attendance: Messrs T Harris (Chair), J Burgess (Planning Manager), B Rhodes (Strategy & Policy Team Leader), S Hill (Business Relationship Manager), R Love (Strategy and Policy Planner), Mesdames J Ashley (District Plan Review Project Lead), J Lewes (Strategy and Policy Planner), J Tuilaepa (Senior Strategy and Policy Planner), R Phillipson (Student Planner), N Brown (District Plan Administrator).

Standing Items:

1. Apologies

Councillors N Reid, J Bland, P Skelton (Environment Canterbury), and Ms T Wati (Te Ngāi Tūāhuriri Rūnanga).

Moved – Councillor Morten / **Seconded** – Councillor Mr Ward

‘That the apologies received from the above Councillors be received for information.’

CARRIED

2. Declaration of Interest

Nil.

3. Deputations by Appointment

Nil.

4. Outstanding Issues Register

Issues raised during 5 December 2018 meeting

Subject	Comments	Report Date / Action	Item Resolved or Outstanding
Energy Generation	Clarification of consenting requirements for renewable energy utilities in Outstanding Natural Landscape areas	12 December 2018	Resolved
<p><u>Energy Generation</u></p> <p>Councillor Hasson sought clarification regarding renewable energy generation in Outstanding Natural Landscape (ONL) areas. Ms Ashley clarified that the existing District Plan framework provides for new and alterations to utility buildings as a permitted activity in ONL areas, but subject to permitted activity standards. If those conditions are breached, it defaults to a restricted discretionary activity, or a non-compliant activity (depending on where it is located). Similar provisions for utility structures (also permitted) i.e. poles, masts etc.</p> <p>Through the consideration of the planning framework for utilities in ONL, these matters will need to be carefully integrated. It is anticipated that minor repairs, maintenance and new smaller scale building and infrastructure may still be permitted but those performance standards will need to be reviewed. Likely that larger scale buildings or activities are likely to be discretionary or non-complying.</p> <p><i>Councillor Hasson in 9.03am</i></p>			
Network Utilities	Clarification of Preferred Option in relation to applicability of recession plane requirements	12 December 2018	Resolved
<p><u>Network Utilities</u></p> <p>Councillor Alexander sought clarification on the applicability of recession plane requirements in the preferred option report. Ms Ashley responded that there is an error on page 4 of the Preferred Options report. The report will be amended to clarify that compliance with recession planes will be required for utility buildings, but not for utility structures, such as masts, poles, and towers.</p>			

5. Confirmation of Minutes

Councillor Lemon requested an amendment of the record of his statement in the minutes from the DPC meeting on 21 November 2018. The intent of his comment was to state that we do not want to replicate the good work already done by Mananui Ramsden as part of ground truthing sites and areas of cultural significance for the Selwyn Waihora Zone Committee ZIP and Farm Environment Plans. Rather than agreeing it's been ground truthed (as recorded in the minutes), it is an acknowledgement of the considerable work already done by Mananui Ramsden.

Moved – Councillor Lyall / **Seconded** – Councillor Watson

‘That the Committee accepts the minutes of the 21 November 2018 as amended as being true and correct’.

CARRIED

6. Preferred Option Report and Communications and Engagement Summary Plan for Rolleston & Lincoln Key Activity Centre Transitional Precincts

Ms Tuilaepa briefed the Committee on the Preferred Options Report, which considers the zoning options for the existing residential areas in Rolleston and Lincoln’s Key Activity Centres.

Ms Tuilaepa presented the Precinct Plans for Rolleston and Lincoln (both located in Appendix 29 of the Operative Selwyn District Plan).

The Committee discussed the Transitional Living Precincts (Precinct 5), located within the heart of both Key Activity Centres (KACs). Both are still technically zoned residential, so therefore are restricted in terms of what development can occur. Although Precinct 5 is already located within the KAC’s of Rolleston and Lincoln, Council must consider the possibility of rezoning properties within Precinct 5 from residential to commercial to meet future business demand and/or community expectations.

The Council report considered how to treat the Residential areas and recommended that status quo should be maintained. The Committee discussed their differing views on this.

Rolleston

Markham Way

Option 1c to apply the Transitional Living Policy Overlay over Markham Way, Peel Close, Wilbur Close and Landor Common was discussed.

A question was asked whether Precinct 5 should be extended over houses backing onto Rolleston Reserve as an alternative option, as there was a concern that Precinct 5 will be fully developed by the time the Plan Review is complete. Council staff responded that growth projections do not justify extending this area. The potential Markham Way extension also offers more road frontage (2 areas).

Given the level of development that has already occurred, it was suggested that Precinct 5 become Town Centre Zone with the rest of Markham Way to be subject to the transitional overlay. Intensification of living areas close to town centre is needed.

Council Staff added that a review of the Rolleston Master Plan is on the work programme, and Markham Way has always been indicated it would be part of the Town Centre.

The Committee would like Council Staff to be mindful of transitional living and to consult with the local community regarding this option. There is a residential

workstream looking at medium density zoning around KAC. A zone boundary workshop will occur in early February 2019.

The Committee agreed that the preferred direction is to endorse Option 1c, which is to consult on a potential extension of the transitional living overlay over Markham Way, Peel Close, Wilbur Close and Landor Common, with the underlying zoning to remain Residential; and Option 2b, which is to consult on the possibility of incorporating the properties located in the current transitional overlay area to be rezoned Town Centre Zone.

Lincoln

A question was asked about the Lincoln Town Centre and why there are transitional areas (signalling this as retail precinct on Gerald Street). Ms Tuilaepa responded that the transitional precinct is not in demand, with only 6 out of 23 properties used for commercial purposes which shows where anticipated growth will go.

The Committee discussed vacant land and sites. Transitional precinct is driven by LURP and is seemingly unattractive to develop a transitional area due to parking ratios. It was commented that it is not enabling, nor is there help from developers to overcome this.

There was a discussion that Precinct 5 would strengthen the Town Centre Zone, as it attempts to connect the University to the town centre. Support from the Committee to strengthen the town centre but would like to see car parking taken into account. Council staff commented it is difficult to happen without a parking strategy. The Lincoln town centre plan and depth of space will be reviewed concurrently.

The boulevard corridor was discussed, a walkable/cycle way through the Lincoln town.

As a result of the discussions during this committee meeting, the recommendations made in the Preferred Option Report were subject to amendments, which were subsequently endorsed.

The amendments to the recommended preferred option are as follows:

“Option 1c: Apply Transitional Living Precinct Policy overlay to Markham Way, Peel Close, Wilbur Close and Landon Common Properties within the Rolleston KAC”

“Option 2b: Rezone to Town Centre the existing Transitional Living Precincts in both Rolleston and Lincoln KACs”

Moved – The Mayor / Seconded – Councillor Watson

“That the Committee notes the report.”

“That the Committee endorses the amended Preferred Options for ‘Rolleston & Lincoln KAC Transitional Precincts’ for further development and engagement,”

“That the Committee notes the summary plan.”

CARRIED

7. Preferred Option Report and Communications and Engagement Summary Plan for District Wide Urban Growth, Versatile Soils, Deferred Living

Ms Lewes briefed the Committee on the Preferred Options Report, which provides a summary of three baseline reports (District Wide Urban Growth, Versatile Soils, and Deferred Living) and identifies the issues and options for broadly addressing the management of urban growth within the District.

Deferred zoning is used for land that is considered suitable for residential development, however Council has identified certain infrastructure issues that need to be resolved before the land can be developed. The provisions of the Rural Zone apply until those issues are resolved.

Deferred Zones

Council staff recommended the following:

Darfield and Leeston

Removing the deferred status, so current residential deferred zones become residential, as the necessary work to resolve identified infrastructure issues in Darfield and Leeston is already in place or will be by the time the Proposed Plan is notified. This includes the provision of a reticulated, potable water supply in Darfield and resolution of flooding issues in Leeston.

A question was asked about the cost implication, staff responded that there will be some costs involved in lifting the deferrals in these areas, but these are unlikely to be significant.

Dunsandel

Removing the deferred zoning to revert the deferred areas to a Rural Zone, considering that there is sufficient existing land supply for projected demand and the costs of providing the necessary infrastructure to support additional zoned areas in this town are likely to be significant and have not been foreshadowed in the Long Term Plan. This includes the disposal of sewage and provision of a potable water supply. Council's Long Term Plan is not considering funding for a further bore.

Initial contact has been made with landowners. The responses received indicated that they have no potential development plans.

Rolleston

Removing the deferred status over the remaining area in Rolleston which is owned by the Council and is designated as part of the Foster Recreation Park. This designation overrides any underlying zoning.

Councillor Watson out 9.50am

Versatile Soils

Versatile soils are not to be elevated/valued above other resources, as stated through higher order documents. There was a request to include a definition in the proposed

National Planning Standards, but a policy decision was taken by the Ministry for the Environment not to include one at this time. The reason for this was that it considered that there was significant local variation that was important to take into account when defining versatile soils, and it could not be based solely on the Land Use Capability system.

Urban Growth

There are a number of policies for each town that seek to provide growth in a way that achieves an integrated land use approach.

Recommendation that objectives and policies which seek to encourage compact and consolidated urban growth are carried through in favour of specific provisions that explicitly seek to protect versatile soils.

Councillor Watson in 9.52am

Moved – The Mayor / Seconded – Mr Ward

“That the Committee notes the report.”

“That the Committee endorses the Preferred Options for ‘District Wide Urban Growth, Versatile Soils, Deferred Living’ for further development and engagement, Section 32 evaluation and drafting phases.”

“That the Committee notes the summary plan.”

CARRIED

8. Post Engagement Report addressing Requests for Rezoning of Land for Urban Development

Numerous unsolicited requests were received to rezone land, in order to increase the urban development potential of such land, both within the Greater Christchurch Area and the Ellesmere and Malvern Wards. Council report acknowledges where the requests were received from and distinguished between residential and business.

The Committee agreed, and a comment made that a map would be useful to show where rezoning requests have come from. Ms Lewes responded a map could be provided.

The Committee agreed that there is little mandate to rezone land within the Greater Christchurch Area given the strong direction of Chapter 6 of the Regional Policy Statement and that any rezoning of land in this area needs to be considered through the National Policy Statement for Urban Development Capacity workstream.

The Committee agreed that Council will not proactively rezone any ‘greenfield’ areas within the Ellesmere and Malvern Wards – with the exception of industrial land in Leeston, which is also subject to a separate workstream. Rezoning requests will therefore be left to landowners by way of submissions on the Proposed District Plan.

Ms Lewes concluded with the recommendation to the Committee that the previously endorsed recommendations remain unchanged.

Moved – Councillor Watson / Seconded – Councillor Alexander

“That the Committee notes the report.”

“That the preferred approach to rezoning land for urban development, both within the Greater Christchurch area and the Ellesmere and Malvern Wards, previously endorsed by the Committee remain unchanged.”

CARRIED

UNCONFIRMED

REPORT

TO: Council

FOR: Council Meeting – 13 February 2019

FROM: Mayor Sam Broughton

DATE: 24 January 2019

SUBJECT: MAYOR’S REPORT – DECEMBER 2018 & JANUARY 2019

RECOMMENDATION

‘That Council receives the Mayor’s Report for December 2018 and January 2019 for information.’

1. PURPOSE

To advise Council of meetings attended by the Mayor.

2. MEETINGS/EVENTS ATTENDED

- 3 December Community Committees and Emergency Response Volunteers function held at Lincoln Events Centre.
- 4 December ECan and SDC Governance Meeting.
Selwyn Waihora Zone Committee meeting.
- 5 December Property Committee, District Plan Review Committee and Audit & Risk Committee meetings.
- 6 December Canterbury Mayoral Forum working dinner.
- 7 December Canterbury Mayoral Forum meeting followed by Canterbury Civil Defence & Emergency Management Group Joint Committee meeting.
West Melton Community and Recreation Centre opening.
Leeston Santa Parade where I judged the float competition.
- 12 December District Plan Committee meeting.
Council meeting followed by a citizenship ceremony for 29 people.
- 14 December Greater Christchurch Partnership Committee meeting following by Te Waihora Co-Governance meeting.
- 19 December Springs Day Club Christmas lunch.

- 9-20 January South Island Destination Management for Mayoral Forum. Met with Top of the South Island and West Coast Mayors regarding tourism flows and capacity issues in their district and how we can better strategically manage South Island visitor flows as an Island.
- 22 January Hororata Community Committee meeting.
- 25 January Mayoral welcome at Burnham Military Camp as part of induction day for new army personnel. Community Services staff member gave presentation on activities and events that army staff can be involved with outside of the camp.
- 28 January Chinese Spring Festival Reception hosted by Consul General Wang.
- 29 January Met with the Malvern Housing Trust.
- 30 January Mayor, Councillors and Executive Team Leaders workshop. Canterbury Water Management Strategy meeting held at ECan.
- 31 January Official opening of Manawa and the Christchurch Outpatients buildings by the Minister of Health (Hon. Dr David Clark) and Minister of Education (Hon. Chris Hipkins). Manawa houses a health research and education collaboration between Ara Institute of Canterbury, Canterbury DHB and Canterbury University.
- 31 Jan-1 Feb Canterbury Mayoral Forum.



Sam Broughton
MAYOR

REPORT

TO: Council

FOR: Council Meeting – 13 February 2019

FROM: Chief Executive

DATE: 28 January 2019

SUBJECT: **CHIEF EXECUTIVE'S REPORT**

RECOMMENDATION

'That Council

- (a) receives the Chief Executive's Report, for information, and*
- (b) that submissions on the proposal to identify earthquake-prone priority buildings/strategic routes be heard by a hearing panel comprising of Councillor 'a', Councillor 'b' and Councillor 'c', to be appointed, who shall report to the Council with its recommendations as soon as practicable following the hearing of submissions.*

1. HEALTH AND SAFETY UPDATE

(a) Health and Safety Data

Health and safety data for December 2018 together with the financial year-to-date and previous year-to date comparisons are shown below.

	Notifiable Incident ¹	Lost time injury (LTI)	Restrict work	Medical treatment injury (MTI)	First aid injury (FAI)	Non t/ment injury	Incident	Near Miss / Hazard	TOTAL
Dec 2018	0	0	0	0	0	7	5	3	15
FYTD	0	2	0	1	1	52	32	18	106
Last FYTD	0	0	1	9	36	34	57	49	186

The aforementioned injuries and incidents occurred in the following locations during December 2018:

	Leeston Library	Rolleston HQ	Pines Recovery Park	RCC	Offsite	SAC
Dec 2018	1	3	1	1	1	8

¹ Requires WorkSafe notification

(b) Health and Safety Data

Health and safety data for January 2019 together with the financial year-to-date and previous year-to date comparisons are shown below.

	Notifiable Incident ²	Lost time injury (LTI)	Restrict work	Medical treatment injury (MTI)	First aid injury (FAI)	Non t/ment injury	Incident	Near Miss / Hazard	TOTAL
Jan 2019	0	0	0	0	0	6	2	1	9
FYTD	0	2	0	1	1	58	34	19	115
Last FYTD	0	0	1	9	36	34	57	49	186

The aforementioned injuries and incidents occurred in the following locations during January 2019:

	Leeston Library (Surrounds)	Rolleston HQ	Lincoln Skate Park	Southbridge Pool	Offsite	SAC
Jan 2019	2	1	1	1	1	3

2. EARTHQUAKE PRONE PRIORITY BUILDINGS/STRATEGIC ROUTES

At the December 2018 Council meeting the Council resolved to consult on:

- proposals for roads, footpaths and other thoroughfares that should be prioritised because of the risk associated with the collapse of unreinforced masonry buildings in an earthquake
- emergency routes that may be impeded by building collapse that should be prioritised.

The submission process is open from Monday 28 January 2019 to Friday 1 March 2019.

This process has resulted from a national system for identifying, assessing and managing earthquake-prone buildings which came into effect on 1 July 2017.

The report to the December meeting did not address the matter of a panel to hear any submissions received.

Accordingly, it is recommended that submissions on the proposal to identify earthquake-prone priority buildings/strategic routes be heard by a hearing panel comprising of Councillor 'a', Councillor 'b' and Councillor 'c', to be appointed, who shall report to the Council with its recommendations as soon as practicable following the hearing of submissions.

² Requires WorkSafe notification

3. UPDATE FROM THE CANTERBURY CLIMATE CHANGE WORKING GROUP

Climate change is a high priority for both local and central government, and poses challenges that must be addressed at the local, regional and national level.

The Chief Executives Forum agreed to the formation of the Canterbury Climate Change Working Group in May 2017. The purpose of the Working Group is to develop a shared understanding of the likely implications of climate change for the region, and strategies to manage the associated threats and opportunities.

The Working Group reports to the Canterbury Policy Forum and through that to the Chief Executives Forum. The group includes one member from each Canterbury Council and Te Rūnanga o Ngāi Tahu, with up to two members from larger Councils (ECan and CCC).

The composition of group is such that it includes two members from Engineering / Operations, Science, Communications and Policy. Selwyn District Council is represented by its Water and Wastewater Engineer (Mr Amit Chauhan) who fits in the group as one of the two members required from an engineering / operations background.

The Working Group made a joint submission on the Productivity Commission – low emission economy draft report in June 2018 and has an active work programme for the 2019 year. This will include matters such as climate change knowledge management, community resilience, hazards, sea-level rise and flooding etc. The Working Group also plans to put a joint submissions on the Zero Carbon Bill (select stage) later this year.

Outside the working group activities, the Selwyn District Council also made an individual submission on the Local Government's position on Climate Change Draft report in August 2018.

At its meeting of 1 February 2019, the Canterbury Mayoral Forum further discussed the governance role of Councils. This was a timely discussion following the release of a report by Local Government New Zealand – *"Vulnerable: the quantum of local government infrastructure exposed to sea level rise."*

The Canterbury Mayoral Forum agreed to establish a small representative group of Canterbury Mayors and Chief Executives to form a think-tank on climate change. Both Mayor Broughton and Chief Executive Ward have been appointed to this Group which will meet and report back on the Canterbury Councils on a regular basis.

A copy of the Canterbury Mayoral Forum media release is **attached** for your information.

4. THREE WATERS REVIEW – NEXT STEPS

The following information is provided for the information of Councillors and the public.

Environmental Regulation

As per decisions made by Cabinet last year, the focus is sits firstly with the regulation and supply arrangements of drinking water, wastewater and stormwater (three waters). The immediate focus is the detailed policy work on the overarching shape and form of regulatory arrangements for drinking water and wastewater. The Ministers of Local

Government, Health, and the Environment intend to take detailed proposals on this to Cabinet in June 2019.

The Department of Internal Affairs has commissioned GHD limited (GHD) and Boffa Miskell Limited (BML) to undertake work to better understand the costs associated with upgrading infrastructure discharging into the coastal environment and the costs associated with reducing wastewater network and overflows and the regulation of wastewater treatment plants.

The reports which have been commissioned follows:

1. *National stocktake of current regulation of wastewater treatment plants*

This report will provide a national-level stocktake and assessment of the relevant plan rules, and resource consents that are in place for domestic wastewater treatment plants. The stocktake report will cover all types of consent conditions and plan rules in place across wastewater plants, including conditions and rules relating to discharges to water, air emissions, land application, maintenance requirements, and monitoring and reporting requirements.

2. *Cost estimate of national minimum standards for discharges from coastal wastewater treatment plants*

This report will provide a cost estimate for upgrading domestic wastewater treatment plants that discharge to the coast if national minimum standards for the concentration of contaminants present in discharges were imposed.

To provide a nationally consistent basis to evaluate the costs of any upgrade requirements, GHD/Boffa will use the minimum discharge standards that apply in Canada as a basis to develop minimum discharge standards that could be appropriate in the New Zealand context.

The purpose of the report is to understand the potential costs if there was a minimum standard regime.

3. *Cost estimate to reduce wastewater overflows*

This report will undertake a stocktake of the regulation of wastewater overflows (both wet weather and dry) by regional councils to build a national picture of how wastewater overflows are regulated.

The GHD/Boffa Team has been asked to provide a cost estimate for upgrading wastewater treatment networks to reduce wet weather overflows against a national standard.

For the purpose of the report the Department has asked the review team to use two per year; the target has been chosen to provide a consistent basis to evaluate potential costs.

5. LGNZ ANNUAL REMIT PROCESS

The LGNZ annual conference is being held 7-9 July 2019. If Council wishes to submit a proposed remit for consideration at the Conference, it must do so prior to 13 May 2019.

During today's meeting, the Mayor will lead discussion on possible subject matter for the remits. I will supplement the conversation with reference to the Remit Policy and Process should it be required.

A handwritten signature in black ink, appearing to read 'D Ward', with a stylized flourish at the end.

David Ward
CHIEF EXECUTIVE

MEDIA STATEMENT – FOR IMMEDIATE RELEASE

1 February 2019

Mayoral Forum endorses Local Government New Zealand report on climate change impacts

At its meeting on Friday 1 February 2019, the Canterbury Mayoral Forum threw its weight behind Local Government New Zealand's (LGNZ) recommendations in a report on climate change impacts released on 31 January.¹

As much as \$14 billion of local government infrastructure is at risk from sea-level rise. Canterbury has the highest exposure of New Zealand's 16 regions.

Lianne Dalziel, Chair of the Mayoral Forum, said: "The 10 Mayors of Canterbury and the Chair of the regional council are unanimous in backing LGNZ on this – we need central government to work with us urgently on adaptation to the impacts of climate change on our communities. The time to act is now."

In May 2017 the Mayoral Forum established a Canterbury climate change working group with representatives from councils across the region. At its meeting today, the Forum reinforced this by setting up a climate change think-tank of Mayors and Chief Executives to provide governance-level support and direction to the regional working group.

Closely related agenda items at today's meeting included:

- re-affirming the Canterbury Biodiversity Strategy and strengthening commitment to its implementation across the region; and
- receiving an interim report on the 'Fit for the Future' refresh of the Canterbury Water Management Strategy – a final report will be considered by the Mayoral Forum at its May meeting.

Lianne Dalziel
Chair, Canterbury Mayoral Forum
Mayor, Christchurch City Council

secretariat@canterburymayors.org.nz

027 241 0244 (Christchurch City Council media line)

¹ *Vulnerable: The quantum of local government infrastructure exposed to sea level rise.* <http://www.lgnz.co.nz/news-and-media/2019-media-releases/14-billion-of-council-infrastructure-at-risk-from-sea-level-rise/>

Mayors standing together for Canterbury.

Secretariat, E: secretariat@canterburymayors.org.nz W: www.canterburymayors.org.nz
C/- Environment Canterbury, PO Box 345, Christchurch 8140 T: 03 345 9323

COUNCIL REPORT

TO: Council

FOR: Council Meeting – 13 February 2019

FROM: Chief Executive

DATE: 25 January 2019

SUBJECT: **COMMITTEE MEETING UPDATES**

RECOMMENDATION

‘That Council receives the Committee Meeting Updates Report, for information.’

1. **AUDIT AND RISK SUBCOMMITTEE**

At today’s meeting, the Audit and Risk Subcommittee Chair, Councillor Miller will provide Councillors with a verbal update on the public content from the Audit and Risk Subcommittee meeting held on Thursday 7 February 2019.

2. **PROPERTY COMMITTEE**

At today’s meeting, the Property Committee Chair, Councillor McEvedy will provide Councillors with a verbal update on the public content from the Property Committee meeting held on Thursday 7 February 2019.

3. **SELWYN WAIHORA ZONE COMMITTEE**

At today’s meeting, Council’s Representative on the Selwyn Waihora Zone Committee, Councillor Lemon, will provide Councillors with a verbal update from the meeting held on Tuesday 29 January 2019.

4. **CHRISTCHURCH WEST MELTON ZONE COMMITTEE**

At today’s meeting, Council’s Representative on the Christchurch West Melton Zone Committee, Councillor Hasson, will provide Councillors with a verbal update on recent committee activity.

5. **REGIONAL WATER MANAGEMENT COMMITTEE**

At today’s meeting, Council’s Representative on the Regional Water Management Committee, Councillor Reid, will provide Councillors with a verbal update from the Committee meeting held on Tuesday 12 February 2019.

6. ANIMAL ETHICS COMMITTEE

At today's meeting, Council's Representative on the Animal Ethics Committee, Councillor Morten, will provide Councillors with a verbal update on recent Committee activity.

7. WATER RACE SUBCOMMITTEE

At today's meeting, Council's Representatives on the Water Race Committee, Councillors McEvedy and Watson, will provide Councillors with a verbal update on recent Committee activity.

8. GREATER CHRISTCHURCH PUBLIC PASSENGER JOINT COMMITTEE

At today's meeting, Council's Representative on the Greater Christchurch Public Passenger Joint Committee, Councillor Alexander, will provide Councillors with a verbal update on recent Committee activity.

A handwritten signature in black ink, appearing to read 'D Ward', with a large, sweeping horizontal stroke underneath.

David Ward
CHIEF EXECUTIVE

TO: Chief Executive

FOR: Council Meeting – 13 February 2019

FROM: Systems Accountant

DATE: 6 February 2019

SUBJECT: FINANCIAL REPORT TO 31 DECEMBER 2018

RECOMMENDATION

'That the Council receives the financial report for the period ending 31 December 2018 for information.'

INTRODUCTION

This report covers the period 1 July 2018 to 31 December 2018. 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 an appendix that records the position on Council's capital projects.

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.

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

Financial Performance to 31 December 2018

The Council financial performance to the end of December 2018 is summarised in the table below.

