

Waimakariri District Council

District Planning and Regulation Committee

Agenda

Tuesday 21 March 2023

1pm

Council Chambers
215 High Street
Rangiora

Members:

Cr Al Blackie (Chairperson)

Cr Neville Atkinson

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Mayor Gordon (ex officio)



WAIMAKARIRI
DISTRICT COUNCIL

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A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 21 MARCH 2023 AT 1PM.

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

BUSINESS

Page No

1 APOLOGIES

2 CONFLICTS OF INTEREST

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

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 21 February 2023

6-8

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 21 February 2023, as a true and accurate record.

3.2 Matters arising (From minutes)

3.3 Notes of the workshop of the District Planning and Regulation Committee held on Tuesday 21 February 2023

9-10

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 21 February 2023.

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 CDEM Cadet Programme Review February 2023 – Brennan Wiremu (Emergency Management Advisor)

11-21

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 230201012837.
- (b) **Notes** the significant reduction in the Youth Development partnership, the negative impacts of COVID on key support agencies and the significant amount of time needed for our Emergency Management Officer (EMO) to manage the programme.
- (c) **Approves** the current Cadet programme being replaced by a short course aimed at increasing community empowerment and resilience through practical skills delivered with a youth development lens to existing youth groups (option 1).

5.2 132 Percival Street Temporary Carpark Development and P120 Restriction – Vanessa Thompson (Senior Advisor, Business and Centres)

22-25

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 221121201456.
- (b) **Notes** the recent construction of a temporary unsealed carpark at 132 Percival Street providing an additional 28 car parks to the public town centre supply in Rangiora.
- (c) **Notes** that the Council approved the use of 132 Percival Street as a temporary unsealed carpark on 4 October 2022.
- (d) **Notes** the applied P120 parking restriction aligns with the existing restriction in the Council carpark located at 136 Percival Street, immediately adjacent to the new carpark area.
- (e) **Approves** the P120 restriction and notes that the parking schedule will be updated to reflect the changes.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

- 7.1 District Planning – Councillor Tim Fulton
- 7.2 Civil Defence and Regulation – Councillor Jason Goldsworthy
- 7.3 Business, Promotion and Town Centres – Councillor Brent Cairns

8 QUESTIONS UNDER STANDING ORDERS

9 URGENT GENERAL BUSINESS

NEXT MEETING

The next meeting of the District Planning and Regulation Committee will be held on the 18 April 2023.

Workshop

- *Tiny Homes – Warren Taylor (Manager Building Unit), Elizabeth Neilson and Hamish Harwood (Simpson Grierson) – 30mins*
- *District Plan Review Update – Matt Bacon (Development Planning Manager) – 30mins*
- *District Planning and Regulation Question and Answer Session – Tracy Tierney (General Manager Planning, Regulation and Environment) – 30mins*

5 REPORTS

5.1 Reallocation of Funding for 1164 Oxford Road - Recommendations of Staff – G Maxwell (Policy Technician) and I Carstens (Team Leader Resource Consents)

G Maxwell introduced the report and highlighted that the applicant was not seeking additional funding, rather, the application requested the reallocation of the \$13,550.08 granted in 2021. The reallocation would result in \$7604.75 being assigned to the repairs and \$5945.33 towards the painting. She noted that Heritage Consultancy Services had advised that if the colour remained the same and volunteers from the community did the painting, they were not concerned and believed there was no merit in providing a further report for this project.

There were no questions from Committee members.

Moved: Councillor Fulton

Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 230202013982.
- (b) **Notes** the accumulated amount available in The Heritage Fund was currently \$13,434.59.
- (c) **Approves** the reallocation of how the approved funds provided to 1164 Oxford Road (H100) were applied to the restoration of the heritage building on this site.

CARRIED

Councillor Fulton commented that this was a valuable project on a well-known distinctive landmark.

Councillor Cairns concurred, and he believed reallocating the funds was a pragmatic approach and thanked the team involved.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 District Planning - Councillor Tim Fulton

- Issues with applicants caught between two District Plans were being worked through. It was not as fraught as expected.

7.2 Civil Defence and Regulation – Councillor Jason Goldsworthy

- Muscle Car Madness and similar events had received fewer complaints than in previous years.
- The team was making headway in pool compliance.
- The Civil Defence Team had been busy assisting with Cyclone Gabrielle relief efforts.

7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

- Work on Conway Lane and a pedestrian-friendly Rangiora High Street (including the Cenotaph corner) was progressing.
- He attended a crime prevention event at the RSA in January 2023, where the Police provided good resources and information.
- The Pegasus Residents' Group was investigating the possibility of establishing a youth organisation in the area and was recruiting from Pegasus Primary and Kaiapoi High Schools.
- Kaiapoi Promotions Association (KPA) were planning to host the Kaiapoi River Carnival on 1 April 2023. KPA proposed submitting on developing an event space at the Kaiapoi Community Hub on Courtenay Drive.
- Oxford Promotions Action Committee (OPAC) had beautified the toilets on Main Street in Oxford and was considering beautifying water tanks in the area. They would like to see an update on the Town Centre Plan.