Overall funding impact statement

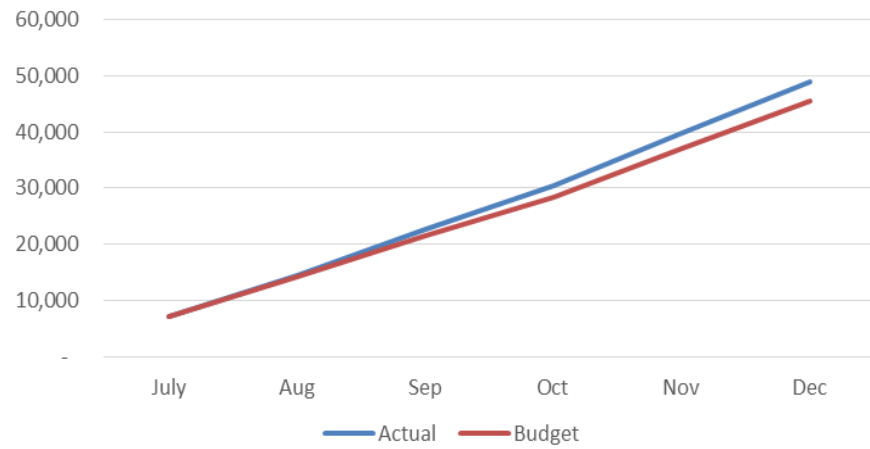
	2019	2019	2019	2019	2018
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual
	\$'000	\$'000	\$'000	\$'000	\$'000
Sources of operating funding					
General rates	10,354	10,284	70	20,574	17,822
Targeted rates	17,619	16,989	630	35,318	33,762
Subsidies and grants for operating purposes	4,675	4,482	193	10,075	9,661
Fees and charges	11,518	9,695	1,824	15,831	16,710
Interest and dividends from investments	4,386	4,043	343	8,875	10,384
Other operating funding	420	135	285	270	1,084
Total operating funding (A)	48,972	45,628	3,345	90,943	89,423
Application of operating funding					
Payments to staff	11,150	11,898	749	23,797	20,733
Payments to suppliers	29,165	29,477	311	52,538	49,481
Finance costs	660	940	280	1,881	1,471
Other operating funding applications	203	247	44	515	877
Total application of operating funding (B)	41,178	42,562	1,384	78,731	72,562
Surplus / (deficit) of operating funding (A-B)	7,794	3,066	4,729	12,212	16,861
Sources of capital funding					
Subsidies for capital expenditure	-	-	-	-	-
Development and financial contributions	14,806	7,926	6,880	15,880	16,581
Increase / (decrease) in debt	-	-	-	44,971	(20,000)
Gross sales proceeds from sale of assets	6,245	4,390	1,855	11,153	24,072
Total sources of capital funding (C)	21,051	12,316	8,735	72,004	20,653
Applications of capital funding					
Capital - growth	11,648	17,680	6,032	72,587	28,552
Capital - level of service	6,452	9,441	2,989	23,697	14,757
Capital - renewals	5,390	6,354	964	14,594	9,472
Increase / (decrease) in reserves	-	-	-	(17,228)	(5,111)
Increase / (decrease) of investments	5,355	(18,094)	(23,448)	(9,434)	(10,156)
Total applications of capital funding (D)	28,845	15,382	(13,463)	84,216	37,514
Surplus / (deficit) of capital funding (C-D)	(7,794)	(3,066)	(4,729)	(12,212)	(16,861)
Funding balance (A-B) + (C-D)	-	-	-	-	-

The table indicates that:

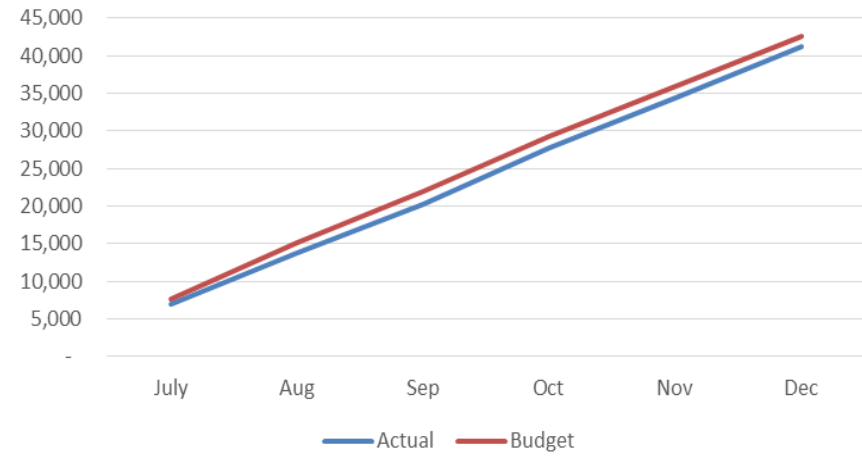
- The Council achieved an operational net surplus of \$7,794,000 to 31 December, compared with a budgeted surplus of \$3,066,000, this is a combination of higher than budgeted income and lower payments notably staff and supplier costs.
- This surplus is required to fund the Council's infrastructure renewal costs and new capital expenditure and is not available to reduce the level of rates required.
- Development contributions revenue was above budget reflecting the continued growth trend.
- Capital expenditure is below budget by \$9,985,000, the majority of phasing is now complete. 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.

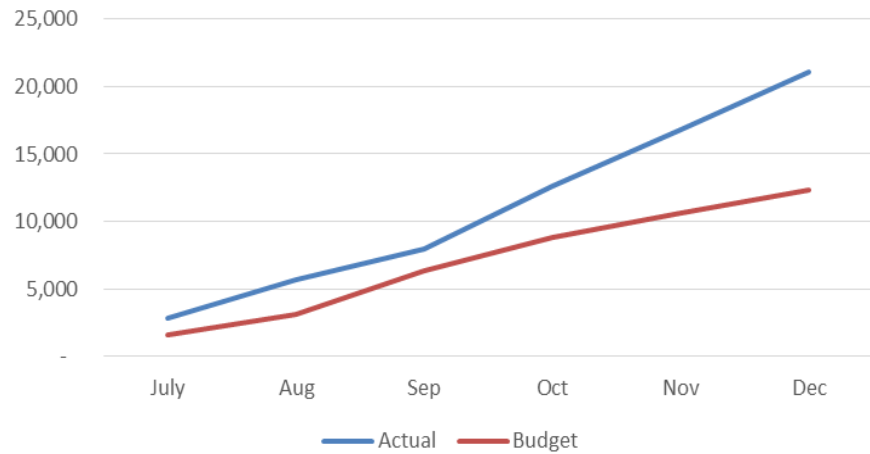
Opex Income



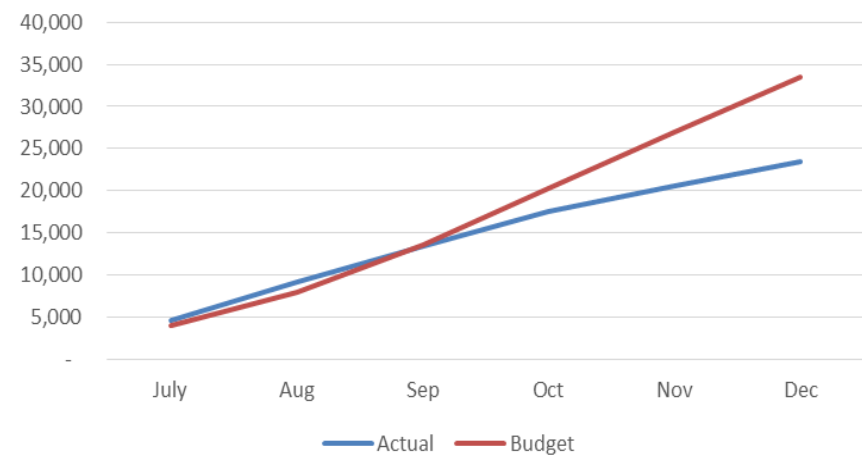
Opex Expenditure



Capex Income

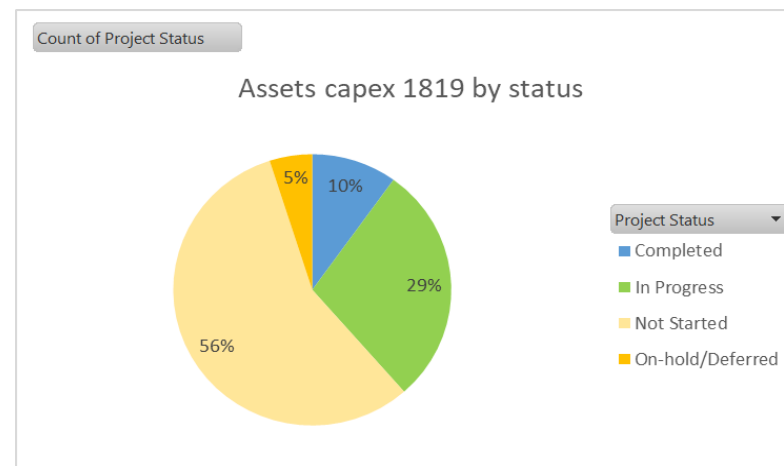


Capex Expenditure



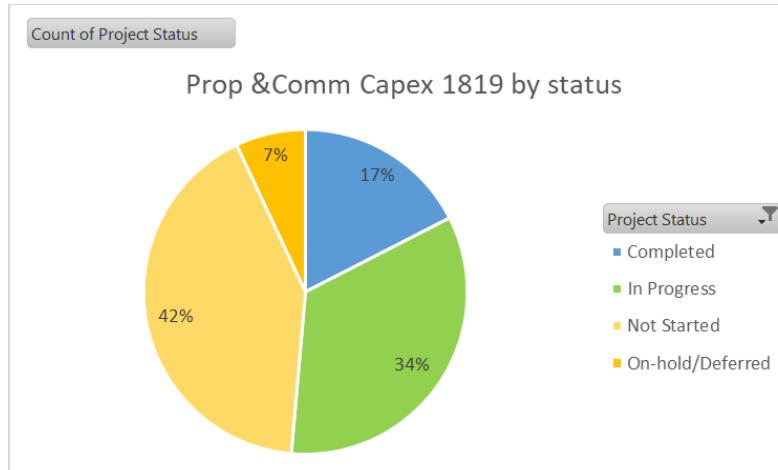
Top Ten Projects \$

Project	Sum of YTD Actual	Sum of YTD Budget	Variance f/(u)	Sum of 2018 19 Budget
Rolleston Library Construction (inc Design)	744,417	744,000	(417)	14,024,473
Roading-Tennyson St Upgrade Stage 2	178,932	1,870,000	1,691,068	4,029,000
Foster Park Sports Hub Building	-	100,000	100,000	4,000,000
SAC Facility Extension Project	252,657	510,000	257,344	3,383,074
West Melton Sports & Leisure Centre Development	2,745,020	2,947,205	202,185	3,197,716
ESSS-Solar Drying Hall	293,844	82,500	(211,344)	3,100,000
Sicon office accommodation at Izone	1,944,070	2,125,000	180,930	3,000,000
Lincoln Water -Construct reservoir & pump station	15,550	75,000	59,450	2,803,382
Health Hub	102,792	100,000	(2,792)	2,459,000
Rolleston Water supply extension	62,519	1,024,002	961,483	2,048,004
Grand Total	6,339,802	9,577,707	3,237,905	42,044,649



Total of all other projects by Activity

Project	Sum of YTD Actual	Sum of YTD Budget	Variance f/(u)	Sum of 2018 19 Budget
Property & Commercial	5,975,919	9,024,989	3,049,070	25,021,272
Water Supply	2,948,800	4,275,418	1,326,618	14,008,792
Waste Water	2,874,740	1,503,187	(1,371,553)	6,944,071
Other	790,633	2,373,917	1,583,284	6,763,087
Transportation	1,754,498	3,567,630	1,813,132	6,744,248
Swimming Pools	45,278	82,021	36,743	1,149,723
Grand Total	14,389,867	20,827,162	6,437,295	60,631,193



Democracy funding impact statement

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	2,160	2,160	-	4,320	3,768	
Targeted rates	407	412	(5)	824	788	
Subsidies and grants for operating purposes	1	-	1	50	55	
Fees and charges	13	2	11	4	5	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	29	
Total operating funding (A)	2,581	2,574	7	5,198	4,645	
Application of operating funding						
Payments to staff and suppliers	1,190	1,253	63	2,084	1,604	1
Finance costs	-	-	-	-	-	
Internal charges applied	1,435	1,434	(1)	2,867	2,704	
Other operating funding applications	55	79	24	139	132	
Total application of operating funding (B)	2,680	2,766	86	5,090	4,440	
Surplus / (deficit) of operating funding (A-B)	(99)	(192)	93	108	205	

Commentary

1. Although there is no major variances to report the favourable variance is made up of numerous minor variances largely in the Grants and Subscription cost centre.

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 2017/18 annual report is prepared within statutory timeframes and with an unmodified audit opinion.	Achieved	2017/18 Annual report adopted by Council at meeting 10 October 2018.
The LTP is prepared within statutory timeframes and with an unmodified audit opinion.	The 2019/20 annual plan is prepared within statutory timeframes.		

Community Centres funding impact statement

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	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	656	656	-	1,311	957	
Targeted rates	956	922	34	1,843	1,818	
Subsidies and grants for operating purposes	368	2	366	4	6	1
Fees and charges	347	292	55	661	632	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	39	-	39	-	13	2
Total operating funding (A)	2,366	1,872	494	3,820	3,425	
Application of operating funding						
Payments to staff and suppliers	1,024	1,273	249	2,341	1,607	3
Finance costs	-	136	136	271	146	
Internal charges applied	447	447	-	893	596	
Other operating funding applications	1	3	2	6	-	
Total application of operating funding (B)	1,472	1,859	387	3,511	2,349	
Surplus / (deficit) of operating funding (A-B)	894	13	881	309	1,076	

Commentary

1. Subsidies and grants for operating purposes include the \$250,000 Rata grant for the West Melton community centre, fund raising of \$30,000 Dunsandel Community Centre, \$70,000 Lakeside Memorial Hall.
2. Other Operating funding is a donation from Lincoln Community Trust for a new sound system at LEC
3. Payments to staff and suppliers cover 28 facilities and include \$905,000 of operating expenditure costs which contributes a favourable variance of \$105,000. Favourable variances include \$45,000 for West Melton who opened in November 2018 (with a full year budget), maintenance \$17,000, electricity \$19,000, advertising \$14,000, other expenses are favourable by less than \$5,000.

There are currently 63 operating projects in place, actual costs are \$118,000, contributing a \$144,000 favourable variance.

Service targets for Community centres

Performance measure	Target	Actual to date	Comments
Lincoln Event Centre			
Achieve revenue target (excl targeted rate)	\$304,950	\$195,959	On track
Recreation programme attendees	16,000	11,434	On track
Rolleston Community Centre			
Achieve revenue target (excl targeted rate)	\$156,600	\$96,347	On track
Recreation programme attendees	12,000	9,464	On track

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	852	852	-	1,704	1,331	
Targeted rates	1,195	1,152	43	2,304	1,870	
Subsidies and grants for operating purposes	10	2	8	8	9	
Fees and charges	355	369	(14)	626	568	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	164	-	164	-	60	1
Total operating funding (A)	2,576	2,375	201	4,642	3,837	
Application of operating funding						
Payments to staff and suppliers	1,292	1,589	297	2,896	2,309	2
Finance costs	-	120	120	239	187	
Internal charges applied	497	497	-	994	692	
Other operating funding applications	-	1	1	2	1	
Total application of operating funding (B)	1,789	2,207	418	4,131	3,189	
Surplus / (deficit) of operating funding (A-B)	787	168	619	511	648	

Commentary

1. Other operating funding favourable variance includes a \$160,000 grant received from MBIE in relation to the tourism facilities development grant fund.
2. Contributing amounts to the favourable variance for payments to staff and suppliers is made up of various small variances over many Recreation Reserves. The favourable variance for maintenance works is \$26,000, mowing \$14,000, refuse \$24,000 and other variance of less than \$5,000.

Recreation and Reserves have 80 projects in place. Projects are favourable to budget by \$204,000, with actual costs of \$248,000 compared to budget of \$416,000.

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	-	
Targeted rates	1,884	1,910	(26)	3,821	3,634	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	42	40	2	80	80	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	1	-	1	-	-	
Total operating funding (A)	1,927	1,950	(23)	3,901	3,714	
Application of operating funding						
Payments to staff and suppliers	1,092	1,398	306	3,091	2,201	1
Finance costs	-	133	133	266	-	
Internal charges applied	268	268	-	536	457	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,360	1,799	439	3,893	2,658	
Surplus / (deficit) of operating funding (A-B)	567	151	416	7	1,056	

Commentary

1. Payments to staff and suppliers are favourable to budget by \$306,000. The key variances come from payments to staff \$213,000 or 6.2 FTE, projects \$87,000, and other variances to costs are less than \$10,000. There is currently a change management process underway during which time no permanent recruitment can take place and which results in a number of vacancies to be held. There will be other costs that will reduce this underspend.

Digital Visits (annual target 150,000)

Wifi Sessions	Website Use	Database Use	Email Enquiries	YTD Total
17,870 **	75362	70,523	184	163,939

Events (annual target 1,500)

Literacy	Digital Literacy	Lifelong Learning Older	Lifelong Learning Youth	Lifelong Learning Child / Family	YTD Total
346	38	149	66	142	741

Loans of Physical and or Digital Resources (annual total 400,000)

Print Items	Non-book items *	eBooks	eAudio	eMagazine	YTD Total
178,908	8,767	13,069	5,188	2,948	208,880

* Non-book print items (puzzles, DVD, Playaways, Junior audio)

Service targets for Libraries

Performance measure	Target	Actual to date	Comments
YTD physical visits to libraries	282,000	131,657	
YTD digital visits to libraries	150,000	163,939	** Wifi Sessions data source has changed, it has gone from gigabytes used to individual sessions
Total visits to libraries as a percentage of population	60%	61%	

Swimming Pools funding impact statement

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	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	251	251	-	501	500	
Targeted rates	1,249	1,200	49	2,400	1,651	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	843	788	55	1,562	1,595	1
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	14	
Total operating funding (A)	2,343	2,239	104	4,463	3,760	
Application of operating funding						
Payments to staff and suppliers	1,432	1,456	24	2,831	2,712	2
Finance costs	-	284	284	568	412	
Internal charges applied	198	198	-	395	337	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,630	1,938	308	3,795	3,461	
Surplus / (deficit) of operating funding (A-B)	713	301	412	668	299	

Commentary

- Selwyn Aquatic Centre fees and charges are \$55,000 favourable to budget. Pool Parties were held in Southbridge and Darfield (in November) with a Christmas Party at SAC hosting 448 guests. The Southbridge hydroslide was re-opened in December in time for the busy Christmas period.
- Payments to staff and suppliers for pools are \$24,000 favourable which includes numerous small variances including the community pools cost of providing life guards which favourable to budget.

SAC has achieved 100% NZRA pool safety accreditation. For the first time we will be including Southbridge and Darfield Pools into the accreditation program during 2018/19 financial year.

The digital door counter records actual customers (eg when a school group or group booking takes place the actual number of swimmers that come into the building as part of the booking) as well as spectators, which the manual system misses.

Service targets for Swimming Pools

Performance measure	Target	Actual to date	Comments
Selwyn Aquatic Centre			
Achieve revenue target	\$1,522,300	\$831,469	
Attendees	300,000	172,451	Digital door counter introduced in October.

Townships funding impact statement

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	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	1,838	1,838	-	3,676	2,746	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	-	-	-	-	2	
Fees and charges	2	1	1	3	17	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	39	
Total operating funding (A)	1,840	1,839	1	3,679	2,804	
Application of operating funding						
Payments to staff and suppliers	1,379	1,394	15	2,786	2,361	1
Finance costs	-	3	3	7	-	
Internal charges applied	259	259	-	518	575	
Other operating funding applications	98	83	(15)	166	198	
Total application of operating funding (B)	1,736	1,739	3	3,477	3,133	
Surplus / (deficit) of operating funding (A-B)	104	100	4	201	(329)	

Commentary

1. Payment to staff and suppliers YTD is favourable by \$15,000, however township reserve maintenance is favourable for Leeston \$27,000, Lincoln \$60,000 and Rolleston \$147,000 offset by West Melton unfavourable budget of \$73,000 (the overspend relates to a major project commenced in June which was completed in September relating to flax removal and replanting. The overspend will be funded by the noted underspends). Mulch replacement is \$43,000 unfavourable to budget (this is a budget timing variance with the majority of the mulching completed, mulching assists with moisture retention and thus completing before summer is appropriate). District maintenance costs are unfavourable \$29,000 playground compliance and undersurface and trees maintenance costs of \$68,000.

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	3,462	3,462	-	6,925	2,794	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	132	12	120	25	28	1
Fees and charges	753	503	250	1,104	1,046	2
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	26	-	26	-	188	
Total operating funding (A)	4,373	3,977	396	8,054	4,057	
Application of operating funding						
Payments to staff and suppliers	1,175	1,134	(41)	2,128	1,849	3
Finance costs	28	89	61	178	214	
Internal charges applied	492	492	-	986	1,185	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,695	1,715	20	3,292	3,248	
Surplus / (deficit) of operating funding (A-B)	2,678	2,262	416	4,762	808	

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

Commentary

1. Subsidies and grants include \$107,000 Tourism Grant Funding.
2. YTD fees and charges are \$250,000 favourable to budget, timber sales \$173,000, gravel royalties \$33,000 and housing rental income \$37,000. Council strategically purchased two houses on Tennyson Street this year, which contributes to the favourable rental income.

Payments to staff and suppliers YTD are \$41,000 unfavourable to budget forestry \$31,000 for harvesting and planting costs (which is recovered in the timber sales). Expenditure (and operating income) also includes \$20,000 paid to Central Plains Water (CPW) for the cost of supplying water to each of the council farms connected with CPW. These charges are all oncharged as per the items of each lease. Disposal costs of \$41,000 have been incurred associated with the sale of the Ritso Street properties

Service targets for Buildings & Other

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

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	1,411	1,411	-	2,822	2,339	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	50	39	11	57	68	
Fees and charges	2	-	2	-	18	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	3	-	3	-	-	
Total operating funding (A)	1,466	1,450	16	2,879	2,425	
Application of operating funding						
Payments to staff and suppliers	1,087	1,197	110	2,501	2,403	1
Finance costs	-	-	-	-	-	
Internal charges applied	175	175	-	349	321	
Other operating funding applications	5	9	4	57	484	
Total application of operating funding (B)	1,267	1,381	114	2,907	3,208	
Surplus / (deficit) of operating funding (A-B)	199	69	130	(28)	(783)	

Commentary

- Community services and Business Development contribute a favorable variance of \$210,000, being events, activity and promotion costs \$127,000 which is a timing variance.
Civil Defence costs unfavourable variances of \$25,000 includes \$15,000 vehicle expenses (lights, radios, signs) and \$7,000 of equipment.
Rural fire costs are currently unfavourable \$75,000 relating to residual costs for the Port Hills Fire. These costs will be recovered from FENZ and this will occur before June 2019.

Activity

- Events delivered year to date: 59
- Community Events participant numbers – 150 participants at the outdoor movie Elf held on the Lincoln Green.
- Rolleston Community house has 2 new tenants
- The Meet your Street campaign is underway to date 11 events have been held with 343 participants.

Service targets for community services

Performance measure	Target	Actual to date	Comments
Number of events delivered/facilitated	100 Events	59	
Number of participants	10,000	8,191	
Arts, Culture and Heritage Events	12	6	

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	4,115	4,115	-	8,229	6,078	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	71	49	22	97	196	
Fees and charges	4,858	3,465	1,393	5,358	8,162	1
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	9,044	7,629	1,415	13,684	14,436	
Application of operating funding						
Payments to staff and suppliers	7,246	6,682	(564)	12,039	13,724	2
Finance costs	-	-	-	-	-	
Internal charges applied	875	875	-	1,750	1,625	
Other operating funding applications	3	3	-	5	4	
Total application of operating funding (B)	8,124	7,560	(564)	13,794	15,353	
Surplus / (deficit) of operating funding (A-B)	920	69	851	(110)	(917)	

Commentary

1. Income received is favourable to budget largely due to increased Building department income of \$1,464,000 favourable to budget as a result of continued growth in the district.
2. Payments to staff and suppliers – the unfavourable variance of \$564,000 is made up of numerous favourable and unfavourable variances. The favourable variances include staff costs \$110,000, legal expenses \$129,000 and general expenses \$63,000. Operational projects including those relating to the District plan are favourable to budget by \$258,000. These are largely offset by Building levies \$722,000 and consultant's fees \$435,000 the majority of which are on charged and some that result in reduced staff costs above.

See appendix for detailed Environmental services performance report.

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	5,361	
Targeted rates	-	-	-	-	1,233	
Subsidies and grants for operating purposes	3,977	4,305	(328)	9,687	7,722	1
Fees and charges	-	-	-	-	-	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	117	135	(18)	270	702	
Total operating funding (A)	4,094	4,440	(346)	9,957	15,018	
Application of operating funding						
Payments to staff and suppliers	4,589	4,200	(389)	7,543	8,677	2
Finance costs	227	38	(189)	77	190	
Internal charges applied	894	894	-	1,788	1,751	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	5,710	5,132	(578)	9,408	10,618	
Surplus / (deficit) of operating funding (A-B)	(1,616)	(692)	(924)	549	4,400	
Applications of capital funding						
Capital - growth	1,657	5,183	3,526	10,278	7,406	
Capital - level of service	170	250	80	2,071	1,245	3
Capital - renew als	2,867	3,076	209	6,658	5,630	

Commentary

1. NZTA subsidy income is under budget, reflecting subsidised capital expenditure being below budget.
2. The subsidised maintenance and operational expenditure remains ahead of year to date budget. Necessary unsealed road repairs and pre-reseal repairs are the main reason and both will need to be managed until the end of the year to keep the overall expenditure as close to budget as possible. Pre reseal repairs are continuing so the reseal target length can be achieved.
3. Renewal expenditure has been on maintenance metaling with the programmed sites for the year completed and the reseals which are now well under way. Pavement rehabilitation has been completed on Waimakariri Gorge Rd. Please see appendix 4 for detailed forecasts.

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	954/1338 71%	
Maintenance of a sealed local road network: The percentage of the sealed local road network that is resurfaced.	Sealed roads	≥6.3% (75km)	7.18km	
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.	6 serious injury	Previous financial year (full yr) 8 Fatal, 55 Serious injury

Solid waste management funding impact statement

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	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-		-	
Targeted rates	3,735	3,838	(103)	7,677	6,506	
Subsidies and grants for operating purposes	17	34	(17)	68	176	
Fees and charges	2,491	2,663	(172)	3,219	2,745	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	6,243	6,535	(292)	10,964	9,427	
Application of operating funding						
Payments to staff and suppliers	5,334	5,626	292	9,135	7,425	
Finance costs	-	-	-	-	-	
Internal charges applied	270	270	-	541	382	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	5,604	5,896	292	9,676	7,807	
Surplus / (deficit) of operating funding (A-B)	639	639	-	1,288	1,620	

Commentary

Resource Recovery Park

Income to date is unfavourable to budget by \$186,000 as a result of lower than forecast growth in residual waste tonnes. This is partially offset by Operational costs which are \$34,000 favourable to budget. Staff are looking as to whether the lower tonnage appears to be a longer term trend.

Waste collection

Revenue from bins in service is \$103,803 unfavourable to budget due to the timing of revenue from new bins only being realised in the rates data base prior to the next rating instalment. There can be up to a three month delay from when a new bin is issued to when the revenue is realised. Therefore the number of bins appears lower than what was allowed for in the LTP.

Expenses for waste collection operations are \$84,000 unfavourable. Within this total contract payments for collection (including tip charges) are \$79,000 unfavourable to budget.

Waste disposal

Income to date is favourable by \$42,000 made up of several small variances.

Operational expenditure on waste disposal is \$282,000 favourable to budget due to the lower than budgeted tonnes disposed of, despite increased maintenance costs for the compost shredder.

Projects are \$67,000 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.