The Council's representative on OPAC, Councillor Fulton, noted OPAC concern about the lack of progress in the Oxford Town Centre and questioned whether this was due to the lower business rates received from Oxford compared to other town centres. S Hart explained that the three main town centres had Town Centre Plans substantially funded from the Council's Long Term Plan. The 2014 Oxford Town Centre plan had primarily been delivered. However, staff could bring a review of the plan back to the Committee. In addition, staff would be happy to attend the Oxford-Ohoka Community Board meeting and discuss any specific desires for the Oxford town centre and how these may fit with other projects in the interim.

- Kaiapoi Motorhome Association Park had opened the previous week.
- Multiple markets were looking to establish in Kaiapoi.

8 **QUESTIONS UNDER STANDING ORDERS**

Nil.

9 **URGENT GENERAL BUSINESS**

Nil.

NEXT MEETING

The next meeting of the District Planning and Regulation Committee will be held on the 21 March 2023.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.11pm.

CONFIRMED

Councillors A Blackie

Date

NOTES OF A WORKSHOP OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, ON TUESDAY 21 FEBRUARY 2023 AT 1.15PM.

PRESENT:

Councillors A Blackie (Chairperson), N Atkinson, B Cairns, T Fulton and J Goldsworthy

IN ATTENDANCE

Councillors N Mealings, P Redmond and P Williams.

M Bacon (Development Planning Manager), W Taylor (Manager Building Unit), W Harris (Planning Manager), B Charlton (Environmental Services Manager) and E Stubbs (Governance Support Officer).

APOLOGIES

Moved: Councillor Blackie

Seconded: Councillor Atkinson

THAT an apology for absence be received and sustained from Mayor Gordon.

CARRIED

1. **ANIMAL CONTROL SERVICE MODEL** - B Charlton (Environmental Services Manager)

Key points:

- Office hours animal control service model working well with three full time staff.
- Level of service for after-hours was not reaching KPIs.
- Contract was up for renewal and was appropriate to review the Animal Control Service Models going forward – options included more internal staff, enhance after-hours contract, or mix of staff and contract.

Questions/Issues:

- *Could the response to calls about wandering dog be reviewed?*
Unsure if there was an alternate or better approach to deal with the matter. However, it may mean the level of service needed reviewing.
- *What was the cost of the current after-hours contract?*
As this was commercially sensitive contractual issue it would not be appropriate to discuss the cost in a public forum.
- *Who was responsible for wandering stock in the event of an accident?*
The responsibility for the stock laid with the owner. The response time for dealing with wandering stock was 1 hour, however, this was an internal requirement.
- *Was staff trained about stock biosecurity risk?*
Yes, staff were well trained, however, in terms of risk, human safety was set before all.
- *Who was liable in the event of a biosecurity event from wandering stock?*
Uncertain, however as previously stated the responsibility for stock laid with the owner. If staff had therefore done everything possible in the circumstances, then it could be argued that the Council would not be liable.
- *Had staffing levels increased alongside registered dog numbers?*
A Team Leader position had been created for animal control.
- *Was the after-hours staffing contract per callout or fixed rate?*
It was a per callout rate.

- *How did KPIs compare with previous years?*
The after-hours service provider's performance during the previous three to four years had been well met, however, there have been a decline this year. The after-hours service provider were not meeting requirements.
- *Were staff familiar with the dog pound cost blowout in the far north?*
No, although the dog pound was bringing improved to meet standards, a cost blow out was not expected.
- *What steps could be taken to improve after-hours contract performance?*
Several meetings had already been held with the service provider where assurances for improvement and been given. It seemed that staff shortages were a factor.
- *What were the cost implications of a raised level of service?*
Historically Animal Control was self-funded, and this was expected to continue.
- The Committee requested that a report regarding options for the Animal Control Service model to be brought to the Committee.

2. DISTRICT PLANNING AND REGULATION QUESTION AND ANSWER SESSION - M Bacon (Development Planning Manager), W Taylor (Manager Building Unit), W Harris (Planning Manager) and B Charlton (Environmental Services Manager)

Key points:

- Staff were still waiting on the District Plan Review First Commissioners Minutes to provide information on dates and timing. An update would be provided following that.