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	-	
Targeted rates	2,759	2,371	388	6,081	6,387	1
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	21	48	(27)	119	101	
Internal charges and overheads recovered	656	656	-	1,312	1,246	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	3,436	3,075	361	7,512	7,734	
Application of operating funding						
Payments to staff and suppliers	1,649	2,293	644	4,493	3,474	2
Finance costs	-	-	-	-	-	
Internal charges applied	1,312	1,312	-	2,624	2,492	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	2,961	3,605	644	7,117	5,966	
Surplus / (deficit) of operating funding (A-B)	475	(530)	1,005	395	1,768	

Commentary

1. Targeted rates are over budget by \$388,000 for the period ended 31 December 2018. Analysis has been completed comparing the 2018/19 budget with the actual rates struck for the 2018/19 financial year. 2017/18 was a transition year for water rates with the gradual elimination of partially metered accounts as all connections became either fully metered or properties not connected but where the water supply was available. Restricted supplies continue to be rated for mainly in the rural sector. The data collected shows that in the case of fully metered supplies, the actual 2018/19 SUIP's were considerably greater than the figure used for the budget due to actual growth being better than budgeted growth. The impact of the shift from fixed rates to volumetric charging will become clearer over time with increasing data history.
2. Payments to staff and suppliers have an overall favourable variance of \$643,193 split between operational costs - favourable by \$122,918 and operational projects - favourable by \$520,275.

Operational costs favourable variances arise from electricity - \$136,097, maintenance - \$19,764, SCADA and Ecan charges - \$16,198. These favourable variances have been partially offset by the monitoring of water quality which is over budget by \$48,717 due to a combination of increased rates from the supplier and increased sampling throughout the district.

The operational projects favourable variance is a result of the majority of projects commencing later than budget. Due to the relatively small dollar value of projects, they are phased evenly through the year. The full year budget for water projects is \$1,285,439 with an actual expenditure year to date of \$122,463.

Service targets for Water supply

Performance measure	Target	Actual to date	Comments
Water supply			
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.	8.39	
The extent to which the drinking water supplies comply with the drinking water standards for bacteria compliance. (Mandatory Performance Measure)	≥99% of monitoring samples comply, at both the treatment plant and within the reticulation, across the district	Plant 100.00% Zone 100%	

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	-	
Targeted rates	3,274	3,116	158	6,233	6,025	1
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	171	192	(21)	638	1,052	
Internal charges and overheads recovered	407	407	-	814	859	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	3,852	3,715	137	7,685	7,936	
Application of operating funding						
Payments to staff and suppliers	2,102	1,854	(248)	3,543	3,903	2
Finance costs	594	33	(561)	65	670	3
Internal charges applied	814	814	-	1,628	1,718	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	3,510	2,701	(809)	5,236	6,291	
Surplus / (deficit) of operating funding (A-B)	342	1,014	(672)	2,449	1,645	

Commentary

1. Targeted rates for Sewerage are favourable to budget by \$157,826. The actual number of connections being rated is higher than budget due to additional connections from district growth exceeding the estimated number used during the budget process. Trade waste revenue is under budget by \$21,000 due to lower volumes.
2. Payments to staff and suppliers is unfavourable to budget by \$248,547 split between operational costs – unfavourable to budget by \$352,808 and projects – favourable by \$104,261. Operational costs are unfavourable due to insurance - \$89,637 (staff are currently reviewing the allocation of the budget and actual costs), maintenance - \$295,846 (Sludge removal costs \$149,815, contract changes without the corresponding budget adjustments - \$19,190, incorrect coding - \$13,112 and miscellaneous repairs to plant - \$127,029) and water quality monitoring - \$13,256. Operational costs favourable to budget are electricity - \$34,162 and SCADA and Ecan monitoring - \$8,259. A line by line analysis of maintenance has been prepared.

The operational projects favourable variance of \$104,261 is a result of the majority of projects commencing later than budget. Due to the relatively small dollar value of projects, they are phased evenly through the year. The full year budget for water projects is \$274,800 with an actual expenditure year to date of \$33,139

3. Finance costs are unfavourable as the budget was based on major capital projects being funded by internal borrowing as opposed to external borrowing. However in the event, external borrowing has been allocated to fund the outstanding deficit on the capital account.

Service targets for Waste water

Performance measure	Target	Actual to date	Comments
Waste water			
The total number of complaints received about sewage odour, blockages and system faults, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 10	1.61	
The number of wet and dry weather wastewater overflows from the wastewater system, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 1.5 overflow	0.45	

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	-	
Targeted rates	588	560	28	1,120	1,023	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	-	-	-	-	-	
Internal charges and overheads recovered	84	84	-	169	259	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	672	644	28	1,289	1,282	
Application of operating funding						
Payments to staff and suppliers	296	460	164	894	753	1
Finance costs	68	59	(9)	118	83	
Internal charges applied	169	169	-	338	518	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	533	688	155	1,350	1,354	
Surplus / (deficit) of operating funding (A-B)	139	(44)	183	(61)	(72)	

Commentary

1. Payments to staff and suppliers have a total overall favourable variance of \$163,274. Operational costs are favourable by \$97,471 due to lower than budgeted maintenance costs - \$79,690 and favourable to budget consent monitoring costs - \$21,510. Operational projects are favourable to budget \$65,803. The positive operational variance arises from a number of projects in various stages of completion.

Service targets for Storm water

Performance measure	Target	Actual to date	Comments
Storm water			
The number of complaints received about the performance of the storm water system, expressed per 1000 rated properties. (Mandatory Performance Measure)	Less than 10	0.73	
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.	nil	

Water races and land drainage funding impact statement

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	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	20	20	-	40	40	
Targeted rates	1,355	1,299	56	2,597	2,330	
Subsidies and grants for operating purposes	-	-	-	-	5	
Fees and charges	333	296	38	383	378	
Internal charges and overheads recovered	194	194	-	388	354	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	1,902	1,809	94	3,408	3,107	
Application of operating funding						
Payments to staff and suppliers	1,171	1,472	301	2,866	2,354	1
Finance costs	-	-	-	-	-	
Internal charges applied	388	388	-	776	709	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	1,559	1,860	301	3,642	3,063	
Surplus / (deficit) of operating funding (A-B)	343	(52)	395	(234)	44	

Commentary

1. Water race payments to staff and suppliers have an overall favourable variance of \$190,729 split between

- Operational costs - favourable by \$81,471 largely due to reduced maintenance costs – \$45,973, urban enhancement costs - \$10,361, Infrastructure Agreement fees - \$9,468 and Insurance costs - \$13,523,
- Operational projects - favourable by \$109,258, due to a number of projects not yet started.

Land drainage payments to staff and suppliers have an overall favourable variance of \$109,925 split between

- Operational costs - favourable by \$72,317 largely due to reduced maintenance expenditure - \$66,952, Ecan monitoring - \$1,884 and insurance costs - \$2,476.

Operational projects - favourable by \$37,608 due to a number of projects not yet started.

Service targets for Water races and land drainage

Performance measure	Target	Actual to date	Comments
Water Races			
The total number of complaints received about continuity of supply, expressed per 1000 rated properties.	Less than 50.	10.14	
Land Drainage			
The number of complaints received about the performance of the Land Drainage system, expressed per 1000 rated properties.	Less than 10	0.73	

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	-	-	-	-	-	
Targeted rates	-	-	-	-	-	
Subsidies and grants for operating purposes	-	-	-	-	-	
Fees and charges	22	16	6	31	175	
Internal charges and overheads recovered	-	-	-	-	-	
Other operating funding	-	-	-	-	-	
Total operating funding (A)	22	16	6	31	175	
Application of operating funding						
Payments to staff and suppliers	407	205	(202)	409	1,111	1
Finance costs	-	-	-	-	-	
Internal charges applied	-	-	-	-	-	
Other operating funding applications	-	-	-	-	-	
Total application of operating funding (B)	407	205	(202)	409	1,111	
Surplus / (deficit) of operating funding (A-B)	(385)	(189)	(196)	(378)	(936)	
Sources of capital funding						
Subsidies for capital expenditure	-	-	-	-	-	
Development and financial contributions	-	-	-	-	-	
Increase / (decrease) in debt	-	-	-	-	-	
Gross sales proceeds from sale of assets	2,610	2,710	(100)	9,473	21,763	2
Total sources of capital funding (C)	2,610	2,710	(100)	9,473	21,763	
Applications of capital funding						
Capital - growth	27	-	(27)	-	1,597	
Capital - level of service	-	-	-	-	-	
Capital - renew als	-	-	-	-	-	
Increase / (decrease) in reserves	-	-	-	-	-	
Increase / (decrease) of investments	2,198	2,521	323	9,095	19,230	
Total applications of capital funding (D)	2,225	2,521	296	9,095	20,827	
Surplus / (deficit) of capital funding (C-D)	385	189	196	378	936	
Funding balance (A-B) + (C-D)	-	-	-	-	-	

Commentary

1. Izone expenditure directly related to sales activity and costs associated with maintenance and monitoring.
2. Gross sales proceeds are in line with budget, staff continue to update the budget with the most recent cashflow forecast available.

Service targets for Izone Southern Business Hub

Performance measure	Target	Actual to date	Comments
Sale of 10 ha on average per year.	10 ha	1.40 ha	6 lots sold so far

	2019	2019	2019	2019	2018	
	YTD Actual	YTD Budget	Variance f/(u)	FY Budget	Actual	Note
	\$'000	\$'000	\$'000	\$'000	\$'000	
Sources of operating funding						
General rates	(4,477)	(4,477)	-	(8,953)	(8,091)	
Targeted rates	218	208	10	417	498	
Subsidies and grants for operating purposes	48	40	8	79	61	
Fees and charges	1,264	1,022	242	2,044	1,825	1
Internal charges and overheads recovered	8,119	8,119	-	16,239	15,134	
Other operating funding	4,456	4,043	413	8,875	10,423	2
Total operating funding (A)	9,629	8,956	673	18,701	19,850	
Application of operating funding						
Payments to staff and suppliers	7,850	7,763	(87)	14,754	13,435	3
Finance costs	(257)	45	302	91	124	4
Internal charges applied	969	969	-	1,939	1,789	
Other operating funding applications	40	70	30	140	59	
Total application of operating funding (B)	8,602	8,847	245	16,924	15,407	
Surplus / (deficit) of operating funding (A-B)	1,027	109	918	1,777	4,443	

Commentary

1. Fees and Charges is favourable to budget by \$242,000 as a result of higher than budgeted penalty fee income \$171,000
2. Other operating funding is favourable to budget by \$413,000, largely due to higher than budgeted income received from both term deposits and dividends.
3. Payments to staff and suppliers is unfavourable to budget by \$87,000, variances include staff costs favourable \$239,000 and Software licences unfavourable \$322,000 (some of this expense will be adjusted at year end).
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.

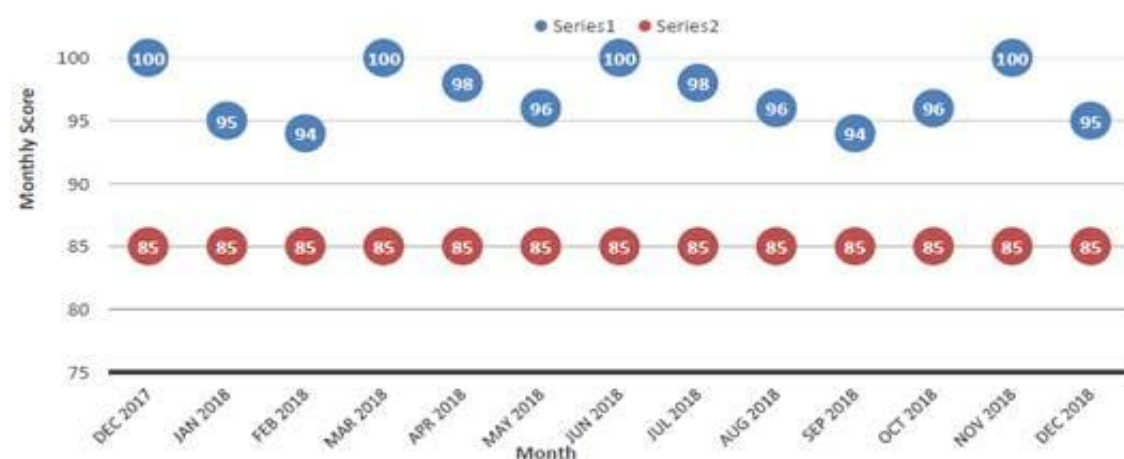
Support services include: CEO's department, Finance function, Information services, Records management and Asset management and service delivery.

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.

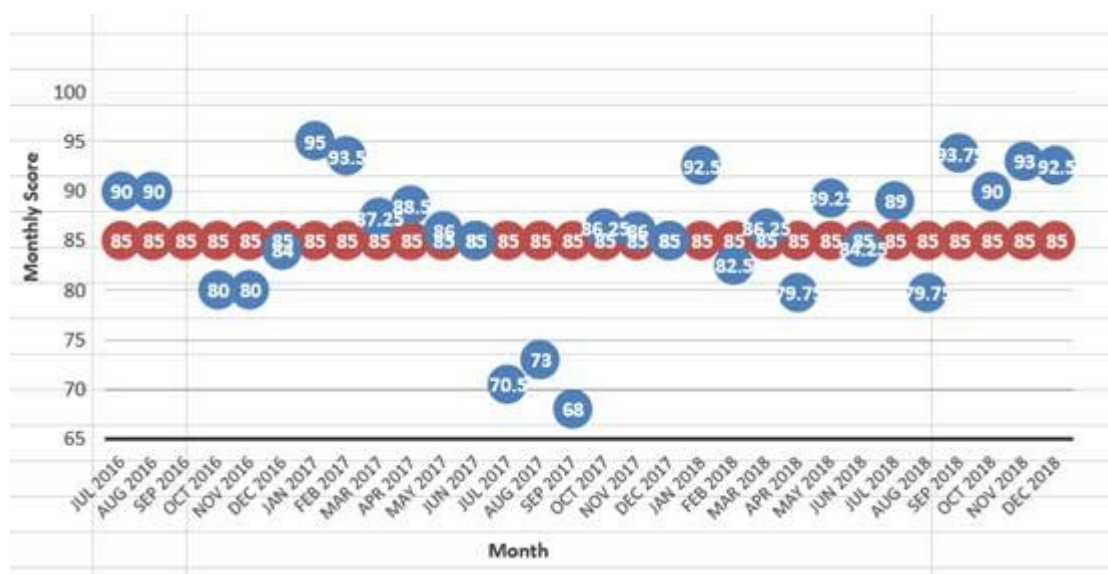
Major contract operational KPI monthly scores

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Transportation Contract C1234 HEB Construction Ltd



Water Services Contract C1241 Sicon Ltd





Kerbside Collection C1144 Waste Management



C1202 Parks and Reserves Operations and Maintenance contract-Sicon



Cashflow forecast 2018/20 (\$000)

		2019							
		YTD	Jan	Feb	March	April	May	June	Total
									2018/19
Opening cash		9,646	11,800	5,907	1,659	2,177	2,107	2,591	9,646
Cash inflows		76,896	4,552	9,205	11,571	4,455	8,929	24,262	139,869
Operating cash outflows		(40,513)	(7,122)	(7,122)	(7,060)	(7,060)	(7,060)	(7,060)	(82,996)
Capital cash outflows		(27,818)	(3,289)	(4,296)	(3,960)	(7,432)	(4,350)	(3,886)	(55,030)
Investment cash outflows		(411)	(34)	(34)	(34)	(34)	(34)	(34)	(615)
Investments		(21,000)	-	(2,000)	15,000	10,000	3,000	(15,000)	(10,000)
Total outflows		(89,742)	(10,445)	(13,452)	3,947	(4,525)	(8,444)	(25,979)	(148,642)
Forecast cash balance		(3,200)	5,907	1,659	17,177	2,107	2,591	874	874
Borrowing required		15,000	-	-	(15,000)	-	-	-	-
Closing cash		11,800	5,907	1,659	2,177	2,107	2,591	874	874
Cumulative borrowing	15,000	30,000	30,000	30,000	15,000	15,000	15,000	15,000	15,000

Commentary

Expected future cash flows for the remainder of this financial year indicate that borrowing will reduce in March 2019 by \$15m therefore back to the opening borrowing balance of \$15m.

The quarterly treasury report for period October to December will be discussed at the Audit & Risk subcommittee on 7 February 2019 and will provide more detailed information on the Council's cash position.



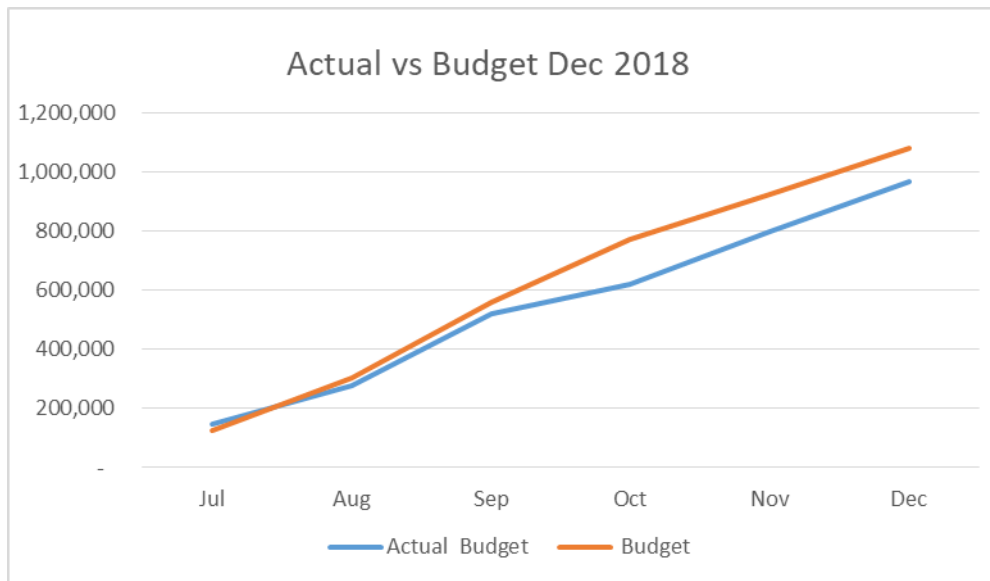
Carl Colenutt
SYSTEMS ACCOUNTANT

ENDORSED FOR AGENDA:



GREG BELL
MANAGER CORPORATE SERVICES

District Plan Review report for December 2018



- The DPR budget for 2018/19 is set at \$2,000,000, as at 31 December 2018 \$965,591 has been spent against a YTD Budget of \$1,078,746. The actual expenditure is 48% of the total budget for the 2018/19 financial year.
- Majority of spend to date is in relation to Project Lead & Project Management Services, Contracted Planner Support/Services, Outstanding Natural Landscapes, Transport, NPS-UDC, Vegetation and Ecosystems.
- This quarters' spending will likely be focused on the Industrial and Business Zone work (Leeston Industrial area) as this workstream gains momentum.
- The team have been working on delivering the last few preferred option reports to District Plan Committee as well as Post Engagement Reports on Preferred Options. Drafting of provisions and s.32 analysis has begun on various topics which will be workshopped with the District Plan Committee from February through to May 2019.
- Further spend is expected in the 3rd and 4th quarters of the 2018/19 financial year on various topics to input into the drafting of the Proposed Plan.
- In the last financial 2017/18 a total of \$2,230,325 was spent against a revised budget of \$2,910,478.

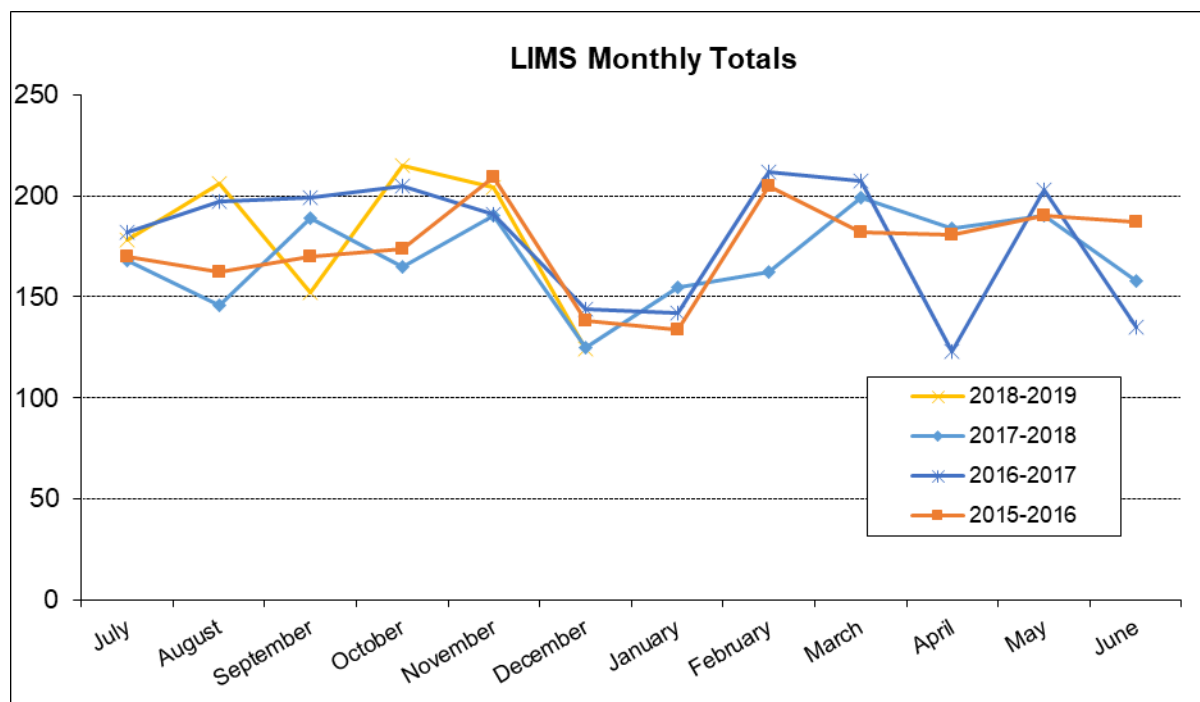
Appendix 2

LIMS TOTALS – December 2018

Average Processing Days for December:	4
LIMS Issued December 2018:	124
LIMS Issued November 2018:	204
LIMS Received December 2018:	113

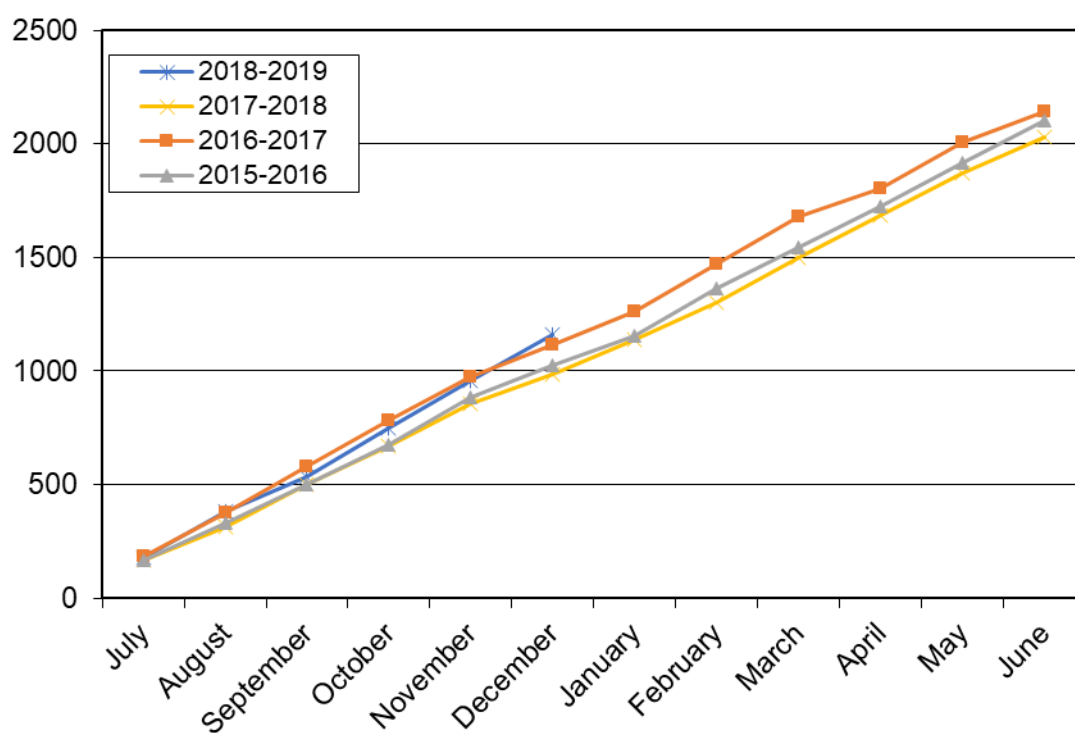
Monthly Totals

MONTH	2018-2019	2017-2018	2016-2017	2015-2016
July	178	168	182	170
August	206	146	197	162
September	152	189	199	170
October	215	165	205	174
November	204	190	191	209
December	124	125	144	138
January		155	142	134
February		162	212	205
March		199	207	182
April		184	123	181
May		190	203	190
June		158	135	187



LIMS YTD TOTALS

MONTH	2018-2019	2017-2018	2016-2017	2015-2016
July	178	168	182	170
August	384	314	379	332
September	536	503	578	502
October	751	668	783	676
November	955	858	974	885
December	1159	983	1118	1023
January		1138	1260	1157
February		1300	1472	1362
March		1499	1679	1544
April		1683	1802	1725
May		1873	2005	1915
June		2031	2140	2102



ENVIRONMENTAL
SERVICES

STATISTICS

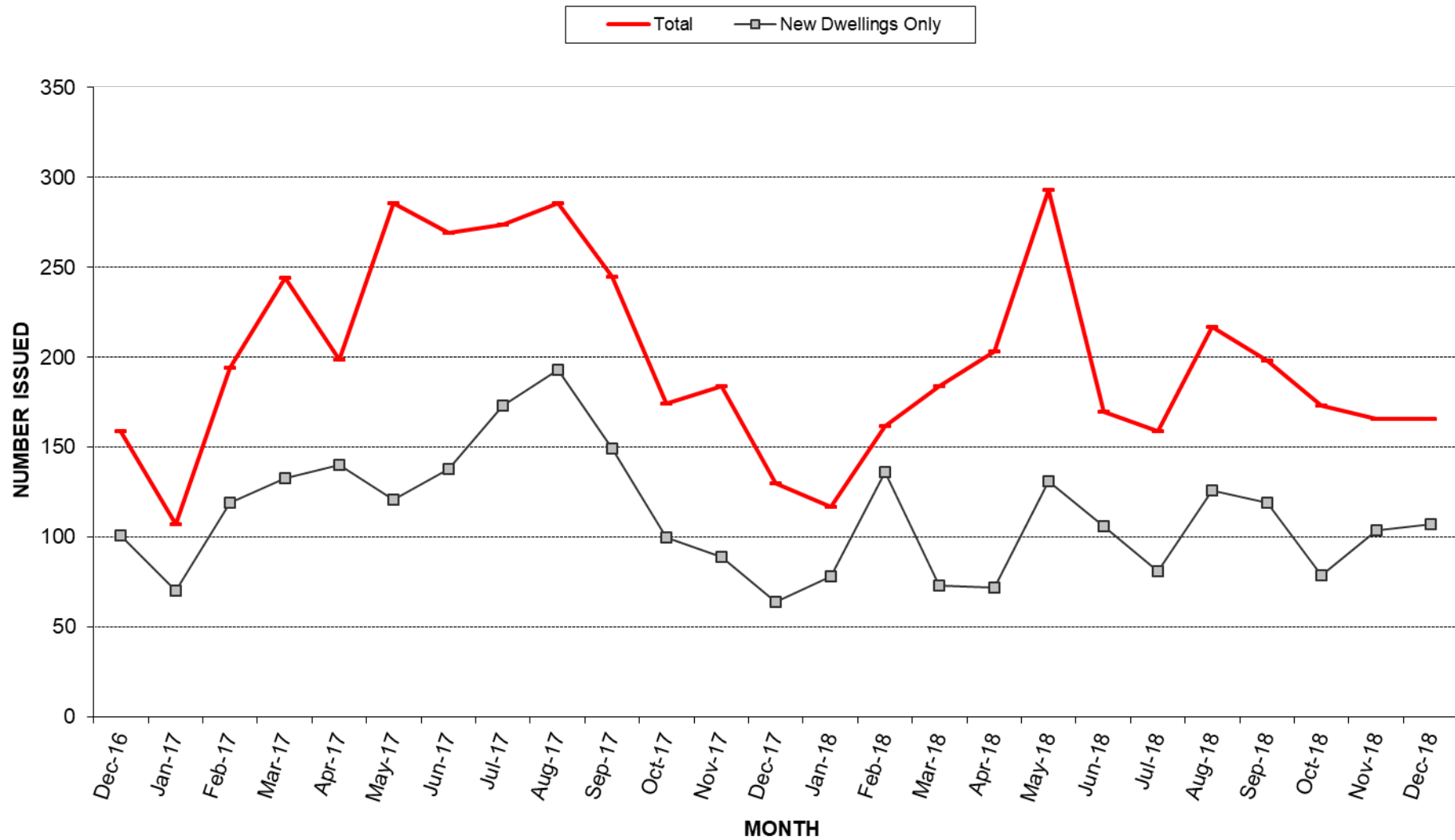
REPORT

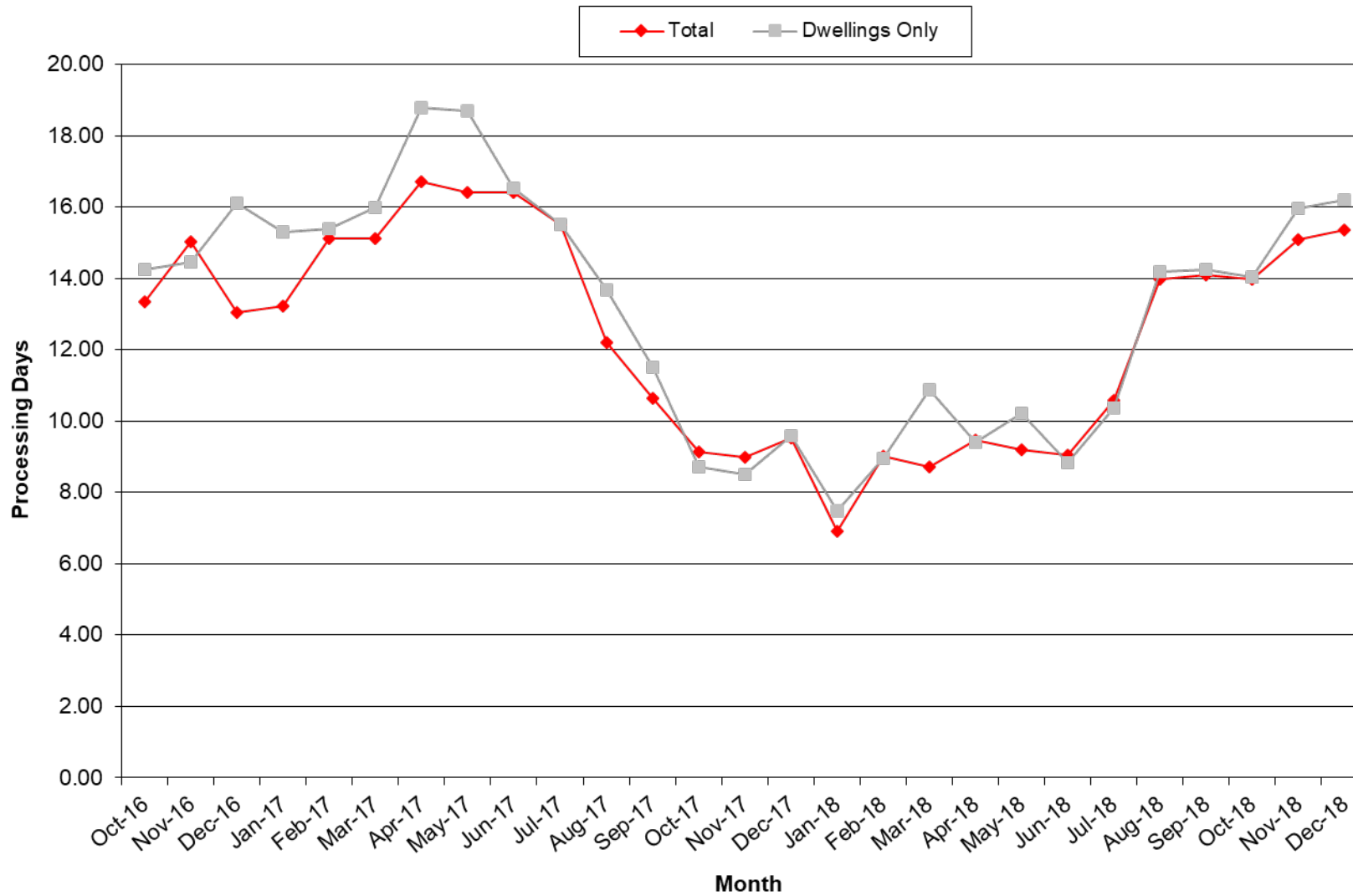
TO

31 December 2018

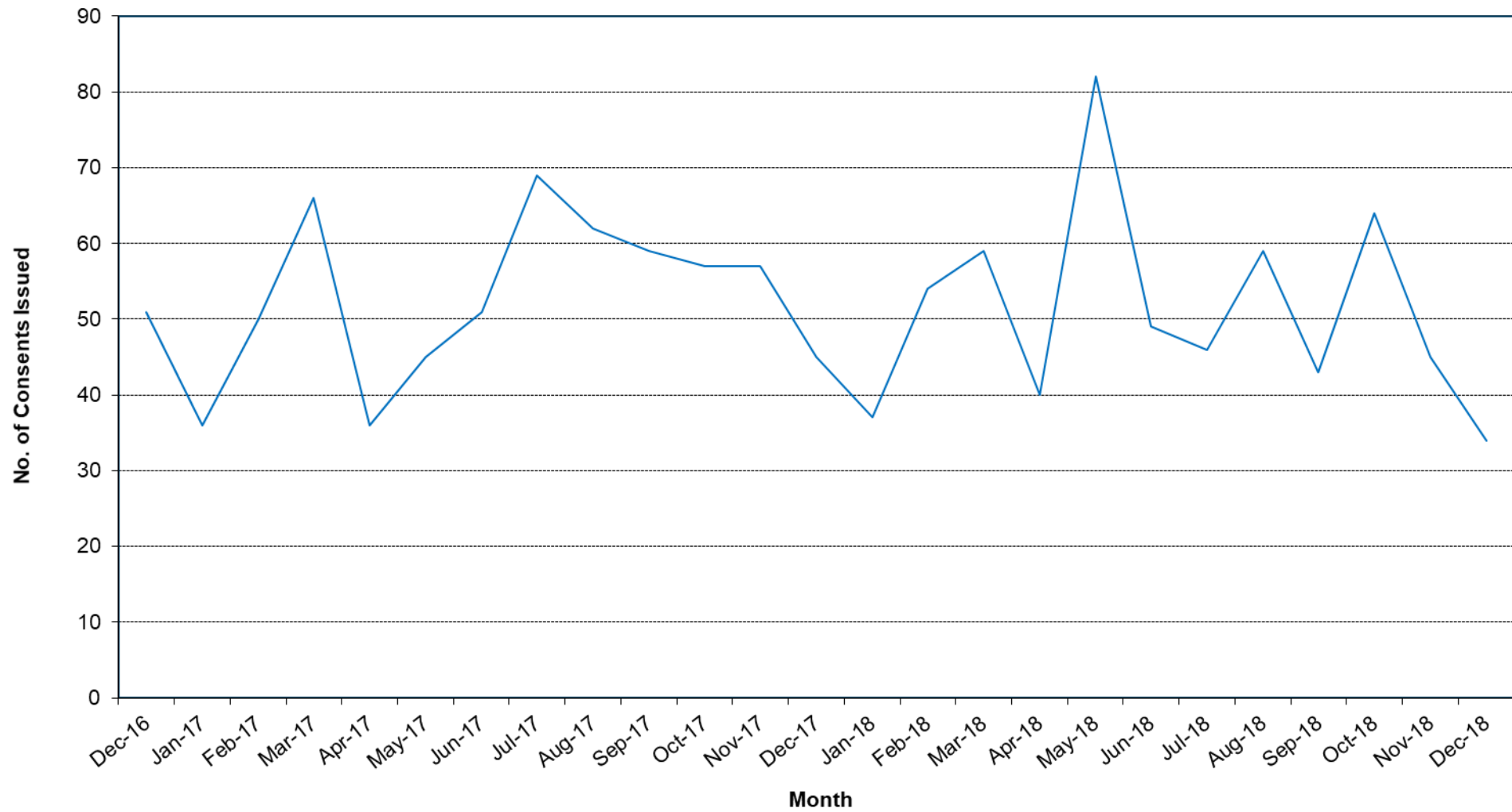
BUILDING STATISTICS	October 2018					November 2018					December 2018					YEAR TO DATE 1/7/18 - 30/06/19					91
Pims																					
Number Received	65					73					63					387					
Number of PIM's Issued	28					88					54					360					
Number Issued within 20 working days	28					87					54					356					
Average Processing Days	8.82					12.4					10.22					11.28					
Percentage completed within 20 days	100%					98.86%					100.00%					98.89%					
BUILDING CONSENTS	Total	New Dwellings	Comm	Indust	Other	Total	New Dwellings	Comm	Indust	Other	Total	New Dwellings	Comm	Indust	Other	Total	New Dwellings	Comm	Indust	Other	
Number Received	188	146	9	11	22	182	107	10	4	61	173	111	10	10	42	1050	655	47	50	298	
Number of Consents Issued	173	95	9	7	62	166	104	10	3	49	166	107	12	2	45	1079	632	65	39	343	
No. Issued Within 20 Working Days	164	79	9	7	69	157	97	7	3	50	154	101	12	1	40	1004	593	58	37	316	
Average Processing Days	13.98	14.02	16.22	14.86	14.77	15.07	15.96	14.17	13.8	14.64	15.34	16.19	14.08	18.5	16.26	13.87	14.24	13.46	13.49	13.30	
% Completed within 20 Days	94.80%	83.16%	100.00%	100.00%	111.29%	94.58%	93.27%	70.00%	100.00%	102.04%	92.77%	94.39%	100.00%	50.00%	88.89%	93%	94%	89%	95%	92%	
No. of Consents Issued 2017/2018	174	99	19	12	44	184	89	21	15	59	130	64	12	10	44	1293	767	89	74	363	
No. of Consents Issued 2018/2019	173	95	9	7	62	166	104	10	3	49	166	107	12	2	45	1079	632	65	39	343	
Increase (Decrease)	(1)	(4)	(10)	(5)	18	(18)	15	(11)	(12)	(10)	36	43	0	(8)	1	(214)	(135)	(24)	(35)	(20)	
% Increase (Decrease)	(1%)	(4%)	(53%)	(42%)	41%	(10%)	17%	(52%)	(80%)	(17%)	28%	67%	0%	(80%)	2%	(17%)	(18%)	(27%)	(47%)	(6%)	
CODE COMPLIANCE CERTIFICATES																					
No. of Applications Received	206					175					169					1188					
No. of CCC's Issued	179					165					145					1032					
No. Issued Within 20 Working Days	177					162					144					1019					
Average Processing Days	2					1.42					0.62					1.61					
% Completed within 20 Days	98.88%					98.18%					99.31%					99%					
CERTIFICATES OF ACCEPTANCE																					
Number Received	3					4					2					17					
No. of Cert's of Acceptance Issued	3					4					3					11					
NOTICES TO FIX																					
No. of Notices to Fix Issued	4					0					0					4					
EXEMPTIONS																					
No. of Exemptions Received	13					13					10					50					
No. of Exemptions Granted/Declined	12					0					0					25					
Note:- there is no statutory timeframe with																					
Natural Disasters																					
Number Received	1					3					2					10					

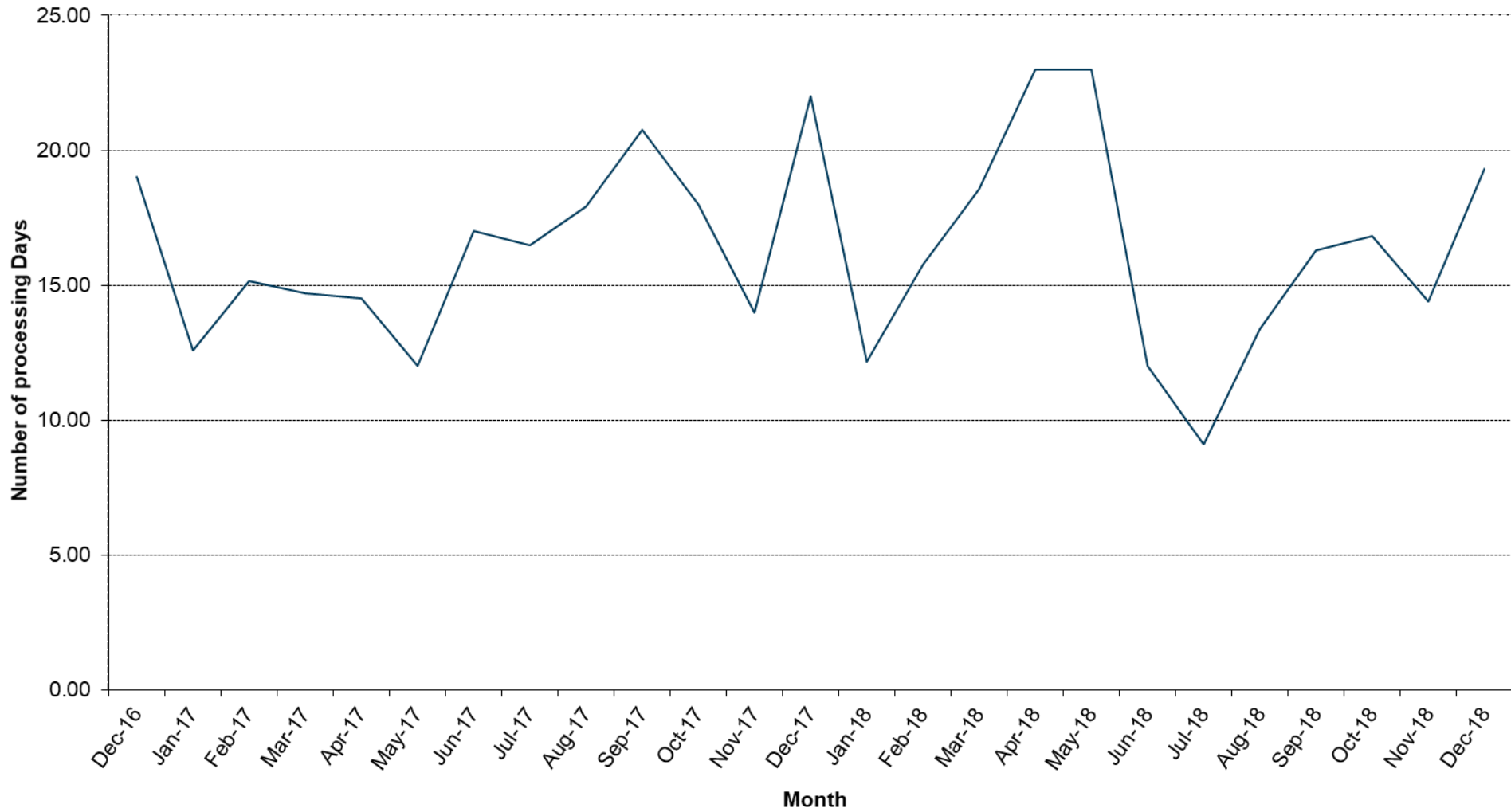
NUMBER OF SDC BUILDING CONSENTS ISSUED BY MONTH



Average Number of Processing Days for SDC Building Consents by Month

RESOURCE CONSENT STATISTICS - JULY 2018 - 30 JUNE 2019																	
TIMELINESS OF ISSUE																	
(includes issue of consents received prior to 1/7/17)																	
			Oct-18				Nov-18				Dec-18				YEAR TO DATE (1/7/18 - 30/06/19)		
Applications Received					58			77			39				354		
			Land Use	Subdivision	Total		Land Use	Subdivision	Total		Land Use	Subdivision	Total		Land Use	Subdivision	Total
Non Notified			42	20	62		33	11	44		29	4	33		213	72	285
Number Completed Within 20 Working Days			41	20	61		32	10	42		28	3	31		210	69	279
% Completed Within 20 Working Days			98%	16%	98%		97.00%	91%	95%		97%	75%	94%		99%	96%	98%
Average Processing Days			13.31	16.10	14.21		11.39	14.55	12.18		15.72	20	16		12.52	16.00	14.26
Notified (no hearing)			0	0	0		0	0	0		0	0	0		0	0	0
Number Completed Within 50 Working Days			0	0	0		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		N/A	N/A	N/A
Average Processing Days			0	0	0		0.00	0.00	0.00		0.00	0.00	0.00		0	0	0
Notified With Hearing			0	0	0		0	0	0		0	0	0		0	2	2
Number Completed Within 130 Working Days			0	0	0		0	0	0		0	0	0		0	2	2
% Completed Within 130 Working Days			N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		N/A	100%	100%
Average Processing Days			0	0	0		0	0	0		0	0	0		0	102	102
Limited Notification (no hearing)			0	0	0		0	0	0		0	0	0		2	2	4
Number Completed Within 65 Working Days			0	0	0		0	0	0		0	0	0		2	1	3
% Completed Within 65 Working Days			N/A	N/A	N/A		N/A	N/A	N/A		N/A	N/A	N/A		100%	50%	75%
Average Processing Days (inclusive where S37 used)			0	0	0		0.00	0.00	0		0.00	0.00	0.00		59	66	62
Limited Notification With Hearing			2	0	2		1	0	1		1	0	1		8	0	8
Number Completed Within 100 Working Days			2	0	2		1	0	1		0	0	0		5	0	5
% Completed Within 100 Working Days			100%	N/A	100%		100%	N/A	100%		0%	N/A	0%		63%	N/A	63%
Average Processing Days (inclusive where S37 used)			98	0	98		109	0	109		103	0	103		111	0	56
No deferred under Section 37																	
TOTAL ISSUES			44	20	64		34	11	45		30	4	34		223	76	299
NUMBER COMPLETED WITHIN PRESCRIBED TIMEFRAME			43	20	63		33	10	43		28	3	31		217	72	289
% COMPLETED WITHIN TIMEFRAME			98%	100%	98%		97%	91%	96%		93%	75%	91%		97%	95%	97%
AVERAGE PROCESSING DAYS			17	16	17		14	15	14		19	20	19		16	20	17

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

Environmental Health										
Number of Liquor Licences Issued			2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Club Licences			12	17	4	8	15	15	9	13
On Licences			26	21	24	23	24	24	30	19
Off Licences			16	9	12	16	11	11	19	12
General Managers & Club Managers combined from 1.7.14			133	142	171	134	160	160	122	135
Special Licences			124	142	134	106	127	127	118	78
Temporary Authorities			12	23	27	0	14	14	4	0
Total			336	379	380	287	351	351	302	257
Number of Licenced Food Premises / Trades			218	201	224	240	259	259	265	262
Reported Infectious Diseases			75	66	94	122	109	109	135	78
<u>Animal Control</u>			2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
No of Dogs Registered at Period End			11,003	11,434	11,814	12,352	12,710	13,202	13,524	13622
No of Dogs Unregistered at Period End			0	0	0	0	0	0	0	1
			11,003	11,434	11,814	12,352	12,710	13,202	13,524	13,623
			100%	100%	100%	100%	100%	100%	100.00%	99.99%
No of Dogs Legally Required to be Micro chipped			6,429	7,371	8,580	9,228	9,813	10,767	11454	11772
No of Dogs Micro chipped at Period End			5,446	6,265	7,490	8,358	9,223	9,890	10,660	10,907
% of Dogs Micro chipped			84.71%	85.00%	87.30%	90.57%	93.99%	91.85%	93.07%	92.65%
No of Owners at Period End			6,689	6,968	7,294	7,693	8,036	8,519	8956	9047
Urgent Number of Dog Related Complaints			704	677	756	1182	965	1300	1181	679
No of Dog Complaints attended to within 4 hours							965	1300	1181	679
% of complaints attended to within 4 hours							100%	100%	100%	100%
No. of Infringements Issued			47	77	78	130	211	186	603	454
Total Number of Dogs Classified as Menacing (by breed / deed)			47	39	56	65	77	79	76	70
Total Number of Dogs Classified as Dangerous			2	3	4	5	3	6	8	11
1 dog to be registered with owners infringement due for court action and dog to be seized if not paid										

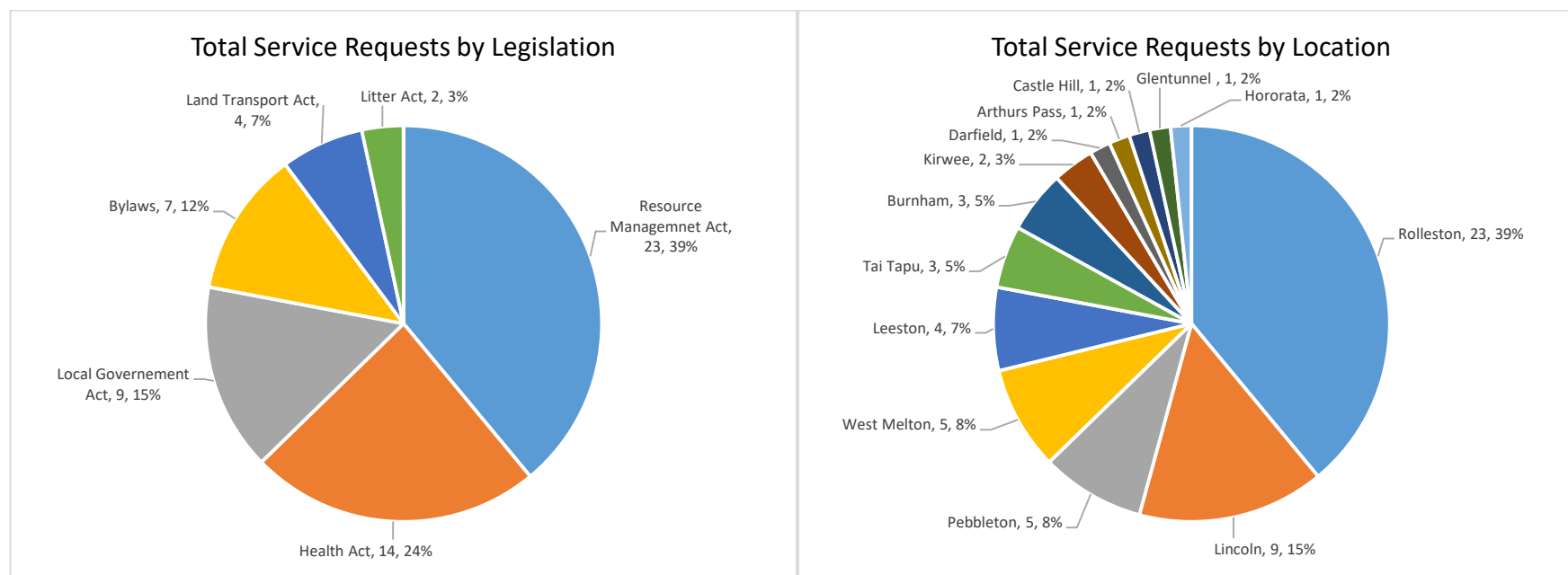
SDC Compliance Statistics – December 2018

98

New Cases Opened:	59	↓	Decreased by 9%	based on the last 12 months of data
Cases Closed:	55	↓	Decreased by 15%	based on the last 12 months of data
Active Cases:	66	↑	Increased by 33%	based on the last 12 months of data

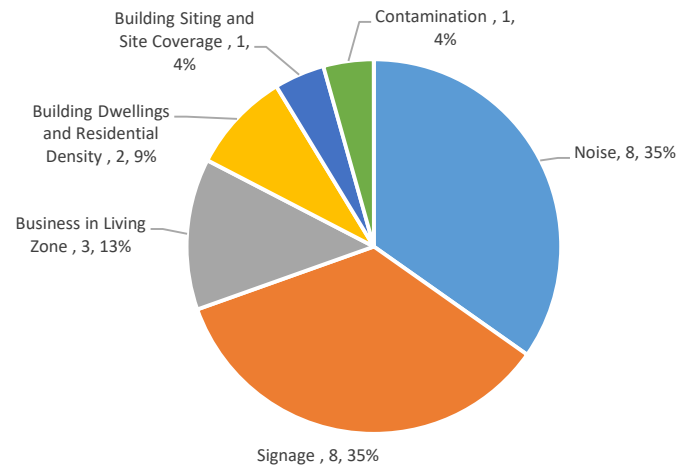
Monthly Summary:

The team this month has been busy with a vast variety of cases throughout the district in addition to monitoring 126 resource consents. During the month of December we had received a number of vehicle related and business complaints during the busy holiday season.