Questions/Issues:

- *How relevant was noise control for undesirable lifestyle block activities, did staff take measurements?*
The assessment was an effects-based process. Compliance staff were trained to measure noise.
- *What was the approach to the proliferation of lifestyle/rural based businesses?*
They were assessed on a case-by-case basis whether they were operating in or outside of the rules. The new District Plan criteria were written to be more understandable for a lay person.
- *Was now an opportunity to catch up with the backlog in swimming pool fence inspections?*
Yes, the Building Unit was working with the Environmental Services Team to reduce numbers.
- *Was there an update on litter fines?*
Staff would investigate incidences of littering, where the person responsible was identified then an infringement could be issued.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 1.45PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: CDE-21/230201012837

REPORT TO: DISTRICT PLANNING AND REGULATION COMMITTEE

DATE OF MEETING: 21 March 2023

AUTHOR(S): Brennan Wiremu, Emergency Management Advisor

SUBJECT: CDEM Cadet Programme Review February 2023

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to provide a review on the Civil Defence Emergency Management (CDEM) Cadet Programme, which commenced in 2020, and provide recommendations on the future direction for a sustainable long-term programme.
- 1.1. Providing a cadet or youth programme is not a required output of the CDEM sector and while the original concept was supported, the significant reduction in the Youth Development partnership, the negative impacts of COVID on key support agencies and the significant amount of time needed for our emergency Management Officer (EMO) to manage the programme, required a full review of what can be effectively and efficiently delivered.
- 1.2. The cadet programme is a significant investment, particularly from the perspectives of staff time and critical dependence on contributions from Youth Development and external stakeholders. Time dedicated to the programme by CDEM staff reduces time on our core work programme.
- 1.3. In the final quarter of 2022, we considered the challenges we were experiencing; engaged the cadets for feedback to help inform the future delivery of a cadet programme and resolved that we could not re-start the original programme when schools re-opened in February 2023. In January, we invited all cadets and their families to meet with us to explain this situation.

Attachments:

- i. Summary of cadets; feedback regarding CDEM programme activities 2020 – 2022 and requested programme content

2. RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 230201012837
- (b) **Notes** the significant reduction in the Youth Development partnership, the negative impacts of COVID on key support agencies and the significant amount of time needed for our Emergency Management Officer (EMO) to manage the programme.
- (c) **Approves** the current Cadet programme being replaced by a short course aimed at increasing community empowerment and resilience through practical skills delivered with a youth development lens to existing youth groups (option 1)

3. **BACKGROUND**

- 3.1. Waimakariri's CDEM Cadet Unit was the first of its kind in the country, running alongside other youth and cadet programmes in our district such as Air Training Corps, St Johns cadets and short duration programmes delivered in schools.
- 3.2. It was a newly established programme for young people aged 12-17; and would provide training in CDEM as well as skills from partner emergency service agencies and provide a range of personal development opportunities aligned with the Council's youth development strategy and facilitated by the Council's Youth Development Facilitator. It was critically a partnership between the Council's CDEM and Youth Development teams.
- 3.3. During the term of the programme, the Cadets would learn foundation emergency services skills, earn NZQA credits for CDEM and emergency response-related training, and participate in activities to support our local community. They would get a taste of how rewarding a future career in emergency response and volunteering can be.
- 3.4. The key constructs around the original programme were:
 - a) Overall aim – 3 key elements specifically around youth development (YD), emergency response provision (CD) and community empowerment & resilience (CR).
 - b) WDC-owned programme/initiative with WDC needing to recruit youth for it, up to a maximum of 20 annually, and recruit/maintain two or more adult volunteers.
 - c) A multi-year programme, with cadets involved for up to 5 years, aligned with the school terms, running weekly.
 - d) Develops YD and CD hard and soft skills.
 - e) Provides a range of NZQA qualifications/transferrable skills.
 - f) Comprises an element of *giving back to the community* (e.g. working bees).
 - g) Staff structure:
 - WDC (CD and YD)
 - Police
 - Adult volunteers (internal or external and can include cadet parents)
 - Cadets – junior/senior cohorts
 - Agency staff when agencies deliver activities
 - h) Deliberately involves other “Agencies” to provide activities, offers reciprocal arrangements to “Agencies” through activities for their cadets/youth/organisation.
 - i) Prepares youth for potential subsequent involvement in our current CDEM volunteer Sector Post, District Welfare and/or NZRT12 teams.
 - j) Offers programme evolution input to cadets and their parents.

4. **ISSUES AND OPTIONS**

- 4.1. Challenges with the current programme:
 - a) EMO staff time (preparation, delivery, and review).
 - b) Youth Development staff time (preparation, delivery, and review).

- c) Securing involvement of “Agencies.”
 - d) Our ability to offer a lot of fun and engaging activities all the time versus cadet expectations.
- 4.2. COVID had and continues to have an ongoing and significant impact on the programme. During lockdown training continued where possible online, however we lost some cadets. Although face to face training recommenced in April 2022, we have been unable to facilitate activities with the other agencies since then.
- 4.3. When Sam Redman resigned as the Council’s Youth Development Facilitator, Tessa Sturley advised that their involvement in the programme going forward would be reduced. This change in level of support is in alignment with community and youth development principles. Supporting programmes and initiatives in initial stages of development and implementation, through empowering the community/programme to work towards independence is part of best practice model.
- 4.4. As it stands, the current programme is not sustainable given the significant reduced involvement of the Youth Development Office, the negative impacts of COVID on key support agencies, the loss of three adult volunteers, and the significant amount of time needed for our EMO to manage it.
- 4.5. Several times over the course of the programme, we encouraged the cadets to help us review and improve the design of the programme. Having used most of last calendar year to understand and review the programme himself, Paul concluded the programme in its current format, was not sustainable for the reasons outlined above. We initiated two sessions in early November 2022 with the cadets to gauge their feedback on the programme, and their future vision for it (see Attachment i).
- 4.6. It is acknowledged that New Zealand Response Team 12 also run a cadet programme and have approached Council for additional funding. This can be considered as part of the Long-Term Plan process.

Alternative Options

- 4.7. We have considered three alternatives to the original programme, which are:
- 4.7.1. A short (16 hour) course containing highlights from the cadet curriculum that is offered to existing youth groups throughout the district.
 - 4.7.2. An extensive Positive Youth Development (PYD) co-design process conducted in partnership with cadets, youth leaders, and other stakeholders to create a new CDEM Youth programme.
 - 4.7.3. The status quo.
- 4.8. Option 1. The framework for a short eight-week programme could be:
- a) Overall aim is to increase community empowerment and resilience (CR) through practical skills delivered with a youth development (YD) lens to existing youth groups.
 - b) Short duration programme being delivered once each school term, so up to 4 cohorts per year.
 - c) We don’t recruit any youth. We offer the programme to existing youth groups who have already recruited their own youth participants as opposed to the original programme that involved a significant recruitment process involving lots of staff effort.

- d) At approximately 20 – 30 youth per cohort, we could potentially put up to 120 youth through the programme annually.
 - e) Activities will only be CD type activities, but still aimed at YD and CR outcomes.
 - f) Try to connect each cohort to our emerging Community Emergency Hubs, and the programmes can be offered to a range of existing youth organisations across the district.
 - g) Welcome any of the CDEM Cadets from the original programme, to participate in delivery and/or share their cadet experiences, if they wish.
- 4.9. Option 2. A PYD co-design of a CDEM Youth Programme with involvement of cadets and other stakeholders, would require a significant investment of time from both the EMO and YD teams. Under current resourcing, the EMO would have to consider significant re-classification of existing work priorities, e.g. postponing implementation of the Community Emergency Hubs initiative. The commitment by the Youth Development Facilitator for this option would be more than Options 1 or 3 and would be the equivalent of 7.5 hours per month.
- 4.10. Option 3. The status quo would involve recruitment of new cadets and adult volunteers including at least one female; potentially funding adult staff including at least one female if there are no willing volunteers; development of a new curriculum for the existing cohort of cadets that would be progressing to Level Two; gaining assistance from partner agencies that provided support prior to COVID; and a significant re-design of the current programme structure to allow the amalgamation of both the existing and new cohorts. This is also unlikely to be feasible from the EMO perspective in the short-term without a significant re-classification of existing work priorities, e.g. postponing implementation of the Community Emergency Hubs initiative.

Relative Comparison

- 4.11. In terms of inputs (resourcing) the original Cadet programme is costly from the perspectives of staff time and critical dependence on contributions from Youth Development and external stakeholders. The key significance of staff time is that it takes us away from our core work. The dollar costs of this programme are low.
- 4.12. In terms of outputs, the proposed short programme offers opportunity to a larger number of youths, but the personal development value of the short exposure programme would be significantly less and does not attempt to recruit future emergency responders (professionals or volunteers). We anticipate being able to deliver a proposed short programme at the same monetary cost as the original cadet programme.
- 4.13. In terms of outcomes, both programmes contribute to building community resilience by exposing youth participants to a practical and interactive opportunity that highlights hazards, risks and mitigation.

Conclusions

- 4.14. The current cadet programme has become untenable under current WDC resource and COVID impacts on key support agencies. Change is required, to provide a sustainable programme of CDEM relevance to youth of the district.
- 4.15. We need to weigh up whether to provide brief development opportunity for more youth or deeper and more valued development opportunity for a small number of selected youth.

- 4.16. For sustainability and to enable more youth to be involved, we support development and delivery of a short programme alternative to the current cadet programme as outlined above. More work needs to be done to develop the construct and then enable development of the content, i.e. determine activities and find existing youth groups who wish to participate in the programme.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

The subject matter of this report may be of interest to youth organisations across the district and realisation that we can no longer deliver the original Cadet programme, may be an emotive issue for current cohort of cadets.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no financial implications of the decisions sought by this report. Our proposed new program can be delivered within the existing CDEM Cadet Program budget. There is budget included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 Risk Management

There is a risk of dissatisfaction from exiting Cadets and their families arising from the adoption/implementation of the recommendations in this report.

We have attempted to mitigate this risk by engaging the Cadets and their families in reviewing the current programme and designing a revised programme.