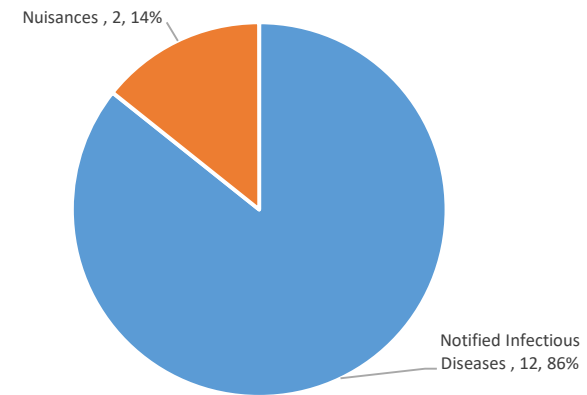


Further breakdown of service requests actioned under each legislation

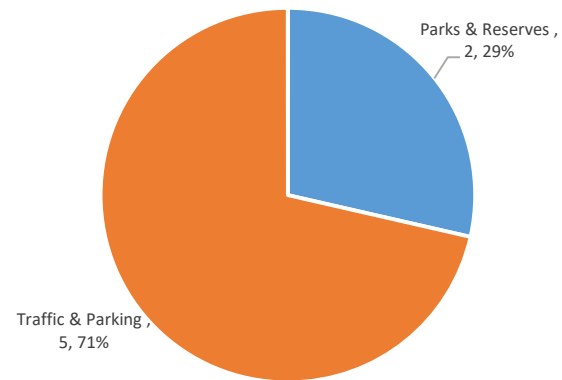
Resource Management Act



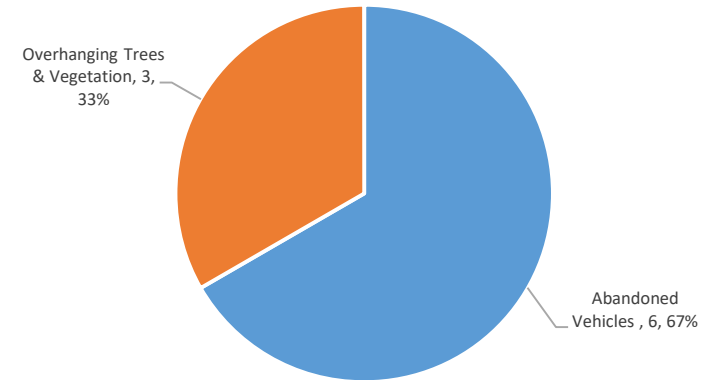
Health Act

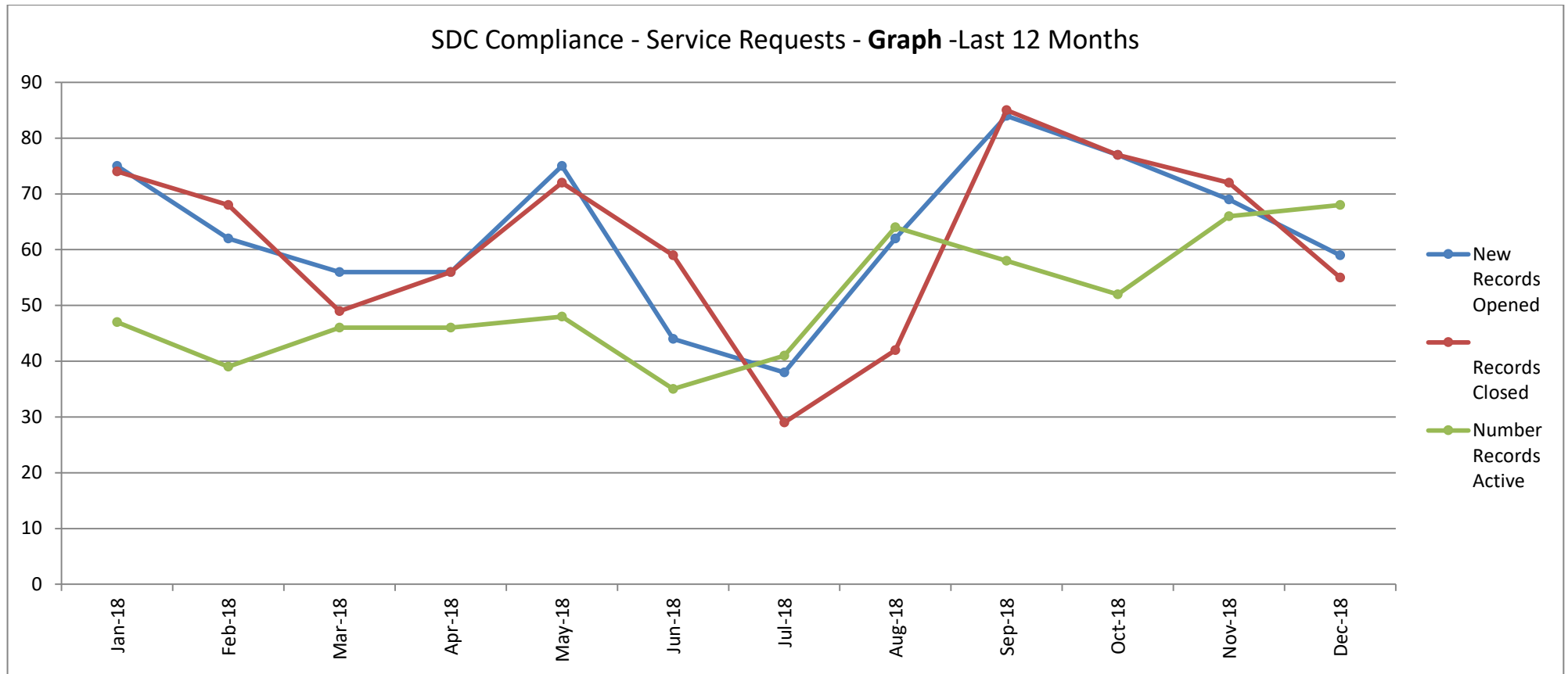
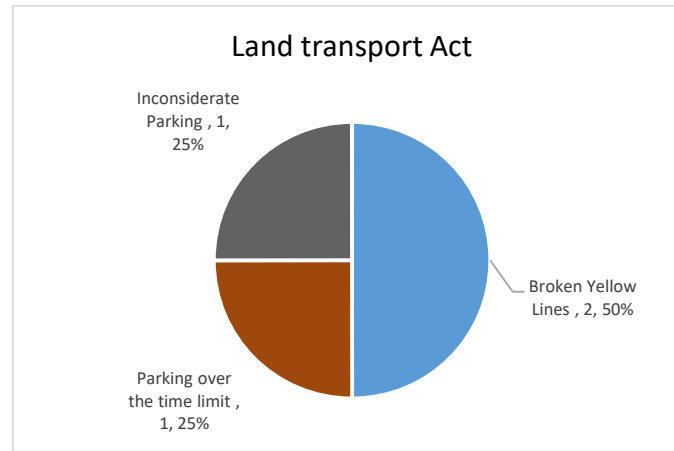


Bylaws



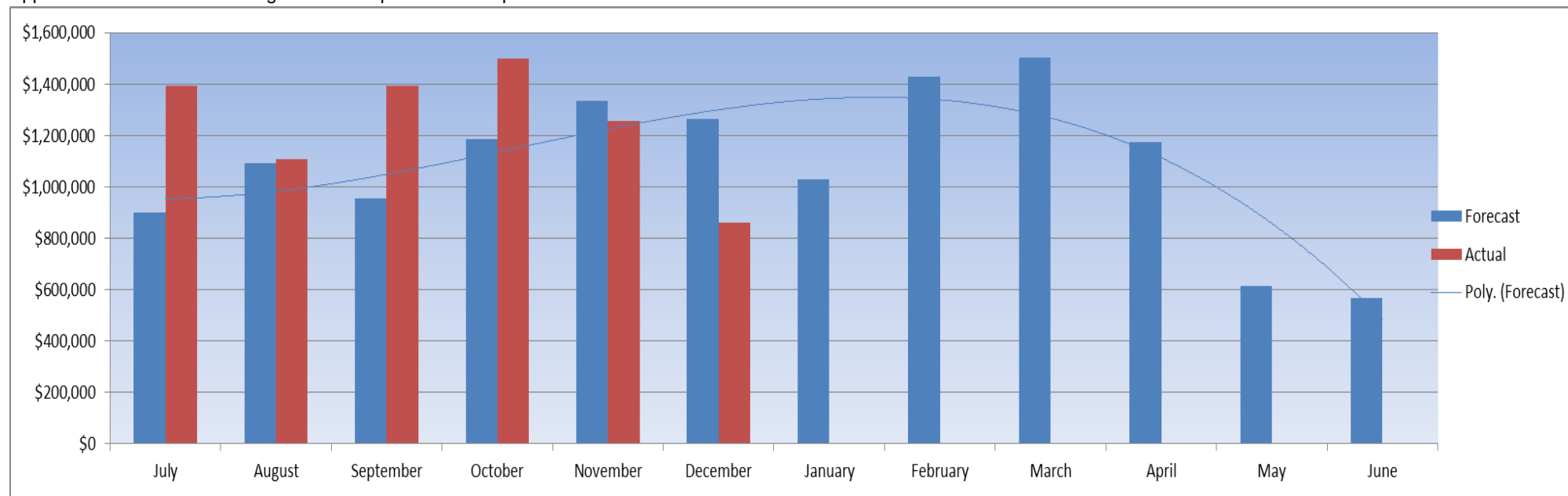
Local Governemnt Act





Appendix 4 Subsidised Roding detailed forecast expenditure

Selwyn District Subsidised Roading Programme 2018/19																						
Cat		GLID	FAR	in TIO NZTA Budget		8% July	17% August	25% September	33% October	42% November	50% December	58% January	67% February	75% March	83% April	92% May	100% June	Year to Date Total	YTD + 4cast Total			
111	Sealed Pavement Maintenance	4700420111	51	\$1,800,000	Forecast Actual	\$60,000 \$70,763	\$150,000 \$296,781	\$200,000 \$421,240	\$200,000 \$325,052	\$200,000 \$217,670	\$200,000 \$126,906	\$100,000 \$100,000	\$200,000 \$150,000	\$100,000 \$100,000	\$60,000 \$60,000	\$50,000 \$50,000		\$2,118,411	-\$318,411			
112	Unsealed Pavement Maintenance	4700420112	51	\$800,000	Forecast Actual	\$90,000 \$293,539	\$90,000 \$168,147	\$90,000 \$101,046	\$90,000 \$95,847	\$80,000 \$91,995	\$80,000 \$53,744	\$80,000 \$80,000	\$80,000 \$80,000	\$80,000 \$80,000	\$80,000 \$80,000	\$80,000 \$80,000		\$1,458,411	\$1,284,317	-\$484,317		
113	Routine Drainage Maintenance	4700420113	51	\$950,000	Forecast Actual	\$85,000 \$144,588	\$120,000 \$74,501	\$120,000 \$92,433	\$120,000 \$52,600	\$100,000 \$51,514	\$60,000 \$23,506	\$40,000 \$40,000	\$40,000 \$60,000	\$60,000 \$60,000	\$80,000 \$80,000	\$80,000 \$80,000		\$804,317	\$799,142	\$150,858		
114	Structures Maintenance	4700420114	51	\$200,000	Forecast Actual	\$10,000 \$8,854	\$10,000 \$24,359	\$10,000 \$10,585	\$30,000 \$5,741	\$20,000 \$4,666	\$20,000 \$1,447	\$10,000 \$10,000	\$20,000 \$20,000	\$20,000 \$20,000	\$10,000 \$10,000	\$10,000 \$10,000		\$439,142	\$145,652	\$54,348		
121	Environmental Maintenance	4700428121	51	\$819,000	Forecast Actual	\$150,000 \$150,402	\$109,000 \$98,345	\$80,000 \$74,498	\$80,000 \$68,095	\$40,000 \$90,072	\$40,000 \$66,377	\$40,000 \$70,000	\$60,000 \$80,000	\$60,000 \$80,000	\$60,000 \$80,000	\$60,000 \$80,000		\$55,652	\$887,789	-\$68,789		
122	Traffic Services Maintenance	4700428122	51	\$950,000	Forecast Actual	\$90,000 \$151,712	\$80,000 \$142,992	\$80,000 \$133,795	\$90,000 \$116,026	\$80,000 \$116,632	\$70,000 \$106,703	\$70,000 \$70,000	\$80,000 \$80,000	\$80,000 \$80,000	\$80,000 \$80,000	\$80,000 \$80,000		\$767,860	\$1,227,860	-\$277,860		
123	Operational Traffic Management	4700428123	51	\$75,000	Forecast Actual	\$9,000 \$45	\$6,000 \$45	\$6,000 \$2,948	\$6,000 \$45	\$6,000 \$44	\$6,000 \$44	\$6,000 \$6,000	\$6,000 \$6,000	\$6,000 \$6,000	\$6,000 \$6,000	\$6,000 \$6,000		\$3,172	\$39,172	\$35,828		
124	Cycle Path Maintenance	4700428124	51	\$50,000	Forecast Actual	\$5,000 \$1,689	\$4,000 \$1,695	\$4,000 \$132	\$5,000 \$1,643	\$4,000 \$731	\$4,000 \$2,600	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000		\$8,490	\$32,490	\$17,510		
125	Footpath Maintenance	4700428125	51	\$400,000	Forecast Actual	\$0 \$0	\$10,000 \$0	\$20,000 \$0	\$20,000 \$0	\$60,000 \$0	\$40,000 \$253,975	\$20,000 \$20,000	\$50,000 \$50,000	\$50,000 \$50,000	\$40,000 \$40,000	\$0 \$0	\$0	\$413,975	-\$13,975			
131	Level Crossing Warning Devices	4700429131	51	\$50,000	Forecast Actual	\$4,000 \$787	\$4,000 \$2,086	\$4,000 \$1,417	\$4,000 \$1,242	\$6,000 \$1,452	\$4,000 \$1,360	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000		\$8,345	\$32,345	\$17,655		
151	Network and Asset Management	4700429151	51	\$950,000	Forecast Actual	\$120,000 \$78,072	\$69,000 \$24,335	\$89,000 \$31,856	\$50,000 \$113,134	\$50,000 \$25,574	\$120,000 \$25,845	\$50,000 \$424,000	\$50,000 \$584,000	\$120,000 \$634,000	\$50,000 \$504,000	\$80,000 \$464,000	\$120,000 \$494,000		\$768,816	\$181,184		
Total Maintenance & Operations				\$7,044,000	Forecast Actual	\$723,000 \$900,452	\$643,000 \$833,287	\$714,000 \$869,950	\$636,000 \$779,425	\$606,000 \$600,349	\$606,000 \$662,507	\$424,000 \$0	\$584,000 \$0	\$634,000 \$0	\$504,000 \$0	\$464,000 \$0	\$494,000 \$0	\$7,749,970	\$705,970			
					Actual	\$900,452	\$833,287	\$869,950	\$779,425	\$600,349	\$662,507	\$0	\$0	\$0	\$0	\$0	\$0		110%			
211	Unsealed Road Metalling	4700423211	51	\$1,050,000	Forecast Actual	\$200,000 \$422,259	\$400,000 \$237,423	\$150,000 \$284,934	\$20,000 \$30,458	\$20,000 \$33,914	\$20,000 \$20,470	\$20,000 \$20,000	\$20,000 \$20,000	\$20,000 \$20,000	\$20,000 \$20,000	\$40,000 \$40,000		\$1,169,458	-\$119,458			
212	Sealed Road Resurfacing	4700423212	51	\$3,500,000	Forecast Actual	\$30,000 \$3,105	\$10,000 \$13,764	\$10,000 \$112,477	\$250,000 \$429,609	\$450,000 \$336,191	\$450,000 \$131,754	\$450,000 \$600,000	\$600,000 \$600,000	\$400,000 \$400,000	\$100,000 \$100,000	\$10,000 \$10,000		\$3,186,899	\$313,101			
213	Drainage Renewals	4700423213	51	\$150,000	Forecast Actual	\$20,000 \$38,916	\$20,000 \$15,189	\$20,000 \$46,629	\$20,000 \$4,416	\$20,000 \$104,423	\$10,000 \$26,313	\$6,000 \$4,000	\$4,000 \$10,000	\$10,000 \$10,000	\$5,000 \$5,000	\$5,000 \$5,000		\$275,886	-\$125,886			
214	Pavement Rehabilitation	4700423214	51	\$1,240,000	Forecast Actual	\$0 \$4,251	\$0 \$542	\$40,000 \$28,933	\$200,000 \$241,329	\$100,000 \$164,918	\$100,000 \$1,753	\$100,000 \$200,000	\$200,000 \$200,000	\$200,000 \$200,000	\$0 \$0	\$0 \$0		\$1,141,727	\$98,273			
215	Structures Component Replacement	4700423215	51	\$110,000	Forecast Actual	\$4,000 \$241	\$0 \$229	\$0 \$229	\$20,000 \$229	\$20,000 \$0	\$20,000 \$228	\$0 \$0	\$20,000 \$20,000	\$20,000 \$20,000	\$6,000 \$6,000	\$0 \$0		\$47,156	\$62,844			
222	Traffic Services Renewals	4700905222	51	\$275,000	Forecast Actual	\$25,000 \$23,319	\$20,000 \$6,424	\$20,000 \$49,318	\$40,000 \$13,664	\$20,000 \$18,201	\$20,000 \$18,572	\$30,000 \$606,000	\$20,000 \$844,000	\$20,000 \$870,000	\$20,000 \$670,000	\$20,000 \$151,000	\$20,000 \$75,000		\$259,498	\$15,502		
Total Renewals				\$6,325,000	Forecast Actual	\$273,000 \$492,091	\$250,000 \$273,570	\$244,000 \$522,520	\$230,000 \$719,705	\$230,000 \$657,648	\$230,000 \$199,091	\$606,000 \$0	\$844,000 \$0	\$870,000 \$0	\$670,000 \$0	\$151,000 \$0	\$75,000 \$0	\$6,080,625	\$244,375			
Total Maintenance & Operations and Renewals				\$13,369,000	Forecast Actual	\$1,392,543 \$1,392,543	\$1,106,857 \$1,106,857	\$1,392,470 \$1,392,470	\$1,499,130 \$1,499,130	\$1,257,997 \$1,257,997	\$861,599 \$861,599	\$1,030,000 \$0	\$1,428,000 \$0	\$1,504,000 \$0	\$1,174,000 \$0	\$615,000 \$0	\$569,000 \$0	\$13,830,595	-\$461,595			
					Actual %	10.4%	19%	29%	40%	50%	56%	56%	56%	56%	56%	56%		103%				
Cat		GLID	FAR	in TIO NZTA Budget		8% July	17% August	25% September	33% October	42% November	50% December	58% January	67% February	75% March	83% April	92% May	100% June	Year to Date Total	YTD + 4cast Total			
324	LED Upgrade - Implementation	4700900108	85	\$1,858,415	Forecast Actual	\$20,000 \$8,484	\$40,000 \$25,853	\$440,000 \$43,390	\$40,000 \$20,553	\$400,000 \$15,680	\$400,000 \$54,370	\$40,000 \$40,000	\$40,000 \$40,000	\$400,000 \$40,000	\$40,000 \$40,000	\$40,000 \$40,000	\$300,000 \$300,000		\$168,330	\$1,858,415	\$0	
324	Walkers Road Widening	470090083	51	\$375,247	Forecast Actual	\$0 \$0	\$0 \$0	\$109,000 \$109,000	\$0 \$0	\$5,000 \$0	\$5,000 \$0	\$5,000 \$100,000	\$300,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000	\$0 \$0	\$0 \$0		\$109,000	\$614,000	-\$238,753	
341	Low Cost/Low Risk Improvement Projects	4700431341	51	\$406,000	Forecast Actual	\$5,000 \$1,140	\$5,000 \$1,140	\$5,000 \$1,140	\$5,000 \$7,201	\$20,000 \$0	\$20,000 \$1,140	\$30,000 \$0	\$50,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000	\$50,000 \$50,000		\$11,760	\$441,760	-\$35,760	
341	LCLR Lighting Dunns Crossing/Goulds Intersection	470043134101	51	\$70,000	Forecast Actual	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$20,000 \$0	\$0 \$0	\$0 \$0	\$50,000 \$20,000	\$0 \$0	\$0 \$0	\$0 \$0		\$50,000	\$20,000		
341	LCLR Pedestrian crossing points	470043134102	51	\$80,000	Forecast Actual	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$20,000 \$20,000	\$60,000 \$60,000	\$0 \$0	\$0 \$0		\$80,000	\$0		
341	LCLR Doyleston to Leeston Cycleway	470043134103	51	\$895,000	Forecast Actual	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$20,000 \$0	\$30,000 \$30,000	\$50,000 \$50,000	\$100,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000	\$495,000 \$495,000		\$875,000	\$20,000		
341	LCLR Footpath extension	470043134104	51	\$400,000	Forecast Actual	\$0 \$0	\$0 \$0	\$0 \$173	\$0 \$0	\$20,000 \$6,437	\$20,000 \$3,011	\$30,000 \$30,000	\$50,000 \$50,000	\$100,000 \$100,000	\$100,000 \$100,000	\$50,000 \$50,000	\$30,000 \$30,000		\$369,621	\$30,379		
Total Local Road Improvements				\$4,084,662																		
432	Promotion, Education and Advertising	4700430432	51	\$220,000	Forecast Actual	\$13,781 \$7,208	\$10,000 \$10,406	\$15,000 \$14,237	\$15,000 \$15,721	\$10,000 \$8,234	\$20,000 \$6,032	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000		\$61,839	\$151,839	\$68,161		
Total Road Safety Promotion				\$220,000																		
3	AMP Strategic and Program Business Case Development	4700420003	51	\$20,000	Forecast Actual	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$20,000 \$20,000		\$20,000	\$0		
Total Investment Management				\$20,000																		
Total				\$4,324,662	Forecast Actual	\$36,761 \$16,832	\$25,000 \$37,399	\$260,000 \$167,941	\$80,000 \$43,475	\$95,000 \$30,350	\$85,000 \$64,553	\$150,000 \$0	\$505,000 \$0	\$885,000 \$0	\$515,000 \$0	\$305,000 \$0	\$910,000 \$0	\$4,460,635	-\$135,973			
					Actual Total	\$16,832	\$37,399	\$167,941	\$43,475	\$295,997	\$360,550	\$360,550	\$360,550	\$360,550	\$360,550	\$360,550	\$360,550	\$360,550		-\$597,568		



	2019	2019	2019	2019	2019	2019	
	YTD Actual	YTD Budget	Variance f/(u)	FY forecast	FY budget	Variance f/(u)	note
Subsidised Roding summary	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Maintenance and operations	4,646	3,950	(696)	7,750	7,044	(706)	1
Renewals	2,865	3,076	211	6,081	6,325	244	2
Capital projects	277	980	703	2,472	2,233	(239)	
Low Cost Low Risk	21	140	119	1,816	1,851	35	
Road Safety	62	110	48	152	220	68	
Transport Planning	-	10	10	20	20	-	
Total	7,871	8,266	395	18,291	17,693	(598)	
1	see note 2 of Transportation FIS						
2	see note 3 of Transportation FIS						

REPORT

TO: Chief Executive, Selwyn District Council

FOR: Council Meeting – 13 February 2019

FROM: Strategy and Policy Planner, Rachael Carruthers

DATE: 22 January 2019

SUBJECT: PLAN CHANGE 59 – DECISION ON HOW TO CONSIDER THE PRIVATE PLAN CHANGE REQUEST RECEIVED FROM G W WILFIELD LTD

RECOMMENDATION

‘That in respect to Plan Change 59 to the Selwyn District Plan lodged by GW Wilfield Ltd, Council resolves to accept the request for notification pursuant to Clause 25 (2)(b) of the Resource Management Act 1991.’

1. PURPOSE

This report assesses the GW Wilfield Ltd (‘the applicant’) plan change request (‘PC 59’) against the relevant Resource Management Act 1991 (RMA) provisions. This assessment has been provided to assist Council to make a decision on how to process the request. This is a mandatory decision that must occur within 30 working days of receiving the request and any subsequent additional information necessary to enable a reasonable understanding of what is being proposed.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report does not trigger the Council’s Significance Policy. This is a procedural requirement of the RMA.

3. HISTORY/BACKGROUND

The plan change request from the applicant was formally received by Council on 12 November 2018. Since lodgement the application has been reviewed in terms of adequacy of the information provided, with peer review comments having been received on traffic, infrastructure servicing, landscape and visual impact assessment, market commentary and planning matters. Several minor amendments have been made to the application in response to the above peer reviews.

The request relates to existing residential zoned land on the south side of West Melton known as ‘Wilfield’. The request seeks to rezone approximately 73.5 hectares of Living 2 and 2A zoned land to a Living WM South Zone. Its location is indicated on the aerial photograph in Figure 1 overleaf:

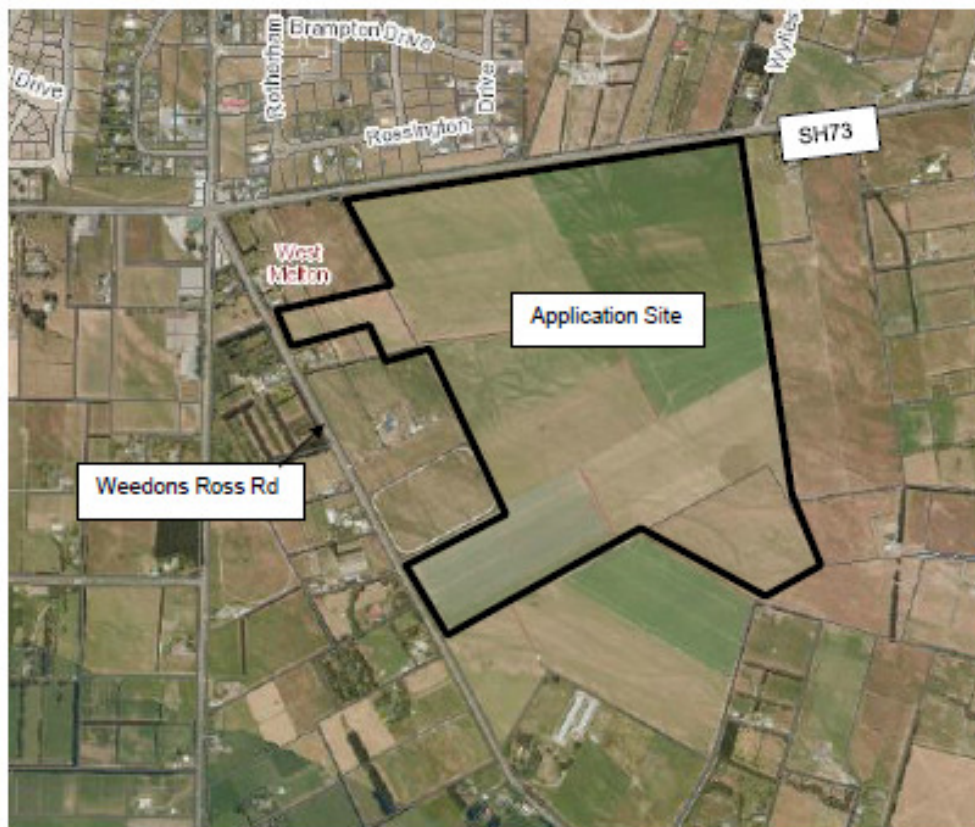


Figure 1: Aerial photograph of site (Source: Canterbury Maps)

The site subject to PC 59 is 73.5 hectares of land located on the south side of West Coast Road/State Highway 73, bounded by Weedons Ross Road to the west.