6.3 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. **Authorising Legislation**

While the CDEM Act 2002 is the primary driver for delivery of civil defence emergency management, there is no legislation or regulations that require delivery of CDEM cadet programmes of any form.

7.3. **Consistency with Community Outcomes**

The Council's community outcomes for protection and safety of our community and youth development, are relevant to the actions arising from recommendations in this report.

7.4. **Authorising Delegations**

Regulatory Committee for CDEM matters

Attachment i

Summary of cadets; feedback regarding CDEM programme activities 2020 – 2022 and requested programme content

In early November 2022 two sessions were conducted with the Waimakariri Civil Defence Cadets in which their feedback was requested on the activities that were conducted throughout the Cadet programme from 2020 to late 2022, and their vision for the contents and structure of a future CDEM Cadet programme.

The cadets’ appraisal of the activities that had been undertaken was obtained by the use of forms that summarised those sessions, and on which the cadets placed coloured dots under a “thumbs up” or “thumbs down” icon to indicate their approval or disapproval of that activity. An additional board summarised the Cadet Level One Framework on which they placed a green, yellow, or red dot to indicate their appraisal of that topic (Figure 5). Some of the cadets chose to place their dots on the line between the “thumbs up” and “thumbs down” and, upon questioning, agreed that this signified that they did not like those activities but would participate in them, albeit under duress. Also, some boards received more coloured dots than the number of cadets present during the session.

Once the results from the feedback session had been entered into the spreadsheet, they were categorised into one of six categories. These categories were then used to produce a series of posters around which the cadets provided their suggestions of activities that they would like to see in a future iteration of the Cadet Programme. Feedback was also gathered in a small-group stand-up format based around four other topic relating to the programme structure. All of this feedback will be discussed further in this document.

Activity evaluation

The Excel spreadsheet containing the activity feedback was then refined to show the cadets’ evaluation of the various categories as a table and a bar graph (Figure 1). From this graph we can see that they most valued visits and outings (90.4% of approval), followed by fitness activities (84.6%), and practical Civil Defence activities (68.5%). The least valued activities were formal events or programme planning (46.4%) and Unit Standards and Civil Defence theory (42.9%).

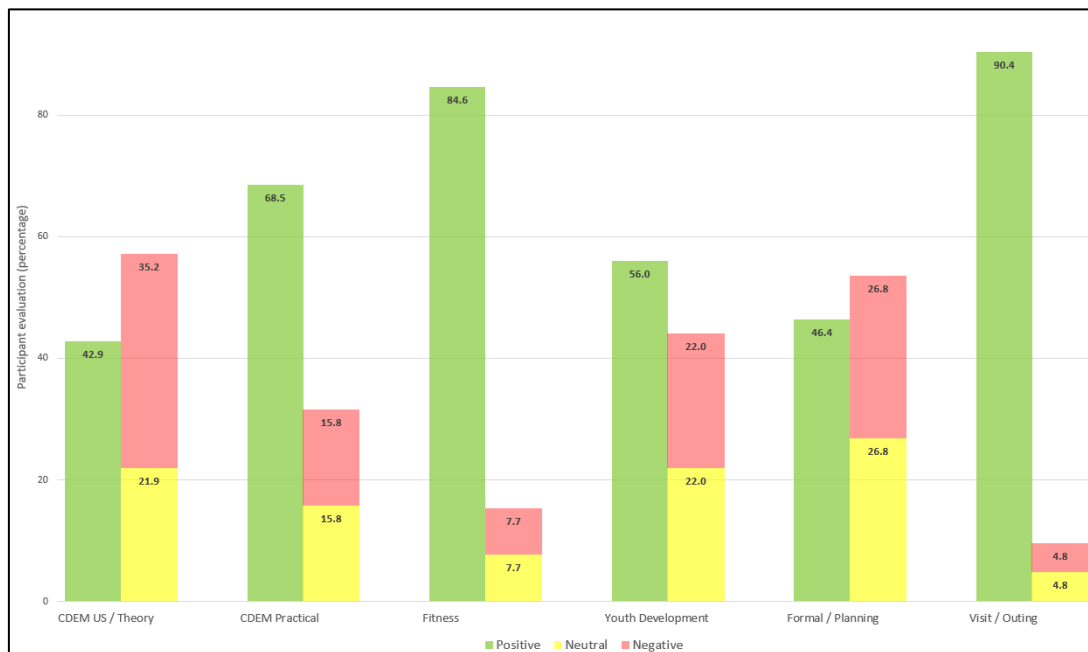


Figure 1: Cadets' evaluation of activity categories

The feedback received on the various components of Level One of the Cadet Qualification Framework, with the addition of the 20-hour Community Emergency Response Team (CERT) basic course, is shown in Figure 2. It can be seen that the NZQA Unit Standard 528 (Demonstrate Survival Techniques for a CDEM emergency) received a 100% approval rating, followed by the Workplace First Aid course (88.9%), practical radio course (70.0%), and Strengthen Finder activities (66.7%). Both the NZQA 7334 Civil Defence

Functions unit standard and 32158 Coordinated Incident Management System level 3 course came in with the lowest approval rating of 33.3%.

The 55.6% approval rating given for the overall CERT course can be compared with the rankings obtained by the individual CERT units, as reflected in Figure 3. From this it can be seen that the course's component units achieved an overall approval rating of 67.6% with the highest scoring units being Fire Safety (87.5%), Light Search and Rescue (81.3%), and the two Disaster Medical units at 72.2% each. Although not strictly a CERT unit, the Community Emergency Hub activation exercise is included for comparison and received the highest approval rating of 88.9%.

Some additional comments were written by cadets on post-It notes. Of the 22 legible notes, ten positively mentioned trips or visits (45.5%), seven referred to practical or physical activities (31.8%), and five specifically commended van rides (22.7%).

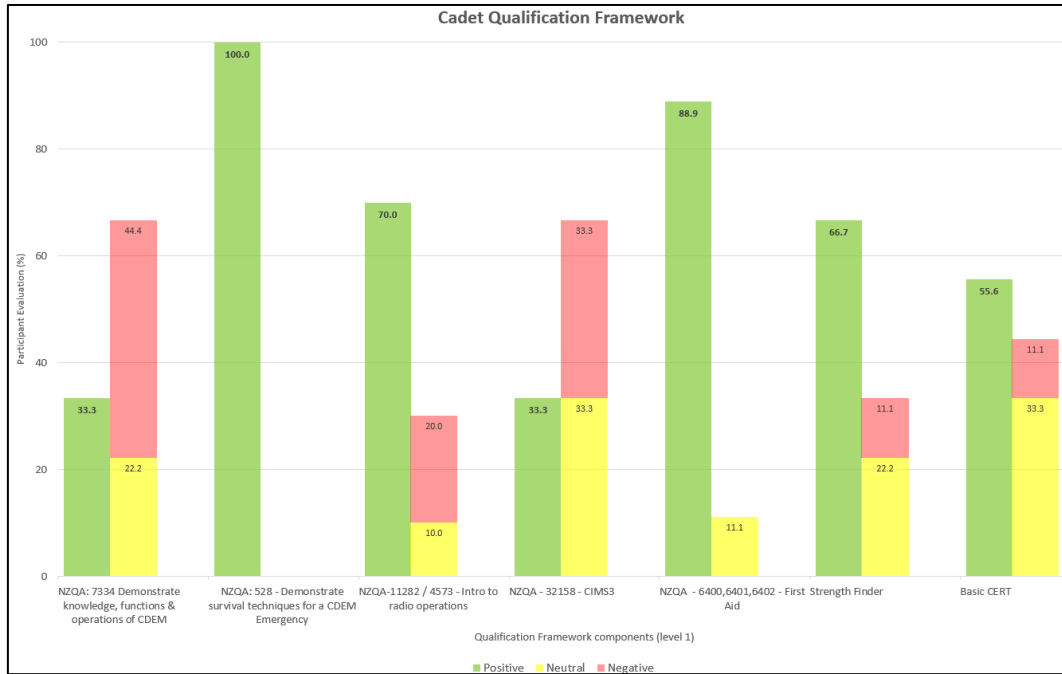


Figure 2: Cadets' evaluations of framework components

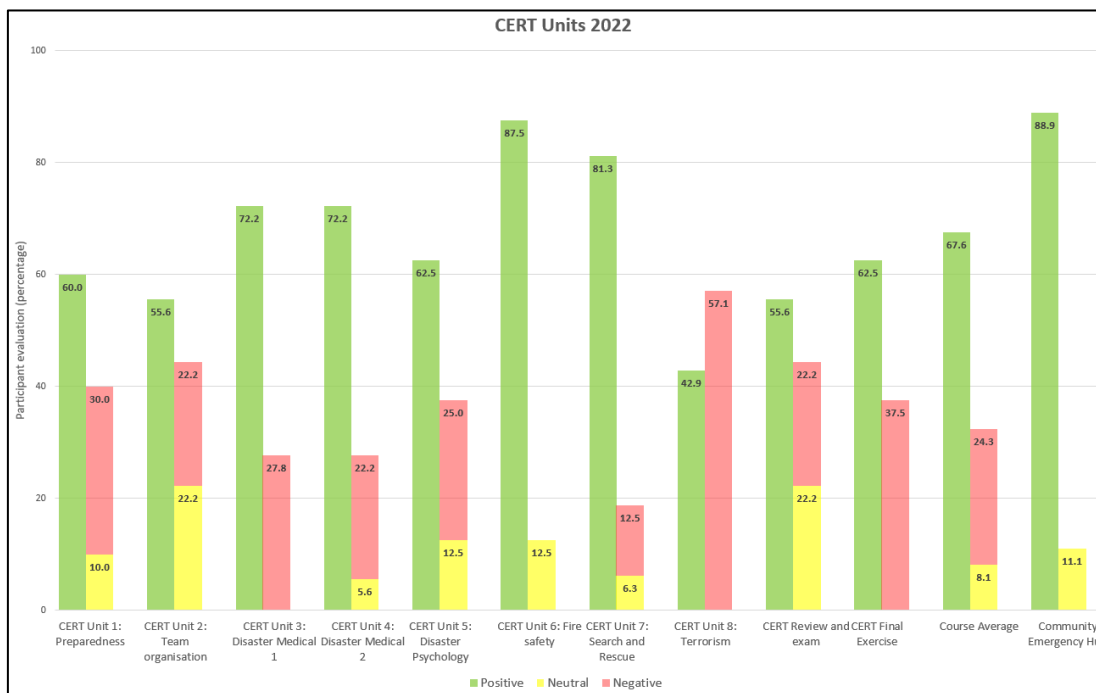


Figure 3: Cadets' evaluations of CERT units

Requested programme contents and format

The second feedback activity consisted of informal discussions designed to ascertain the cadets' aspirations for the contents and format of the Cadet programme going forward. The first part of this activity was centred around seven boards that represented the various components of the existing programme, with some cadets writing their comments on these boards (photos of the results are available in the TRIM document 230125009132). Highlights of the feedback received are:

A. Programme Content

1. Unit Standards board:

- Request for "more radio stuff" (US4573 Intro to Radio Operations)
- Comment that Workplace First Aid (US6400/01/02) was "good fun"
- Addition of Community Emergency Hub with the moniker "fun"
- Observation that US7336 Welfare Centres "look fun"

2. Fitness:

- Request to "do again" for Mt Richardson Hike and another for "more mountains, e.g. Mt Isabell"
- Two requests for swimming and one for a visit to Aqualand in Kaiapoi
- Requests for "self defence unit", "day trips", "bush walks", "hikes", "beach", "surfing trip" and "other things for fitness"

3. Formal / Planning:

- Comment "love getting new things" and requests for "shorts" and "track pants"
- Ticks besides:
 - Christmas Break up / honour night
 - Camp Planning Activity
 - Issue Uniforms
 - Minister's Visit
 - Coat of Arms
- Crosses besides Long Service Awards
- Hyphen besides Future of Cadets
- Comment "More than 2 regular adult leaders. NOT parents. Some of the older members of the community may be interested"

4. Civil Defence Emergency Management Activities:

- Comment "Helicopter Ride" and "funner act" (sic), possibly requesting more fun activities
- Ticks besides CERT Disaster Medical units, Fire Safety unit, Disaster Psychology unit, and Light Search and Rescue units; the Community Emergency Hub exercise, and First Aid camp