The requested changes provide for:

- A residential density in the Living 2 Zone that reflects the existing urban environment and;
- A greater density of development, than that currently permitted, in the Living 2A Zone.

PC 59 relies on existing objectives and policies for the Living 2A zone but proposes a number of amended rules which will specifically relate to development within the site.

PC 59 will principally affect the areas that are not already more intensively developed. The proposal is to reduce the minimum permitted lot size in this area from the current 5000m² – 1ha to allow the creation of 1100m² – 3000m² lots. The proposal reflects what has already occurred in the northern half of the site and provides for an additional 70 or so lots in the south-eastern portion of the site.

Attachment 1 contains the requested changes to the district plan, while Attachment 2 contains the proposed Outline Development Plan. Access to the full request has been forwarded to Councillors and made available to members of the public on Council's website.

Officers' conclusions are that all the information necessary to understand the request has now been provided and that a decision can be made on how to process PC 59.

4. PROPOSAL

Any person may request a change to a District Plan and Council must consider that request. Under Clause 25 of the First Schedule to the RMA, Council must either reject, accept or adopt the request, or process it as a resource consent.

An assessment of each of these options is considered in the following section of this report.

5. OPTIONS

Option 1 - Reject the request

Under Clause 25(4), the grounds for rejecting PC 59 outright are that:

- a. That the request is frivolous or vexatious
- b. The substance of the request has been considered by the Council or the Environment Court in the last two years
- c. The request does not accord with sound resource management practice
- d. The request would make the District Plan inconsistent with Part 5 of the RMA
- e. The District Plan has been operative for less than two years

Section 18 of the Greater Christchurch Regeneration Act 2016 ('the GCRA') provides an additional ground for rejecting a request for a plan change. Council may reject the request in whole or in part on the ground that, within the last two years, the substance of the request or part of the request has been considered and given effect to, or rejected, under the Canterbury Earthquake Recovery Act 2011.

Is the request frivolous and/or vexatious?

The content of PC 59 is not considered to be frivolous or vexatious. The request would have to be serving no serious purpose or value to be rejected on these grounds, which is not the case given the comprehensive nature of this application.

Has the substance of the request been dealt with in the last two years?

The substance of the request has not been dealt with by Council in the last two years, under either the RMA or the GCRA.

The Wilfield site has been the subject of multiple subdivision and land use consents since 2014. Those resource consents have collectively provided for a residential form that is denser than originally envisaged for the Living 2 Zone at West Melton, but remains of a lower density than is typically found in the West Melton Living 1 zone.

Does the request accord with 'sound resource management practice'?

The site subject to PC 59 is currently zoned Living 2 and Living 2A. The plan change application seeks to provide for a greater density of development in the Wilfield Living 2A Zone than is currently permitted. It should be noted that PC 59 does not generally seek to increase the existing developed density of residential development in the current Living 2 zone, except that part of the zone that adjoins a proposed reserve associated with the high voltage transmission line corridor and is currently undeveloped.

This would be resolved with the insertion of an ODP into the district plan as proposed by PC 59, and reverse sensitivity effects would be addressed through the design of the ODP which includes a number of mitigation measures. Given this it is considered that the proposed plan change accords with sound resource management practice.

Is PC 59 consistent with Part 5 of the RMA?

PC 59 is broadly consistent with the provisions of Part 5 – Standards, Policy Statements and Plans and the need for any district plan change to give effect to the higher order Regional Policy Statement. PC 59 encompasses matters that are within the scope of the district plan and has addressed all the relevant requirements of national policy statements

Has the District Plan been operative for less than two years?

This matter for rejecting private plan change requests is not applicable as the District Plan was made partially operative in June 2008, with the two year moratorium having lapsed some time ago.

Has the request been considered previously under the Canterbury Earthquake Recovery Act 2011?

The scope and substance of the PC 59 request has not been considered and given effect to, or rejected, under the Canterbury Earthquake Recovery Act 2011.

In conclusion, there are considered to be no sound reasons to reject the request under the current set of circumstances.

Option 2: Adopt the Plan Change request

Adopting the request means that the Council effectively takes over the application so that it becomes a council-initiated plan change rather than a private application. Adopting PC 59 implies that Council generally supports the proposal. Under Council's Private Plan Change Policy, Council will consider adoption only if the change has:

Strategic benefit

PC 59 does not give effect to any adopted strategic vision of the Council.

Substantial community benefit

PC 59 proposes community benefit through positively impacting on the wider community economically (i.e. providing increased population, providing construction). The plan change could result in increased population and employment through construction on the site. This would not be considered substantial.

A cost element which might require negotiations to occur between the landowner and the applicant

PC 59 may involve a cost to Council if the services (roading, water, sewer and stormwater) are ever vested in Council. This is likely to occur, in line with similar plan changes, and Council would be responsible for the operation and ongoing maintenance of the systems. Overall the cost to Council from any infrastructure vested would be minimal and in line with similar private plan change proposals.

Involves a complex issue

PC 59 is not particularly complex.

A number of landowners

There is only one land owner currently – the developer – GW Wilfield Ltd.

There remains a number of merit-based matters to consider at the substantive hearing stage, with the potential that other matters may be raised by other interested parties through the submissions process. Adopting the request would result in Council having to fund the remainder of the process, thereby relinquishing the ability to recover costs from the applicant.

It is not recommended that the Council adopt the request for the above reasons.

Option 3: Accept the Plan Change request

Accepting PC 59 would enable the application to be publicly notified and for the request to be subject to the participatory processes provided under the RMA. This in turn, would provide Council with a more informed understanding of the community's stance on this specific proposal.

Council retains the right to lodge submissions or further submissions to ensure there is sufficient scope to support amendments that may address any concerns with the potential plan change. No direct costs would be incurred by the Council or rate payers in accepting the request, although the preparation of any Council submission could not be on-charged.

Accepting the plan change request is the recommended option under the current set of circumstances.

Option 4: Convert to a Resource Consent Application

The final option open to the Council is to process PC 59 as a resource consent. The request seeks to rezone land already zoned Living 2 and Living 2A, and to amend a number of site specific rules to guide future development in accordance with an ODP. These are matters best addressed through a comprehensive plan change process rather than reliance on resource consent applications which may not provide the outcomes anticipated by the District Plan.

Processing the request as a resource consent is not therefore considered appropriate.

Recommended Option:

Option 3, to accept PC 59 for further consideration, is recommended.

The consideration of the request at this stage is limited to a coarse scale assessment of the contents of the plan change to ensure that firstly, the content and implications of the proposal can be generally understood; and secondly that the request is not in direct conflict with other planning processes and statutory instruments.

There are not considered to be sufficient grounds to reject the plan change request when assessed against the statutory powers available to Council under the RMA. The most appropriate course of action is to accept PC 59 for notification.

The RMA affords the opportunity for the applicant to request changes to the District Plan and prescribes the timeframes that Council must adhere to in processing the request. The recommended option to accept PC 59 for notification will enable the request to be publicly notified, submissions and further submissions received and for the substantive merits of the proposal to be considered at a public hearing.

Accepting the request for notification does not signal that Council necessarily supports the proposal. The opportunity remains for Council to recommend that the request be supported, amended or opposed at the subsequent hearing through a formal submission or further submission. The benefit in accepting the request is that public input can be received to inform the overall assessment of the merits of the proposal.

6. VIEWS OF THOSE AFFECTED / CONSULTATION

(a) Views of those affected

The content of PC 59 will be subject to the statutory consultative provisions of the RMA where the opportunity for public involvement is mandatory. The recommendation to accept the request for notification will require Council to publicly notify PC 59 and serve notice on all directly affected parties and organisations, who then have the opportunity to participate in the ongoing process.

(b) Consultation

The request identifies that the applicant has consulted with Selwyn District Council staff in the preparation of the proposal for PC 59. As outlined above, the recommendation to accept PC 59 will advance the request to the point where members of the public and interested parties can participate in the process through submissions, further submissions and the hearing.

(c) Māori implications

The applicant has initiated consultation with local runanga via Mahaanui Kurataiao Ltd, who have provided initial comments.

7. FUNDING IMPLICATIONS

The applicant is responsible for the costs associated with processing a private plan change request, with Council costs being fully recoverable. Council would be responsible for the cost of defending its decision should it be appealed to the Environment Court.

8. HAS THE INPUT/IMPACT FROM/ON OTHER DEPARTMENTS BEEN CONSIDERED?

The contents of the request, including relevant technical reports were circulated to Council's Asset Managers for review and comment.



Rachael Carruthers
STRATEGY AND POLICY PLANNER

Endorsed For Agenda



Tim Harris
ENVIRONMENTAL SERVICES MANAGER

Request to Change the Selwyn District Plan under Clause 21 of the First Schedule of the Resource Management Act 1991

TO: The Selwyn District Council

GW Wilfield Ltd requests changes to the Selwyn District Plan as described below.

1. The location to which this request relates is:
 - On the south side of West Coast Road/State Highway 73, bounded by Weedons Ross Road to the west. A location plan/outline development plan is attached in Appendix 1.
 - Total Area: 73.5ha
 - Legal Descriptions: See **Attachment 1**.
2. The Proposed Plan Change undertakes the following in the Township Volume (changes underlined or ~~struck through~~):
 1. To amend the Selwyn District Plan Planning Maps, by rezoning the site to Living (WM South) Zone.
 2. To amend Township Volume, Appendix 20 ODP West Melton by deleting the existing ODP and replacing it with the two ODPs attached in **Attachment 2**.
 3. To amend Township Volume, Appendix 20A ODP West Melton headings as follows:

Outline Development Plan & Layer Plan – Living WM North (West Melton North) Zone

Appendix 20A – Living WM North Zone – Outline Development Plan

Appendix 20A – Living WM North Zone – Movement Network Plan

Appendix 20A – Living WM North Zone – Green Blue Network Plan

Appendix 20A – Living WM North Zone – Outline Development Plan

Appendix 20A – Living WM North Zone – Movement Network Plan

Appendix 20A – Living WM North Zone – Green Blue Network Plan
 4. To amend A4.5 Townships and Zone, Table A4.4 Description of Township Zones, as follows:

Zone	Description

<u>Living WM</u>	A living zone specific to West Melton township. Provides for a range of residential densities. The <u>Living WM North Zone</u> , located north of State Highway 73, provides for medium and low density residential areas. The <u>Living WM South Zone</u> , located south of State Highway 73, provides for a <u>predominantly lower building density than other parts of West Melton</u> .
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5. To amend Section B4 Growth of Townships, Residential Density – Anticipated Environmental Results, as follows:

- Living 2 and WM South Zones are low density residential areas

...

- Integrated development, in the Living WM North Zone, achieving high quality urban design whilst also allowing residential growth to occur to meet target household numbers.

6. To amend Part B Section B4 Growth of Townships Policy B4.3.98 as follows:

Provide a primary focus for new residential or business development north of State Highway 73 and south of Halkett Road, and to allow only a limited extent of new low density residential development south of State Highway 73.

Explanation and Reasons

West Melton has developed with community facilities on both the northern and southern sides of State Highway 73. Residential development has taken place north of the highway centred on Westview Crescent, and to a lower density south of State Highway 73 east of Weedons Ross Road. ~~The primary focus for future growth of the township is to be provided for north of the State Highway. Limited n~~ New residential growth will be enabled south of the highway but will be limited in extent and density to minimise effects on the safety and efficiency of the highway. A pedestrian/cycle link has ~~will also be been provided under~~ across the highway to provide an alternative connection between the two areas. This pattern of growth is consistent with maintaining a consolidated form for the future growth of the township, and with Policy B2.1.18 and Town Form Policy B4.3.6.

7. To amend Part B Section B4 Growth of Townships Policy B4.3.101 as follows:

Promote new residential areas in West Melton that maintain the lower residential density of the existing village, where practical, whilst providing for the efficient and effective development of the Living WM North zone.

Explanation and Reasons

West Melton village is an area with larger section sizes than those found in most townships in Selwyn District, particularly those close to Christchurch. Policy B4.3.101 recognises the character of the existing village and the support for larger section sizes in the Township survey results for West Melton (November 1998). A wide variety of lot sizes in response to market demand, have been provided for, but recognising the potential for West Melton to provide a lower density alternative living environment near Christchurch. However, the efficient and effective development of the Living WM North zone must be provided for to achieve the anticipated residential growth for this zone.

8. To amend Part C Living Zone Rules – Buildings, Rule 4.17 as follows:

Permitted Activities – Fences Adjoining Reserves

4.17.2 Any fencing erected parallel to or generally parallel to and within 5m of any Council reserve in the Living WM South Zone, shall be limited to a single post and rail fence with a maximum height of 1.2m and be at least 50% open.

[and consequential renumbering]

9. To amend Part C Living Zone Rules – Buildings, Rule 4.6.2.1 as follows:

The erection of any dwellings in the Living WM Zone shall comply with the building densities and locations shown on the Outline Development Plan and associated Layer Plans (Appendix 20 and 20A) for this zone.

10. To amend Part C Living Zone Rules – Buildings, Table C4.1 Site Coverage Allowances as follows:

Zone		Coverage
<u>Living WM North</u>	Including garage	40%
	Excluding garage	40% minus 36m ²
	Emergency Services only	50%
<u>Living WM South</u>	<u>Site size <1200m²</u>	<u>30%</u>
	<u>Site size 1200m²-1800m²</u>	<u>25%</u>

	<u>Site size >1800m²</u>	<u>Lesser of 20% or 500m²</u>
	<u>Emergency services only</u>	<u>50%</u>

11. To amend Part C Living Zone Rules – Buildings, Rule 4.6.5 as follows:

Except as provided in Rule 4.6.6, the erection on any allotment of any building (other than an accessory building) which does not comply with Rule 4.6.1, 4.6.2.1 or Rule 4.6.3 shall be a discretionary activity in Living 1 zones and the Living WM North Zone.

12. To amend Part C Living Zone Rules – Buildings, Rule 4.6.6 as follows:

The erection on an allotment of any building (other than an accessory building) which does not comply with Rule 4.6.1 shall be a non-complying activity in the Living Z, 1A, 1A2, 1A3, 1A4 and Living 1A6 Deferred zones at Prebbleton and all Living Z, 2, 2A, WM South and Living 3 zones.

13. To amend Part C Living Zone Rules – Buildings, Rule 4.9.20 as follows:

Any dwelling within the area shown in Appendix 20 (Living 1B and Living 2 WM South zones) or Appendix 20A (Living WM North Zone) shall be set back at least 40 metres from State Highway73.

14. To delete Part C Living Zone Rules – Buildings, Rule 4.9.21 as follows:

~~Any dwelling in the Living 2A Zone at West Melton shall have:~~

~~4.9.21.1 A setback from any internal boundary of not less than 6 metres.~~

~~4.9.21.2 A setback from any road boundary of not less than 10 metres.~~

15. To amend Part C Living Zone Rules – Subdivision, Table C12.1 Allotment Sizes as follows:

West Melton	Living 2	5,000m ²
	Living 2A	Maximum number of allotments is 10, and a minimum allotment size of 1 ha.

	Living WM <u>North</u> Medium Density	Minimum lot area of 500m ² and maximum lot area of 3000m ² (Appendix 20A)
	<u>Living WM South</u> (except Low Density)	Minimum lot area of 1100m ² and maximum lot area of 3000m ² (Appendix 20)
	Living WM <u>North and South</u> Low Density	Minimum lot area of 3000m ² and maximum lot area of 5000m ² (Appendix 20A, Appendix 20).
	So that a total of 292 allotments must be achieved across the whole Living WM <u>North</u> Zone	

15. To amend Part C Living Zone Rules – Subdivision, Rule 12.1.3.54 as follows:

Any subdivision of land within the area shown in Appendix 20 (Living 1, Living 1B, ~~Living 2, Living 2A~~ Living WM South or Rural Zones) or Appendix 20A (Living WM North Zone) at West Melton complies with the layout and contents of the Outline Development Plan shown in Appendix 20 and Appendix 20A respectively; and

16. To amend Part C Living Zone Rules – Subdivision, Rule 12.1.3.55 as follows:

Any subdivision of land within the area shown in Appendix 20 and 20A shall:

(a) provide a bund for mitigation of traffic noise along the frontage of State Highway 73 to a height of not less than 2 m and a width of not less than 8.5 m, which shall be landscaped by retention of existing hedges or new planting of sufficient height to visually screen dwellings from the highway;

~~(b) if it is within the area shown in Appendix 20, provide a pedestrian/cycle underpass beneath State Highway 73 between the Living 1 and Living 2 Zones, prior to titles being issued for more than 30 dwellings in the Living 2 Zone.~~

(be) if it is within the area shown in Appendix 20A, be subject to an Accidental Discovery Protocol where in the event of any discovery of suspected cultural/archaeological remains (e.g. concentrations of shell, charcoal or charcoal-stained soil, fire-fractured stone, bottles, pieces of glass or ceramics, bones etc) during the undertaking of earthworks and/or the installation of

services, the following protocol shall be followed by the consent holder, or his/her representative:

- Cease all earthworks immediately; and
- Contact the local Rūnanga being Te Taumutu Rūnanga; and
- Contact the Regional Archaeologist at the Christchurch office of the New Zealand Historic Places Trust (03 365 2897); and
- Do not commence earthworks until approval in writing has been given by the Regional Archaeologist of the New Zealand Historic Places Trust, as required under the Historic Places Act 1993.

17. To delete Part C Living Zone Rules – Subdivision, Rule 12.1.3.56 as follows:

~~In the Living 2A Zone at West Melton, the maximum number of allotments is 40.~~

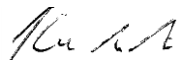
18. To amend Part C Living Zone Rules – Subdivision, Rule 12.1.3.57 as follows:

No subdivision of land in the Living WM North Zone shall take place until:

- (a) A reticulated community potable water supply is available which is capable of serving the entire lots within the subdivision; and
- (b) A reticulated community sewage effluent treatment and disposal system is available which is capable of serving the entire lots within the subdivision; and
- (c) An Outline Development Plan has been incorporated into the District Plan for the development of all land zoned Living WM west of Weedons Ross Road.
- (d) An archaeological assessment has been undertaken by a suitably qualified expert and the results reported to the Council, the Regional Archaeologist at the New Zealand Historic Places Trust, and the iwi organisations Te Ngai Tuahuriri and Te Taumutu Rūnanga. In carrying out the assessment, the expert is to consult with the iwi organisations

19. Any other consequential amendments including but not limited to renumbering of clauses.

3. An assessment is provided in **Attachment 3** in accordance with the requirements of the Resource Management Act 1991 and including Section 32 of the Act.



Kim Seaton, Senior Planner

DATED: 31 October 2018

(Signature of applicant or person authorised to sign on behalf)

Address for service:

Novo Group Limited
PO Box 365
Christchurch 8140

Attention: Kim Seaton

T: 03 972 5761

E: kim@novogroup.co.nz

Address for Council fees:

GW Wilfield Ltd
PO Box 36511
Christchurch 8146

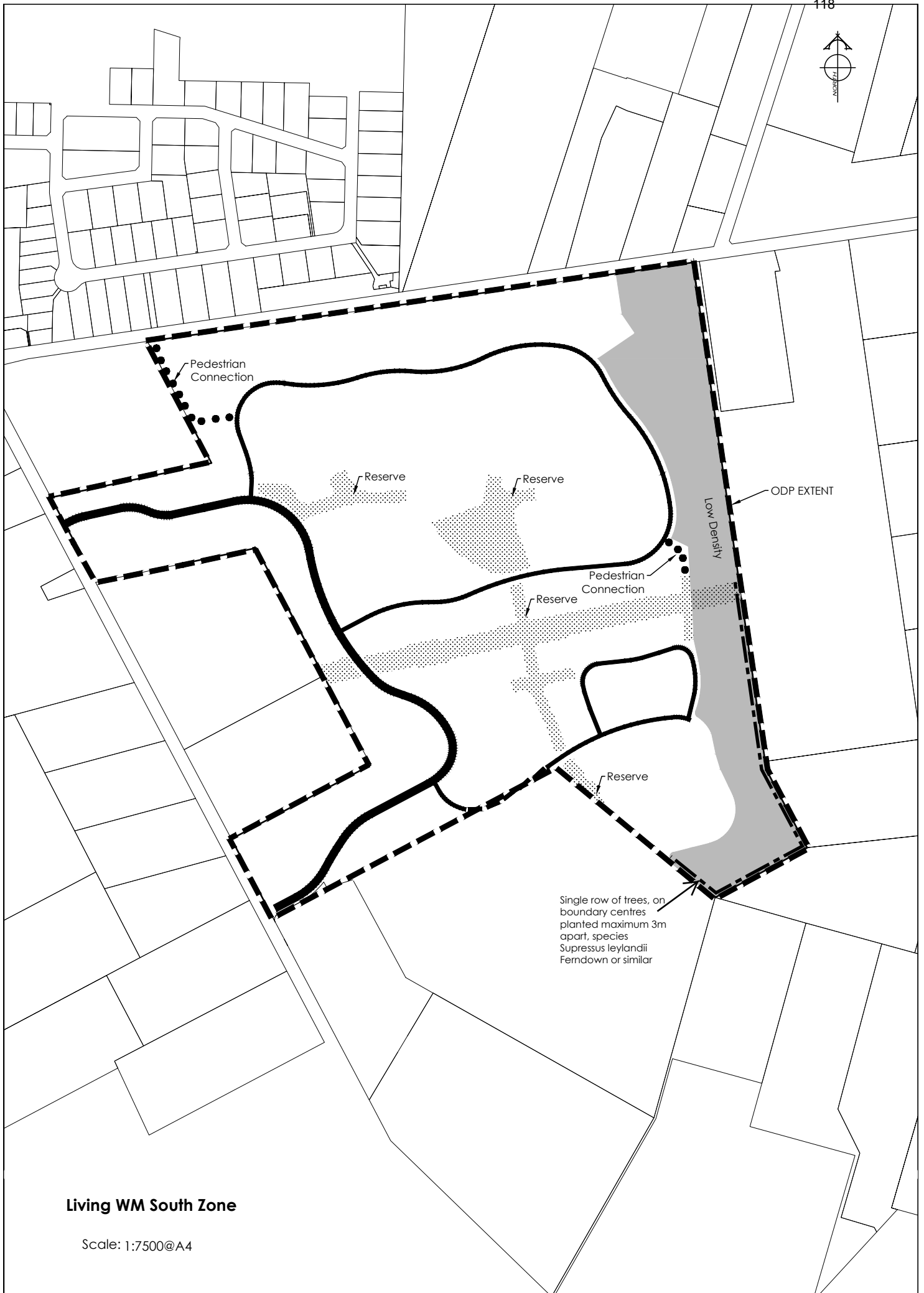
Attention: Hamish Wheelans

T: 03 3776303

E: hamish@gwlimited.nz

OUTLINE DEVELOPMENT PLAN - WEST MELTON





Living WM South Zone

Scale: 1:7500@A4

OUTLINE DEVELOPMENT PLAN – LIVING WEST MELTON (LIVING WM) SOUTH ZONE

Introduction

This Outline Development Plan (ODP) area comprises 73.5 ha and is bound State Highway 73 to the north and Weedons Ross Road to the west.

The ODP embodies a development framework and utilises design concepts that are in accordance with:

- The Land Use Recovery Plan (LURP)
- Canterbury Regional Policy Statement
- The Greater Christchurch Urban Development Strategy (UDS)
- The Ministry for the Environment's Urban Design Protocol
- 2009 Subdivision Design Guide

A single Overall ODP is accompanied by four more specific plans that reference the Density (Land Use), Movement Network, Green and Blue Networks.

Land Use Plan

The majority of the ODP area will provide for sites with a minimum lot area of 1,100m² and a maximum lot area of 3,000m². A low density area is located on the eastern periphery of the ODP, with a minimum lot area of 3,000m² and a maximum area of 5,000m². The low density area will provide a buffer between the higher density residential areas located centrally within the ODP area, and the adjoining rural areas to the east and south.

An interface treatment will be required along the south eastern boundary of the ODP area. The interface treatment will comprise a single row of trees planted on the boundary with the Rural Zone, with centres no further apart than 3m, and maintained at a height of not less than 2m. Suitable species include fast growing species such as *Cupressus leylandii* 'ferndown' or similar. The interface treatment is intended to achieve a substantial screen without creating adverse shading conditions for future residents.

Movement Network

For the purposes of this ODP, it is anticipated that the built standard for a "Primary Route" will be the equivalent to the District Plan standards for a Local-Major Road, and a "Secondary Route" will be the equivalent to the District Plan standards for a Local-Major or Local-Intermediate Road.

The ODP provides for an integrated transport network incorporating:

- A primary route that follows the existing circular alignment of Silver Peaks Drive, connecting to Kingsdowne Drive. The primary route also provides for an extension to Ridgeland Way;
- A secondary route that is anticipated to loop through the adjoining Rural Zone;

- Shared pedestrian and cycle connections throughout the ODP area, and including existing connections to the north and west of the ODP area, to enhance safe walking and cycling opportunities to other parts of West Melton township.

The remaining internal roading layout must provide for long term interconnectivity once full development is achieved. An integrated network of tertiary roads must facilitate the internal distribution of traffic, and if necessary, provide additional property access.

Green Network

One neighbourhood park is required centrally within the ODP area. Remaining reserves provide open space and facilitate attractive pedestrian connections.

An east-west orientated reserve follows the alignment of an existing high voltage transmission line corridor and will serve the dual purpose of providing open space whilst also ensuring that buildings and other structures on private land are set back safe distances from the transmission lines and supporting structures. The high voltage transmission line corridor reserve will have a minimum width of 12m from any tower foot and 12m from the centre line of the transmission line (e.g. a total width of 24m adjoining the transmission line, with additional width adjoining a tower).

Opportunities to integrate stormwater collection, treatment and disposal into the open space reserves also exist, where appropriate.

The proposed reserve network provides an opportunity to create an ecological corridor. Plant selection in new reserves should include native tree and shrub plantings, such as *Olearia adenocarpa*, *Sophora prostrata*, *Muehlenbeckia ephedroides*, *Carex comans*, *Poa cita* and *Aciphylla subflabellata*.