5. Civil Defence Emergency Management Unit Standards and Theory:

- No ticks besides any of the 16 units listed
- Comment: "no online"

6. Visit / Outing:

- Ticks besides all 10 visits listed
- Written comments:
 - "Planes, helicopters"
 - "Van trips"
 - "Surfing lesson!"
 - "More visits"
 - "Lots more outdoor activities"
 - "More water activities"

7. Youth Development:

- Ticks besides:
 - Team building
 - Social media / internet safety
 - CV writing
 - Interviewing for a job
 - Positive relationships – Sam
 - Social Media - Ken (with the comment “Ken he’s great, Ken time”)
- Crosses besides Goal Setting and WaiYouth/Youth Council Presentation
- Post-It notes says “More van trips” and “← Yes”, and “Outdoor teams”

B. Programme format and structure

The second part of the structure and content feedback session consisted of informal discussions based around four posters, with the salient points being captured.

1. Structure:

- Some requested a more formal military-style structure with ranks and epaulettes, others desired less distinction between ranks or roles
- Some thought that qualifications should be on badges or epaulette sliders
- There was no clear consensus as to whether there should be leaders and deputy leaders and/or a section structure.

Recruiting:

- Some cadets wanted to continue conducting the recruitment interviews
- Some thought that siblings should not be permitted to participate whilst others disagreed
- Suggestions for recruiting methods include social media, school notices, and talks in assemblies

2. Format / timing:

- Some wanted to keep the dates and times of meetings the same (Tuesday evenings, term time)
- There was a suggestion of some activities during term holidays and/or occasional Saturdays
- Considerable discussion was held around whether there should be another evening meeting for the new intake or two simultaneous meetings
- It was suggested that annual programmes could be colour coded rather than numbered so that the programme could be alternated to allow existing cadets to participate with new entrants in different activities
- The suggestion that some cadets could help train new recruits was mooted although it didn’t appear to obtain widespread support

3. Mentoring / leadership:

- Some cadets could be interested in mentoring new recruits
- A pathway to gaining experience in order to lead was requested and the St John’s leadership development course mentioned
- A single section with leader and deputy or one large group without sections was discussed
- Some did not want section leadership to be allocated on a rotating basis
- A leadership team of four people was also suggested with specific roles allocated such as social media, etc.