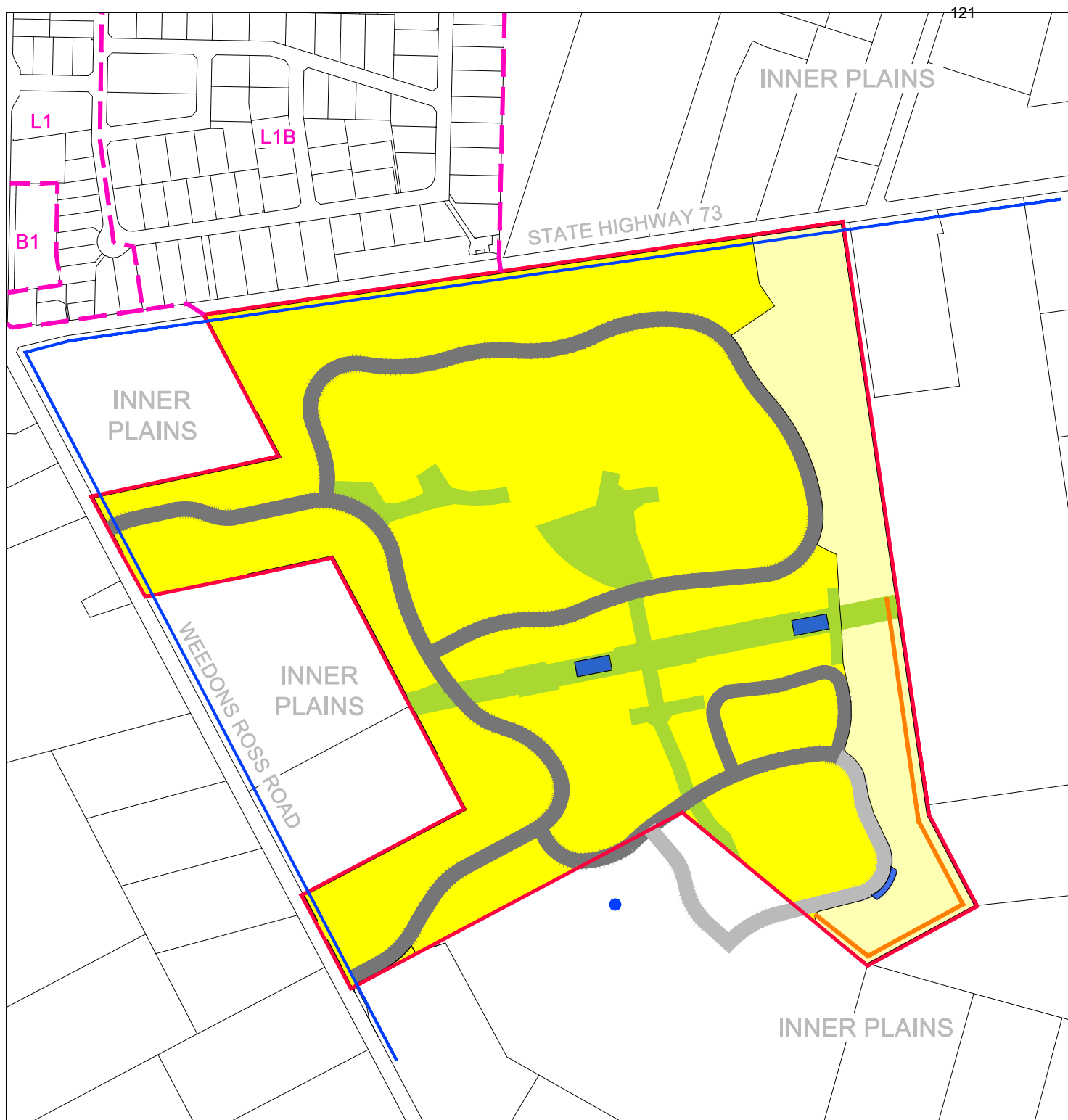
Blue Network

Water race - An existing water race is located on the western edge of the ODP area, adjoining Weedons Ross Road, and the northern edge of the ODP adjoining State Highway 73. Any subdivision and road design will account for the presence of the water race, ensuring its ongoing function is not compromised.

Stormwater - the underlying soils are relatively free-draining and support the discharge of stormwater to ground. Stormwater will be discharged to ground directly via a system of soakpits and swales. Detailed stormwater solutions will be determined by the developer in collaboration with Council at the subdivision stage and in accordance with Environment Canterbury requirements.

Sewer – All new sites are intended to be serviced by Low Pressure Sewer, with a network of pipes transferring wastewater to the existing Council Pump Station on Silver Peaks Drive. A new wastewater storage facility may be required, to provide emergency storage and to act as a buffer for additional flows entering the system from the ODP area. The storage facility may be located underground, adjacent the Rossington Drive Pump Station and within land owned by Selwyn District Council.

Water – The water reticulation will be an extension of existing reticulation within the ODP area. Upgrades of existing pipes may be required to ensure adequate water supply. The requirement for upgrades will be determined at the subdivision stage.



Legend

ODP boundary	Primary Route	Low Density	Neighbourhood Park
Parcel	Secondary Route	Medium Density	Interface Treatment
Indicative location for water bore	Existing water race	Soakage Areas	

Note:

All sections adjacent to Inner Plains zoned land will have a notice on their LIM referring to any potential reverse sensitivity issues between Residential and Rural landuses.

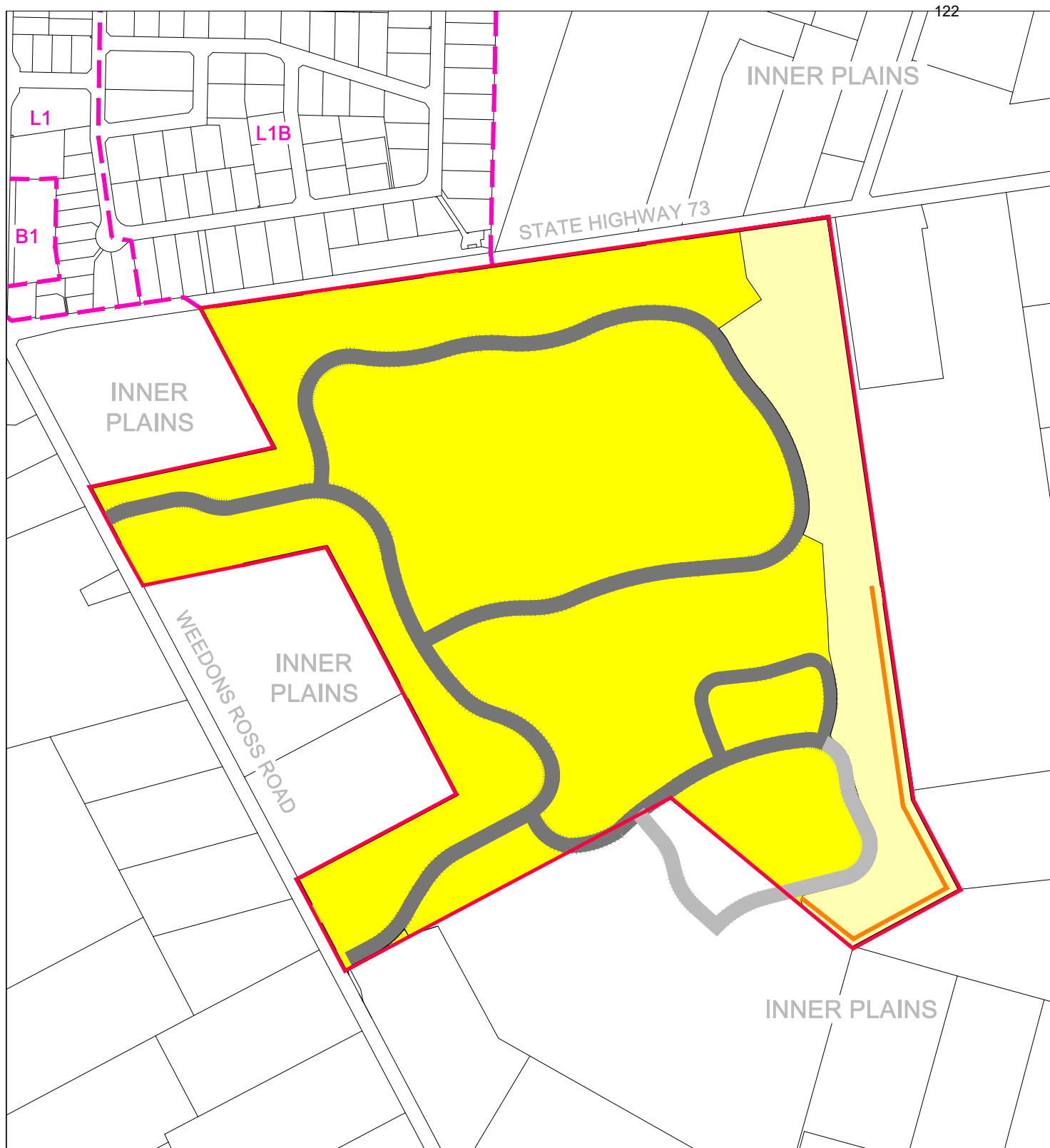
Interface treatment includes having larger residential sections as perimeter blocks where sections immediately adjoin a boundary with Inner Plains.

Outline Development Plan OVERALL Plan








Living West Melton
(Living WM) South Zone



Scale: 1:7500@A4



Legend

	ODP boundary		Primary Route		Low Density		Interface Treatment
	Parcel		Secondary Route		Medium Density		

Note:

All sections adjacent to Inner Plains zoned land will have a notice on their LIM referring to any potential reverse sensitivity issues between Residential and Rural landuses.

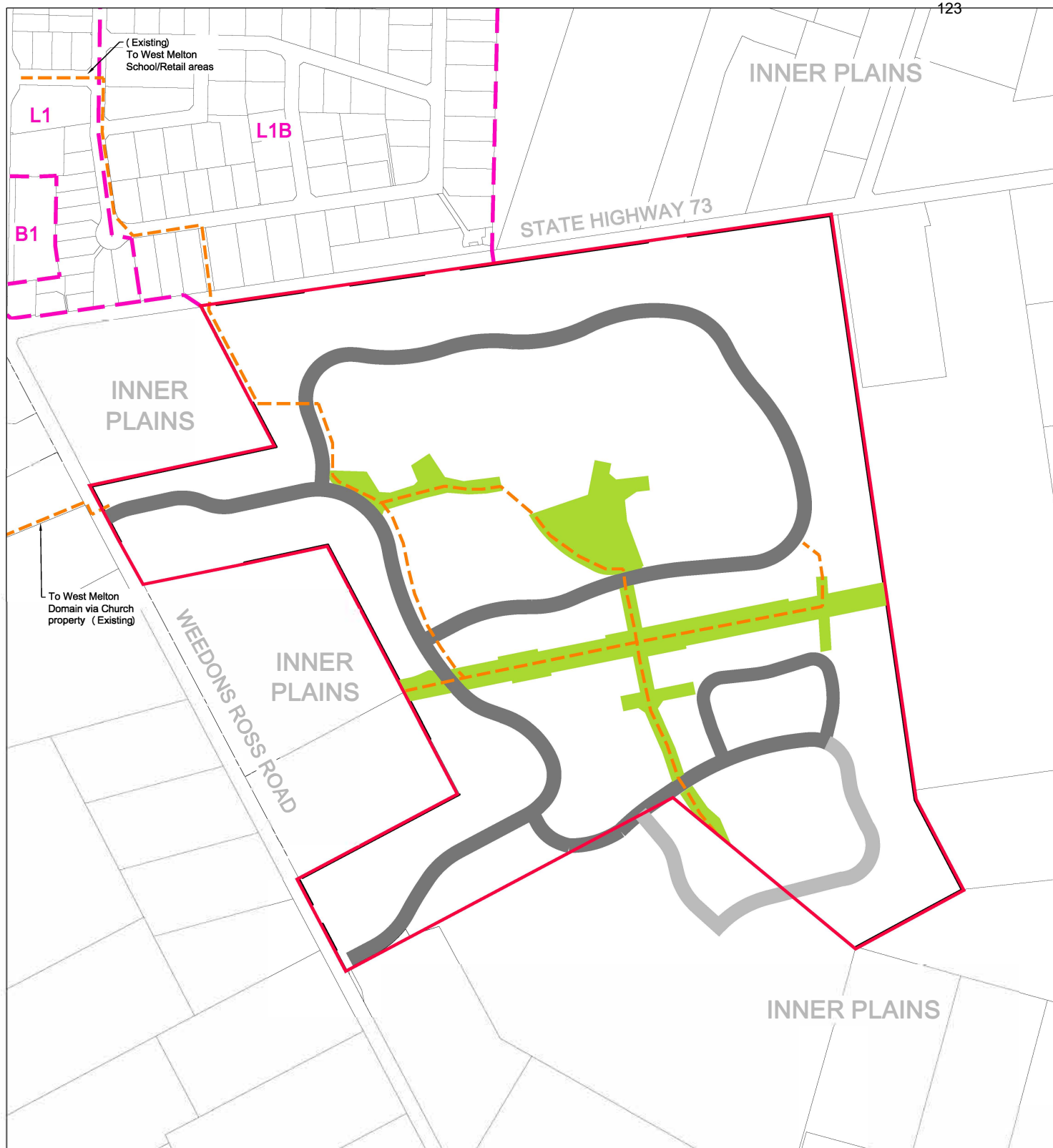
Interface treatment includes having larger residential sections as perimeter blocks where sections immediately adjoin a boundary with Inner Plains.

Outline Development Plan LANDUSE Plan







Living West Melton
(Living WM) South Zone



Scale: 1:7500@A4



Legend

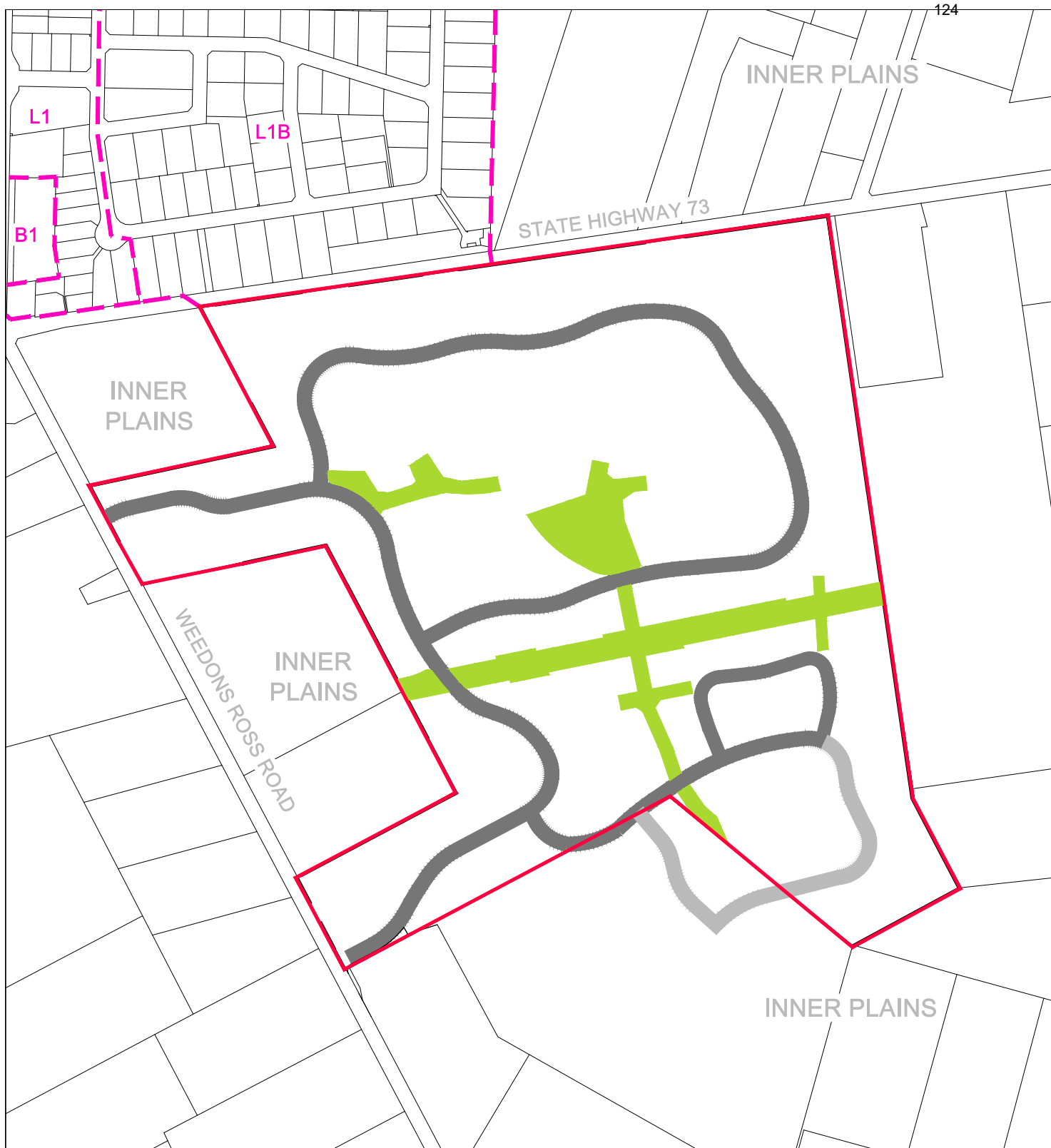
- | | | |
|--|---|--|
|  ODP boundary |  Primary Route |  Neighbourhood Park |
|  Parcel |  Secondary Route |  Shared pedestrian/cycle lane |

Outline Development Plan TRANSPORT Plan

Living West Melton
(Living WM) South Zone



Scale: 1:7500@A4



Legend



ODP boundary



Primary Route



Neighbourhood Park



Parcel



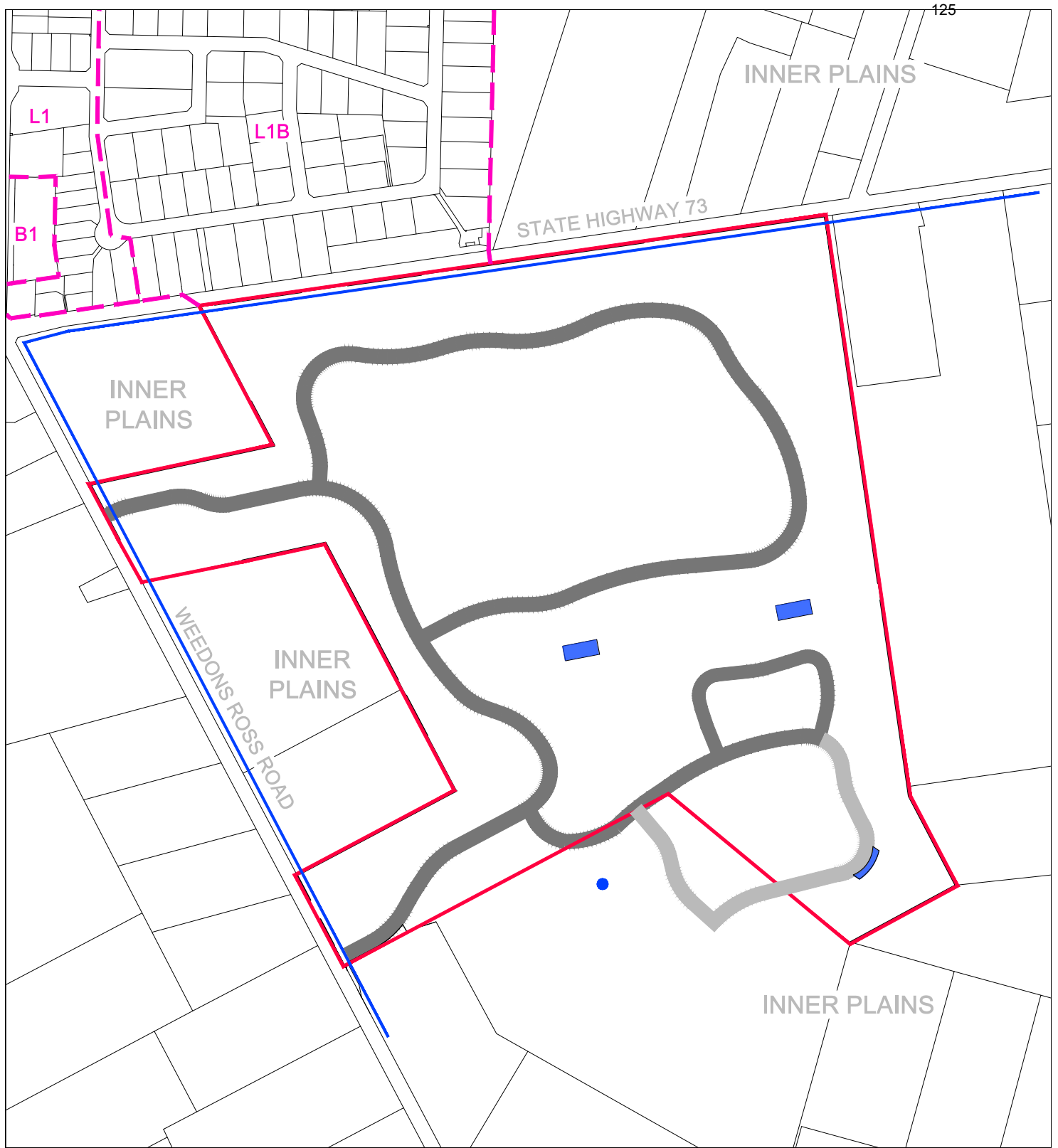
Secondary Route

Outline Development Plan GREEN NETWORK Plan








Living West Melton
(Living WM) South Zone



Scale: 1:7500@A4



Legend

- | | | | |
|--|---|--|---|
|  ODP boundary |  Primary Route |  Indicative location for water bore |  Soakage Areas |
|  Parcel |  Secondary Route |  Existing water race | |

Outline Development Plan BLUE NETWORK Plan

Living West Melton
(Living WM) South Zone



Scale: 1:7500@A4

REPORT

TO: Chief Executive – David Ward
FOR: Council – 13 February 2019
FROM: Parks Policy and Strategy Analyst – Marie Gordon
DATE: 25 January 2019
SUBJECT: **RECOMMENDATORY REPORT FROM THE PARKS AND RESERVES BYLAW 2009 REVIEW SUBCOMMITTEE DELIBERATIONS**

RECOMMENDATION

'That Council:

- a) *Receive the recommendation of the Parks and Reserves Bylaw Review Sub -Committee to approve and make the attached Parks and Reserves Bylaw 2009;*
- b) *Resolve, pursuant to s155 of the Local Government Act 2002, that the Parks and Reserves Bylaw 2009:*
 - i. *is the most appropriate way of addressing the perceived problem;*
 - ii. *is the most appropriate form of bylaw; and*
 - iii. *does not give rise to any implications under the New Zealand Bill of Rights Act 1990;*
- c) *Approve and make the attached Parks and Reserves Bylaw 2009;*
- d) *Provide a copy of the Parks and Reserves Bylaw 2009 to the Minister of Conservation for approval under section 108 of the Reserves Act 1977; and*
- e) *Send a formal response to the submissions made, and a copy of the final bylaw, to all those who submitted.'*

1. PURPOSE

The Parks and Reserves Bylaw Review Sub-Committee (the **Committee**), comprising Councillors Mugford, Watson and Morten, having considered the submissions of interested parties and the advice provided by Council staff and advisers, is satisfied that:

- i. the attached form of Bylaw is in a fit and proper form for Council to adopt; and
- ii. the requirements of Part 8, Subpart 1 of the Local Government Act 2002 in relation to the reviewing the Bylaw has been met.

Accordingly, the purpose of this report is for the Committee to recommend that Council make the Bylaw in the attached form.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This matter has been assessed against Councils Significance and Engagement Policy criteria and despite the low level of interest in making submissions through the consultation period, it is considered that the Bylaw will:

- have a high level of impact on Council's ability to carry out its statutory responsibilities; and
- attract a medium level of community interest because the Bylaw impacts on the community's right to freely enjoy the parks and reserves of the District.

This decision is therefore considered to be of medium significance.

3. HISTORY/BACKGROUND

In 2009 Council approved the current bylaw, the Parks and Reserves Bylaw 2009, amalgamating the provisions of the bylaw framework that was in place prior to the reorganisation of local government in 1989.

Section 159 of the Local Government Act 2002 requires Council to review all bylaws within 10 years of the previous review.

A review of the Parks and Reserves Bylaw 2009 has been undertaken to meet that requirement.

Review Process

On 10 October 2018 Council approved a draft Bylaw, a Statement of Proposal, and Summary of Information for the purposes of public consultation using the special consultative procedure.

The public were invited to make submissions on the draft Bylaw from 15 October 2018 to 20 November 2018.

Council received three submissions and seven comments by the close of the period. The main area of submitter focus was the provisions of Section 12 (relating to the operation of Drones) with several comments also made in respect to Section 6 (Behaviour in Parks and Reserves).

No submitters requested that they speak to their submission at the scheduled bylaw hearing on 27 November 2018.

Three late submissions were received. One was considered at the scheduled hearing. Two of those late submissions were not received by the report author until 3 December 2018, after the scheduled hearing and deliberation meetings had taken place. In the interests of consistency the Committee reconvened on 12 December 2018 to receive and deliberate on the two late submissions.

To summarise, both submitters sought relief to carry out their day to day utility operations on reserves without permission from Council. The Sub-Committee declined that request but made provision for Council permission, when given, to be verbal rather than in writing.

At the conclusion of the hearing the Committee Resolved:

'That all submissions to the Parks and Reserves Bylaw be received and submitters thanked.'

In consideration of the submissions received, and the advice sought, the Committee then deliberated and resolved:

'That the Parks and Reserves Bylaw Review Hearing Sub – Committee:

- (a) Receive the report dated 26 November 2018 and titled Deliberation on the Draft Parks and Reserves Bylaw 2009.*
- (b) Recommend to Council for adoption the Parks and Reserves Bylaw 2009 inclusive of the following amendments:*
 - i. Delete 12.4(c)(vi)*
 - ii. Amend 6.1(a) add "Pollute"*
 - iii. Amend 7.1(d) delete "intoxicating liquor" and replace with "alcohol"; add "...or iii) where a valid alcohol licence is in force."*
 - iv. Amend 3.5(k) to include organised recreation clubs and activities*
 - v. Amend 7.1(f) to capitalise "Animal", add "or dog", and delete "prior" and "in writing".*
 - vi. Amend 8.8 (h) and 6.1 (m) to delete "in Writing".*
 - vii. Add new Section 16 "Selwyn District Council General Bylaw 2009"*
 - (1) The provisions of the Selwyn District Council General Bylaw 2009 and any bylaw passed in amendment or substitution are implied into and form part of this Bylaw.*
 - (2) In the event of inconsistency or conflict between the provisions of this Bylaw and any other bylaw of Selwyn District Council, the provisions of this Bylaw shall prevail."*
- (c) Pursuant to s155 of the Local Government Act 2002, recommend that the Parks and Reserves Bylaw 2009 (as amended) is the most appropriate way of addressing the perceived problem, is the most appropriate form of bylaw, and the bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990.*
- (d) Recommend that the Parks and Reserves Bylaw 2009 (as amended) become effective on 1 July 2019.*
- (e) Recommend to Council that a schedule of formal and specific responses to submissions be adopted and sent to submitters along with the final bylaw.'*

4. PROPOSAL

That Council approve the Bylaw in its amended form.