Summary

From the feedback received from the cadets over these two sessions, it can be seen that:

- There was a marked preference for trips, visits, and physical activities
- There was little interest in the more theoretical CDEM concepts and principles, e.g. CIMS and CDEM Functions and Operations

- Some of the practical Emergency Management activities were highly rated, e.g. radios, Hubs, and some of the CERT units
- There was no consensus obtained as to the format or structure of the programme going forward

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: BAC-03-117-01 / 221121201456

REPORT TO: DISTRICT PLANNING AND REGULATION COMMITTEE

DATE OF MEETING: 21 March 2023

AUTHOR(S): Vanessa Thompson – Senior Advisor, Business & Centres

SUBJECT: 132 Percival Street Temporary Carpark Development and P120 Restriction

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


General Manager


Acting Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek retrospective approval from the District Plan and Regulation Committee for new parking restriction changes implemented in the Rangiora town centre during November 2022.
- 1.2. A temporary carpark has been established at 132 Percival Street, adding an additional 28 car parks to the public parking supply in the town centre. The temporary carpark opened before the busy Christmas 2022 period to support additional parking for residents and visitors.
- 1.3. Councillors approved the establishment of the temporary P120 restriction carpark at the site at a meeting on 4 October 2022. Council recently purchased the site from the Freemasons.
- 1.4. Staff will monitor and review parking at 132 Percival Street after six months to assess utilisation and the appropriateness of the P120 restrictions. Any restriction changes will be brought back to the District Plan and Regulation Committee to consider as appropriate.

Attachments:

- i. None

2. RECOMMENDATION

THAT the District Plan and Regulation Committee:

- (a) **Receives** Report No. 221121201456.
- (b) **Notes** the recent construction of a temporary unsealed carpark at 132 Percival Street providing an additional 28 car parks to the public town centre supply in Rangiora.
- (c) **Notes** that the Council approved the use of 132 Percival Street as a temporary unsealed carpark on 4 October 2022.
- (d) **Notes** the applied P120 parking restriction aligns with the existing restriction in the Council carpark located at 136 Percival Street, immediately adjacent to the new carpark area.
- (e) **Approves** the P120 restriction and notes that the parking schedule will be updated to reflect the changes.

3. **BACKGROUND**

- 3.1. Following approval from Council in 2022, staff proceeded to negotiate, and subsequently purchase 132 Percival Street (old Freemasons site) on behalf of Council.



Figure 1 – 132 Percival Street (old Freemasons building site)

- 3.2. Through discussions with Council, it was determined that the site be used as a public car park in the short to medium term, noting that the site could be used for future development to support activation of the 'South of High' area.
- 3.3. At a Council meeting on 4 October 2022 Council approved the establishment of a temporary carpark at 132 Percival Street, noting that a further report providing options for more permanent treatment of this site would come back to Council for their consideration sometime in 2023.

4. **ISSUES AND OPTIONS**

- 4.1. The temporary carpark includes:
- Concrete wheel stops
 - P120 parking signage
 - Surface to be unsealed
 - Space for 28 additional cars (parks to be unmarked)
 - Site access via the existing entrances at Victoria and Alfred Streets (linked to the existing public carpark at 136 Percival Street).
 - Heritage fence (fronting Percival Street) to remain in place on the Western property boundary.
- 4.2. The overall design and surface treatment is similar to the Council carpark areas in the Durham off-street carpark.
- 4.3. The intention was to construct the carpark before Christmas 2022 to provide additional visitor and customer parking over the holiday period.



Figure 2 – 132 Percival Street temporary carpark design example
NB: the Percival Street entrance will not be available in the final constructed carpark. The carpark will contain wheel stops only and not wooden parking bay demarcation barriers.

- 4.4. Staff will monitor and review parking at 132 Percival Street after six months to assess the appropriateness of the P120 restrictions and/or whether different restriction options are more appropriate in support of community use.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Additional public parking supply in the Rangiora town centre may help to relieve parking pressure in high demand areas.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Additional town centre public parking is likely to be welcomed by the majority of central businesses and organisations.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Additional town centre public parking is likely to be welcomed by the majority of the community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

The budget for this project of \$16,000 (GST exclusive) assigned to budget code PJ-102060.000.5133 has previously been approved by the Management Team on 7 November 2022. Budget was taken from the unallocated Blake Street carparking extension budget of \$1,100,000, as that project was unable to be delivered as anticipated.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. In installing a temporary carpark Council may set up an expectation in the community that parking is always going to be provided at the site. The unsealed / minimal level of service aesthetics of the carpark may help to signal its temporary nature.

6.4 **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

7.3. **Consistency with Community Outcomes**

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

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's transportation system is keeping pace with increasing traffic numbers.

7.4. **Authorising Delegations**

The District Plan and Regulation Committee has the authority to approve parking restriction changes across the district.