5. OPTIONS

The options available to Council are to:

1. Approve the Bylaw as recommended by the Committee, or
2. Amend the Bylaw further and approve, or

3. Decline the recommendation of the Committee.

Option One is recommended on the basis that the amended Bylaw is the most appropriate way of addressing the perceived issue and is in the most appropriate form. The current form of Bylaw has been consulted on appropriately and all those affected by the Bylaw have:

- been provided with reasonable access to information regarding the Bylaw review; and
- had ample opportunity to present their views regarding the Bylaw to Council.

Where an affected party has expressed a view on the Bylaw, the Committee has considered this view and amended the Bylaw as appropriate.

Options Two and Three do not achieve these same outcomes for the following reasons:

- no new information has been provided to require further amendment of the Bylaw; and
- the Committee has fully considered the content of all submissions and the advice received to date.

6. VIEWS OF THOSE AFFECTED / CONSULTATION

Pre-consultation was completed prior to the bylaw review being approved by Council. That was an internal process which enabled both staff and Committees of Council to initially identify any issues they were experiencing in managing the districts parks and reserves, and subsequently critique a draft bylaw document to ensure the proposed response to the issues raised was appropriate.

All Committees of Council with responsibility for the management of community facilities and reserves were invited to participate and three took up that opportunity.

The principle of pre-consultation was formally approved by Council on 11 October 2017.

Once approved by Council, the public and key external stakeholders were then invited to participate in the consultation process. Opportunity to access relevant information was provided both online and in hard copy.

(a) Views of those affected

The majority of feedback received came through Council's online engagement. The survey tool attracted seventy one visitors and seven contributions. Visitors were given the opportunity to respond to four key questions.

The questions asked for views on the bylaw provisions as they applied to animals on parks, the use of aircraft and drones, managing behaviours on parks and in facilities, and any general matters.

Aircraft, specifically drones, was the only question answered by all seven contributors. The other three questions were skipped (i.e. they did not respond) by more than half of the submitters suggesting that the key reason for engaging

through this tool was to provide feedback on the provisions relating to the use of drones on parks and reserves.

The key objection raised through the consultation is that the provisions in the draft bylaw for the operation of drones are unfavourable to recreational drone users, specifically the proposal to require approval where drones have photographic capability.

Submitters supported the proposal to increase the weight limit to 1.5 kilograms.

Outside of providing comment on drones, the five formal submissions received provided support for specific aspects that were of interest to them along with recommendations for wording changes.

(b) Māori implications

Council's intent to review the bylaw was raised with Te Taumutu Rūnanga and Te Ngāi Tūāhuriri Rūnanga through Mahaanui Kurataio LTD in 2017.

Initial feedback from both Runanga was included in the draft bylaw that was presented to Council for approval in October 2018.

Both Rūnanga were individually notified at the commencement of the submission period and invited to participate further.

7. FUNDING IMPLICATIONS

The implementation of the bylaw is factored into the adopted 2018 – 2028 Long Term Plan.

8. STATUTORY COMPLIANCE

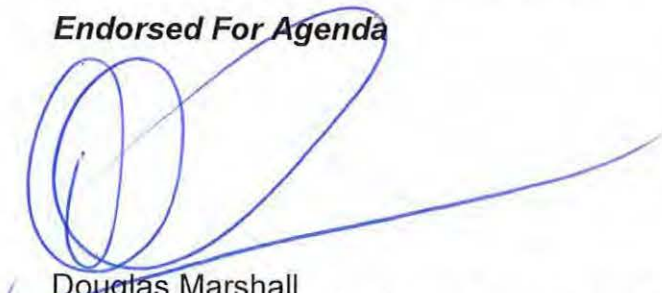
The recommendations of this report ensure Council complies with the Local Government Act 2002 requirements for the review of bylaws.

Council delegations require that the final bylaw, in any form, must be adopted by Council.



Marie Gordon
PARKS POLICY AND STRATEGY ANALYST

Endorsed For Agenda



Douglas Marshall
PROPERTY AND COMMERCIAL MANAGER

Attachment A – Final Bylaw

SELWYN DISTRICT COUNCIL PARKS AND RESERVES BYLAW 2009

This Bylaw is made under the Local Government Act 2002 and the Reserves Act 1977

1. TITLE AND COMMENCEMENT

- 1.1 This Bylaw is the Selwyn District Council Parks and Reserves Bylaw 2009.
- 1.2 This Bylaw was reviewed and amended in 2009 and 2019 and comes into effect in its amended form on 1 July 2019.

2. APPLICATION OF BYLAW

- 2.1 This Bylaw applies to parks and Reserves vested in or under the control of the Selwyn District Council for the benefit and enjoyment of all users of those parks and Reserves.
- 2.2 The Council also has policies which it uses as part of the management of the parks and Reserves; they do not form part of this Bylaw but should be consulted by any person interested in the management of the parks and Reserves.

3. DEFINITIONS AND INTERPRETATION

- 3.1 References to a repealed enactment include its replacement.
- 3.2 Unless the context otherwise requires, a term or expression that is defined in the Act and used, but not defined, in this bylaw has the meaning given by the Act.
- 3.3 Any headings, explanatory notes and attachments are for information purposes only and do not form part of this bylaw.
- 3.4 The provisions of the Selwyn District Council Bylaw 2009 and any bylaw passed in amendment or substitution are implied into and form part of this Bylaw.
- 3.5 For the purpose of this Bylaw, unless the context otherwise requires:
 - (a) **"Act"** means the Local Government Act 2002.
 - (b) **"Aircraft"** means any man-made device capable of flight, including, but not limited to aeroplanes, helicopters, gliders, hang-gliders, hot air balloons and radio-controlled model aircraft, remotely piloted aircraft systems and drones; but does not include kites and balloons which are controlled from the ground via strings.
 - (c) **"Animal"** means any mammal, bird, reptile, amphibian, fish or related organism, insect, crustacean or organism of every kind, but does not include a human being or a dog.
 - (d) **"Authorised Officer"** means a person appointed by the Council to act on its behalf with its authority.
 - (e) **"Camp"** means to camp using one or more of the following:
 - (i) a tent or other Temporary Structure;
 - (ii) a caravan; or
 - (iii) a car, campervan, house truck, or other motor vehicle;

But shall not include the following activities:

- (iv) temporary and short-term parking of a motor vehicle;
 - (v) recreational activities commonly known as day-trip excursions; or
 - (vi) resting or sleeping at the roadside in a caravan or motor vehicle to avoid driver fatigue.
- (f) **"Council"** means the Selwyn District Council or any officer authorised to exercise the authority of the Council.
 - (g) **"Cycle"** means a Vehicle that has at least two wheels and that is designed primarily to be propelled by the muscular energy of the rider; and includes a power-assisted cycle.
 - (h) **"Enforcement Officer"** means a person appointed by the Council to exercise the power of an enforcement officer in relation to offences against, and offences under, the Local Government Act 2002 and this Bylaw.
 - (i) **"Facility"** means any public toilet, public swimming pool, library, or other recreational or community facility provided to the public and/or administered by Council.
 - (j) **"Natural Water Body"** means any naturally occurring body of water, including a river, creek, stream, drain or lake.
 - (k) **"Organised Sports Games"** means games or activities that are scheduled by sports codes and/or sports or recreation clubs or groups that are played on areas of Reserves set aside as sports ground areas but does not include impromptu games on Reserves by groups such as scouts, guides, youth groups, or other recreational or family groups.
 - (l) **"Open Fire Season"** has the same meaning as open season as set out in section 56 of the Fire and Emergency New Zealand Act 2017.
 - (m) **"Park"** means land acquired by or used by Council principally for community recreational, environmental, cultural or spiritual purposes but does not include land that is held as a Reserve, or part of a Reserve, under the Reserves Act 1977.
 - (n) **"Reserve"** has the same meaning as the Reserves Act 1977 and includes cemeteries, sports grounds, recreation areas and gravel reserves and Parks.
 - (o) **"Temporary Structure"** means stalls, booths, tents, or structures, such as circus or carnival tents and associated structures, and corporate hospitality tents but specifically excludes any casual shade tent or a tent used for camping if that camping is authorised under Clause 11.1 of this Bylaw.
 - (p) **"Vehicle"** has the same meaning as in Section 2(1) of the Land Transport Act 1998 except that it does not include Cycles.
 - (q) **"Wheeled Recreational Device"** means a Vehicle that is a wheeled conveyance (other than a cycle that has a wheel diameter exceeding 355 mm) and that is propelled by human power or gravity; and includes a conveyance to which are attached one or more

auxiliary propulsion motors that have a combined maximum power output not exceeding 200 W.

4. DELEGATIONS

- 4.1 In this Bylaw, where the written permission of the Council is required, such permission may be given by the Chief Executive who may delegate all or part of that function to any other officer of the Council.

5. RESERVES OPEN TO THE PUBLIC

- 5.1 Reserves are open to the public at all times except:
- (a) When the Council has determined that a Reserve or any part of a Reserve should be closed temporarily, or during such hours as may be nominated by the Council; or
 - (b) When the Council has determined that an entry fee is payable, no one may enter a Reserve unless that fee has been paid.
- 5.2 When the Council closes a Reserve or part of a Reserve, such closure will be clearly signposted at the entrance(s) to that Reserve or closed area.
- 5.3 No one may enter or remain in a closed Reserve or any closed part of a Reserve when signage indicates that closure, except with the prior written permission of the Council.
- 5.4 The Council may temporarily close a Reserve or part of a Reserve to allow it to be used for a particular purpose in accordance with sections 53 and 54 of the Reserves Act 1977.
- 5.5 The Council may grant a temporary, non-exclusive licence to occupy part of a Reserve, on such terms as it considers appropriate.

6. BEHAVIOUR IN PARKS AND RESERVES

- 6.1 No person may, in a park or Reserve:
- (a) Pollute, damage, bury, disturb or remove anything in a Reserve; or
 - (b) Walk on any grass plot or other place within the Reserve where walking is prohibited by a notice to that effect; or
 - (c) Within any Reserve, plant any tree, shrub or plant, or sow or scatter the seed of any tree, shrub or plant of any kind, or introduce any substance that may be injurious to animal or plant life on the Reserve; or
 - (d) Fix or place any placard, billboard, sign, or noticeboard, in, on, or about any Reserve; or
 - (e) Scatter ashes of a deceased person; or
 - (f) Intentionally obstruct another person's enjoyment of a Reserve by directing foul, abusive, indecent, or obscene language toward another person in a threatening manner; or
 - (g) Be intoxicated, noisy, or riotous; or
 - (h) Carry or use any firearm or dangerous weapon; or

- (i) Light any fireworks; or
 - (j) Erect a Temporary Structure; or
 - (k) Play or practise golf except in a Reserve or part of a Reserve set aside for that purpose;
 - (l) Leave any litter, other than in the receptacles provided for that purpose,
- unless:
- (m) Prior approval has been granted by the Council and the person paid any fees set by the Council (if applicable); or
 - (n) The person or persons is required to carry out the activity for authorised Reserve maintenance purposes.

7. CONDUCT IN FACILITIES

7.1 No person shall, while at a Facility:

- (a) Pollute, damage, or interfere with any Facility; or
- (b) Deface or disfigure any surface, structure or exhibit; or
- (c) Fail to comply with any reasonable requests of any Authorised Officer on duty; or
- (d) Consume any alcohol, except where that consumption occurs:
 - (i) in areas set aside for the purpose, or
 - (ii) at an authorised function; or
 - (iii) where a valid alcohol licence is in force.
- (e) Consume, inject or inhale any mind altering substance or offer or sell such substance to any person; or
- (f) Permit any Animal or dog, except for a disability assist Animal or dog, under their control or ownership to enter a Facility unless approval has been granted by an Authorised Officer; or
- (g) Enter a restricted area or an area set apart for staff at or in a Facility without permission of an Authorised Officer; or
- (h) Behave in a way that could interfere with or prevent another person's enjoyment of the Facility.

7.2 No child under the age of 10 (ten) years shall be allowed to enter or remain in the Facility, excluding public toilets, unless accompanied by a person over the age of 14 years, or where an Authorised Officer gives approval for that child to enter or remain.

7.3 Any person who in the opinion of the Authorised Officer is not in a fit state to be at the Facility shall:

- (a) not enter the Facility; and
- (b) leave the Facility, when requested to do so by the Authorised Officer.

8. VEHICLE CONTROLS WITHIN RESERVES

- 8.1 No person may drive or ride any Vehicle within any Reserve in a manner which, having regard to all the circumstances is or might be dangerous to any person.
- 8.2 No person may drive or ride any Vehicle within any Reserve in a manner which, having regard to all the circumstances causes or might cause damage to structures, facilities, plants or animals.
- 8.3 No person may drive any Vehicle in any Reserve at a speed in excess of 20 km/h or at a speed contrary to the intent of clause 8.1 or such other speed limit as the Council from time to time indicates by a sign or signs. This limit does not apply to Cycles and Wheeled Recreational Devices.
- 8.4 No person may stop or park any Vehicle within any Reserve in such a manner that it causes or is likely to cause an obstruction to any entrance, thoroughfare, path or walkway.
- 8.5 Where, in the opinion of any Authorised Officer of the Council, a Vehicle (whether complete or not) has been abandoned in any Reserve, the officer may take possession of the Vehicle and dispose of it in the same manner as provided by Section 356 of the Local Government Act 1974.
- 8.6 No person may operate a Vehicle in a Natural Water Body or on its banks and margins and its associated waters.
- 8.7 No person may cause a Vehicle to enter or exit a Natural Water Body or its associated waters.
- 8.8 No person may operate the following motor Vehicles in any Reserve:
 - (a) All-Terrain Vehicles (ATVs),
 - (b) Tri or quad bikes,
 - (c) Farm bikes,
 - (d) Trail bikes,
 - (e) Any other Vehicle that has been designed for off road use,
 - (f) Any Vehicle that is not registered under the Transport (Vehicle and Driver Registration and Licensing) Act 1986,
 - (g) Any Vehicle that does not have a current Warrant of Fitness and/or a Certificate of Fitness.

unless:

 - (h) Prior approval has been granted by the Council; or
 - (i) Use of such Vehicle is required for authorised Reserve maintenance purposes.
- 8.9 A person who does not have a current driver's licence may not operate a Vehicle in a Reserve.

9. ANIMALS

9.1 No person shall bring any Animal onto a Reserve or allow any Animal in their custody, charge, or control to be within the Reserve unless:

- (a) The Council has authorised the presence of Animals through a Reserve Management Plan, licence, or other similar document; or
- (b) Permission has been granted by an Authorised Officer; or
- (c) The Reserve has been booked for an event allowing the presence of Animals.

9.2 Every person to whom the Council grants permission under clause 9.1 must comply with any conditions imposed by the Council in that written permission.

NOTE: The Dog Control Bylaw 2012 states the Reserves where dogs are prohibited.

10. FIRES

10.1 No person shall light a fire in a Reserve unless:

- (a) they have the prior written approval of Council;
- (b) it is Open Fire Season and the fire is in a fireplace specifically designed for that purpose; or
- (c) it is Open Fire Season and the fire is contained in a gas BBQ.

11. CAMPING

11.1 No person may Camp in a Reserve unless:

- (a) It is in an area specifically set aside by the Council for Camping where the Council has authorised the presence of Camping through a reserve management plan, licence, designated area or other similar document; or
- (b) That person has obtained the prior written permission of the Council to do so.

NOTE [not forming part of this Bylaw] – This Clause applies to Camping in Reserves but does not apply to authorised Camping Grounds. Refer to the Selwyn District Council Camping on Reserves R301 Policy.

12. AIRCRAFT AND DRONES

12.1 No person may, without the prior written permission of the Council, and having paid any applicable fees set by the Council:

- (a) Land an Aircraft in a Reserve, or take off in an Aircraft from a Reserve; or
- (b) Operate an unmanned Aircraft from or above a Reserve except in accordance with Clause 12.4; or
- (c) Use an Aircraft to set down, pick up, record, or recover anything in a Reserve; or
- (d) Parachute into a Reserve.

- 12.2 Nothing in Clause 12.1 prevents an Aircraft from being used in or over a Reserve in an emergency situation.
- 12.3 Clauses 12.1(a) and (c) do not apply where a Reserve has been designated as an airfield under the Reserves Act 1977.
- 12.4 Despite Clause 12.1 a person may operate an Aircraft in a Reserve if:
- (a) The Council has set aside an area for that purpose, and then only in accordance with such conditions that are set by Council; or
 - (b) They have the prior permission of the Council; or
 - (c) The Aircraft:
 - (i) Is radio controlled and either battery or electric powered;
 - (ii) Has a total flying weight of not more than 1.5 kilograms;
 - (iii) Does not cause annoyance or inconvenience to other users of the Reserve;
 - (iv) Does not over-fly the boundaries of the Reserve;
 - (v) Is not operated over a cemetery or a gravel reserve;
 - (vi) Does not fly above any animal, person or group of people that are using the Reserve at the time;
 - (vii) Complies with all Civil Aviation Authority rules;
 - (viii) Is controlled by a person situated within the boundary of that Reserve; and
 - (ix) Does not fly from an area in which the Council has by resolution determined that Aircraft should be specifically excluded, and that exclusion is clearly signposted.

13. ORGANISED SPORTS GAMES

- 13.1 Organised Sports Games may only be played in areas of Reserves set aside as sports ground areas.
- 13.2 Organised Sports Games may only be played outside of sports ground areas with the prior approval of the Council.
- 13.3 No person may enter or remain on a marked sports ground area in a Reserve when an organised Sports Game is in progress, unless he or she is a player or is administering the game in some capacity (for example, refereeing or providing first aid assistance).

14. ORDERING OFF

- 14.1 An Enforcement Officer may order any person to leave a Reserve or Facility if that person has or may have committed a breach of this Bylaw, and such order is necessary to restore immediate order. Anyone ordered by an Enforcement Officer to leave a Reserve or Facility must comply with that order immediately.

15. OFFENCES AND PENALTIES

15.1 Every person commits an offence who:

- (a) fails to do or perform any act, or thing, that he or she is required to do by this Bylaw;
- (b) permits, allows, or does, any of the acts that are prohibited in this Bylaw; or
- (c) breaches this Bylaw.

15.2 Every person who fails to comply with this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$20,000.00 or such other amount as may be provided for under sections 239 and 242 of the Local Government Act 2002 and is liable to enforcement action by the Council.

15.3 Every person who is convicted of an offence against this Bylaw is liable for the costs of remedying any damage caused in the course of committing the offence.

16. SELWYN DISTRICT COUNCIL GENERAL BYLAW 2009

16.1 The provisions of the Selwyn District Council General Bylaw 2009 and any bylaw passed in amendment or substitution are implied into and form part of this Bylaw.

16.2 In the event of inconsistency or conflict between the provisions of this Bylaw and any other bylaw of Selwyn District Council, the provisions of this Bylaw shall prevail.

The **COMMON SEAL** of the
SELWYN DISTRICT COUNCIL
 was hereunto affixed, in accordance
 with the Special Order made by the
 Council on _____
 in the presence of: _____

_____ **Mayor**

_____ **Chief Executive**

Attachment B – Schedule of Submission Responses

Schedule of Responses to Submissions

Submitter		Summary of Topic	Decision
Canterbury District Health Board Community and Public Health PO Box 1475 Christchurch 8140	1.	Comments in support: 1. Support the overall vision of the bylaw. 2. Support prohibiting the lighting of fireworks. 3. Support prohibiting the leaving of any litter 4. Supports section 7.1 (a) 5. Supports section 8.6 6. Supports section 10	Acknowledged.
	2.	Seeks an amendment to section 6.1 (a): "Pollute, damage, bury, disturb or remove any item in a reserve, particularly where such pollutants could enter waterways."	Accept the addition of "pollute" and amend 6.1 (a).
	3.	Section 7.1 (d) 3.1 Recommends the use of the word 'alcohol' instead of 'intoxicating liquor'. 3.2 Recommends the requirement for alcohol consumption to occur only where a licence has been provided: "Consume any alcohol, except where that consumption occurs: i) in areas set aside for that purpose, or ii) at an authorised function, and where a valid alcohol licence is in force, or"	Accepted Accepted
	4.	CDHB recommends that an alcohol ban be put in place at sports fields to control side line drinking behaviour. Evidence suggests that drinking, including high risk drinking, is normalised and associated within many sports codes. Intervention programmes could be more effective if supported by local councils.	Note and provide feedback to the submitter. Controls on alcohol are regulated by the Sale and Supply of Alcohol Act 2012. A bylaw would be required to be put in place under that legislation.
	5.	Seeks clarification between the Freedom Camping Act 2011 and this bylaw in respect to the provision of fit for purpose camping facilities.	Provide clarification to the submitter. This bylaw regulates behaviour of campers (and other reserve users) on reserves.

			Approval to camp on reserves sits outside of this bylaw and is guided by Council's Camping on Reserves Policy. Camping in the Selwyn District is not administered under the Freedom Camping Act 2011.
Jason Botherway 21b Fairfield Way Rolleston	1.	The current bylaws requiring consent for each flight stating place and time are completely unworkable. Other Councils apply the provisions/guidelines of the CAA and therefore allow people to fly responsibly and safely without unnecessary paperwork, time wasting, and administration inefficiencies.	Acknowledged.
	2.	Request that Council consider excluding reference to the video and photo capability of a drone which prohibits it flying over Council owned land without consent each flight.	Amend the provisions in the proposed draft bylaw to lift this restriction. Delete 12.4 (c) (vi)
	3.	Other Councils take a more reasonable approach including specifying no fly areas but allowing flights over all other public spaces.	Acknowledged.
Rolleston Reserve Management Committee C/- Selwyn District Council PO Box 90 Rolleston	1.	Section 2.2 – could policies be appended to the bylaw?	Declined. The bylaw must stand alone as a document of statute. Management policies do not have the same status.
	2.	Section 3.5 (g) clarification of 'power assisted' requested	Declined. 'Power assisted' is a widely understood term taken from the Land Transport Act 1998.
	3.	Section 3.5 (i) should be 3.5 (j)	Declined. The format in the draft bylaw is correct.
	4.	Section 3.5 (k) activities that are not considered to be organised sports games, such as dog training, radio controlled model cars and planes, should also be referenced.	Accepted and clause amended to capture this type of activity.

	5.	<p>Section 5 and Section 13.2– “Reserve Management Committee” should be added to follow all references to ‘Council’.</p> <p>Will reserve management caretakers be delegated Enforcement Officers?</p>	<p>Decline. Reserve Management Committees are part of the entity that is Council. This is defined for the purpose of this bylaw in 3.5(f).</p> <p>Enforcement Officers are appointed where the duties of a role require, and, the position is an employee of Council.</p>
	6.	Overnight camping should be permitted through this bylaw on reserves with suitable facilities.	Declined. The decision to permit camping on reserves is taken through the development and review of reserve management plans, not a bylaw, in accordance with the Reserves Act 1977.
Canterbury Regional Council PO Box 345 Christchurch 8140	1.	Request for a schedule of sites that the bylaw applies to be attached to the Bylaw.	Declined. Due to the continually growing asset base to which the Bylaw applies it is proposed that a mapping layer be made publically available through Canterbury Maps.
	2.	Request that officers or agents of the Canterbury Regional Council be exempted for the provisions of the Bylaw	Declined. Council wishes to maintain its controls to ensure that works carried out on or through its reserves is consistent with other work programmes, and contingent on other uses such as reserve bookings for community activities, other contractor’s activities, and regulatory documents. An amendment to Sections 6 and 8 of the bylaw was made to

			allow for verbal permissions to be made by Council staff.
Transpower NZ LTD PO Box 21154 Edgware Christchurch 8143	1.	Request for the addition of a new definition in Section 3 "Definition and Interpretation".	Declined.
	2.	Request that the submitter be exempted for the provisions of the Bylaw in respect to Sections 5 and 8 of the Bylaw.	Declined. Council wishes to maintain its controls to ensure that works carried out on or through its reserves is consistent with other work programmes, and contingent on other uses such as reserve bookings for community activities, other contractor's activities, and regulatory documents. An amendment to Sections 6 and 8 of the bylaw was made to allow for verbal permissions to be made by Council staff.

REPORT

TO: Council

FOR: Council Meeting – 13 February 2019

FROM: Bernadette Ryan

DATE: 28 January 2019

SUBJECT: REGISTER OF DOCUMENTS SIGNED AND SEALED

RECOMMENDATION

'That the following transactions and the fixing of the Common Seal under authorised signatures be approved.'

1. PURPOSE

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

1	Name of other party	Thomland Farms Limited
	Transaction type	Deed of Lease & Deed of Licence (Grazing) (Raeburn Farm)
	Transaction description	354 Creyke Road, Darfield 126.99 ha 354 Creyke Road, Darfield 9.56 ha

2	Name of other party	Gregory Jane Limited
	Transaction type	Deed of Lease
	Transaction description	Hororata Domain, Hororata Road 52.9 ha

3	Name of other party	Elaine Fraser & John Fraser
	Transaction type	<ul style="list-style-type: none"> • Register easements in gross over SDC reserve. • Register fencing covenant indemnifying SDC of responsibility to fencing costs on Reserve boundary.
	Transaction description	39 Fairhurst Place, Rolleston RC175259

4	Name of other party	GW Wilfield Limited
	Transaction type	Fencing Covenant to indemnify SDC of liability towards fencing reserves
	Transaction description	RC175713 Wilfield Subdivision

5	Name of other party	Roxburgh Developers Limited
	Transaction type	Fencing covenant to indemnify SDC of all responsibility towards fencing requirements.
	Transaction description	RC165539 & RC185125 Roxburgh Subdivision, High Street, Southbridge

6	Name of other party	GW Wilfield, West Melton
	Transaction type	<ul style="list-style-type: none"> Easement in gross over private right of way. Fencing covenant indemnifying SDC of liability towards reserve fencing costs.
	Transaction description	RC175706, 708, 710, 712, 713 RC175715

7	Name of other party	Broughton Land Holding Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 3536 - 108 Yeomans Road 1.5201 ha

8	Name of other party	Doyleston Farm Limited
	Transaction type	Deed of Licence
	Transaction description	Reserve 2293 - corner Mitchells Road and Sharlands Road 2.0234 ha

9	Name of other party	Goulds Developments Ltd
	Transaction type	Fencing Covenant
	Transaction description	RC175197 - Goulds Estate, Goulds Road

10	Name of other party	CIT Branthwaite Limited
	Transaction type	Fencing Covenant
	Transaction description	RC175070 Stage N & O Branthwaite

11	Name of other party	Ballooning Canterbury.Com Ltd
	Transaction type	Deed of Licence (Use of Reserve Land)
	Transaction description	Part of Sheffield, Greendale, Hororata and Glentunnel Domains



Bernadette Ryan
PERSONAL ASSISTANT TO MAYOR

Endorsed For Agenda



David Ward
CHIEF EXECUTIVE