

## WAIMAKARIRI DISTRICT COUNCIL

### MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 21 JUNE 2022 AT 1PM

#### PRESENT:

Deputy Mayor N Atkinson (Chairperson), Councillors, W Doody, N Mealings, P Redmond and Mayor D Gordon (ex officio).

#### IN ATTENDANCE

Councillor J Ward,

J Millward (Acting Chief Executive), T Tierney (Manager Planning and Regulation) (via Zoom), V Thompson (Business and Centres Adviser), M Bacon (Development Planning Manager), B Charlton (Environmental Services Manager), R McClung (Policy Planner), S Hart (Recovery Manager), I Carstens (Senior Resource Management Planner), B Wiremu (Emergency Management Adviser), and A Smith (Governance Coordinator).

#### **1 APOLOGIES**

Moved Mayor Gordon                      Seconded Councillor Redmond

**THAT** an apology for absence be received and sustained from Councillor Barnett.

**CARRIED**

#### **2 CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

#### **3 CONFIRMATION OF MINUTES**

##### **3.1 Minutes of a meeting of the District Planning and Regulation Committee held on 26 April 2022**

Moved Councillor Doody                      Seconded Councillor Redmond

**THAT** the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the District Planning and Regulation Committee, held on 26 April 2022, as a true and accurate record.

**CARRIED**

#### **4 MATTERS ARISING**

There were no matters arising.

#### **5 DEPUTATIONS**

There were no deputations.

## 6 REPORTS

### 6.1 Kaiapoi Parking Restrictions Changes – Vanessa Thompson (Business & Centres Advisor) and Shane Binder (Transportation Engineer)

V Thompson presented this report, seeking approval to implement six parking restriction changes in the Kaiapoi town centre, which were previously endorsed by the Kaiapoi-Tuahiwi Community Board in February 2022. There had been initial consultation undertaken in November and December 2021, and then, following the April DP&R committee meeting, additional engagement with businesses and residences was conducted in May. Approximately 70 flyers were circulated to businesses and some residences in the areas of the proposed changes and there had been no additional feedback received to indicate that the consulted parties felt they would be impacted by the proposed changes.

There were no questions.

Moved Mayor Gordon Seconded Councillor Redmond

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096127.
- (b) **Notes** the original three week community/affected business consultation period that was undertaken to solicit feedback related to the proposed parking restriction changes.
- (c) **Notes** the additional select business/residences consultation period in May 2022 (for 2.5 weeks) at the request of the District Plan and Regulation Committee.
- (d) **Notes** that public feedback was generally supportive of the changes, as evidenced in the 'Let's Talk Waimakariri' summary public engagement report.
- (e) **Notes** that the proposed changes better reflect current utilisation and seek to respond more appropriately to parking demand in the identified areas.
- (f) **Approves** the six parking restrictions changes, as follows:

ITEM	TOWN	STREET	LOCATION	SIDE OF STREET	RESTRICTION	QUALIFYING REMARKS
1.	KAIAPOI	WILLIAMS STREET	CAREW ST TO OHOKA RD	WEST	P15	ADD 1X PARK, NEXT TO THE DAIRY ON THE CORNER OF OHOKA RD/WILLIAMS ST
2.	KAIAPOI	WILLIAMS STREET	HILTON ST TO RAVEN QUAY	BOTH	P60 / P15	P60 FOR ALL PARKS EXCEPT 1X P15 PARK IN FRONT OF THE DAIRY
3.	KAIAPOI	WILLIAMS STREET	RAVEN QUAY TO CHARLES ST	WEST	P60	CHANGE THE CURRENT P15 PARKS DIRECTLY IN FRONT OF 137 WILLIAMS STREET
4.	KAIAPOI	WILLIAMS STREET	CHARLES ST TO SEWELL ST	EAST	P120	CHANGE THE CURRENT P15 PARKS IN FRONT OF THE SHOPPING COMPLEX
5.	KAIAPOI	CHARLES STREET	DAVIE ST TO WILLIAMS ST	SOUTH	P60	
6.	KAIAPOI	RAVEN QUAY	BLACK ST TO WILLIAMS ST	BOTH	P60	

**CARRIED**

6.2 **Application to the Heritage Fund - Recommendations of Staff – Gina Maxwell (Policy Technician) and Ian Carstens (Senior Resource Management Planner)**

I Carstens presented this report, which seeks consideration of the Heritage Funding application from the Ashley Community Church. The church building was built in 1871 and required repair work on electrical wiring and fittings. A quote had been received for the required work for \$3,129.50. The building had a high cultural and structural significance as one of the first churches built in Ashley township and meets the criteria required. The church had a Heritage Place 2 category rating and the community had undertaken fundraising for some of the required repair work.

Staff support the application, noting the importance of updating older wiring and electrical fittings and the installation of entrance lighting necessary for visitor safety. Having electrical wiring and fittings upgraded will also reduce the risk of fire in the building and meet required insurance standards.

Moved Councillor Redmond

Seconded Councillor Atkinson

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096255.
- (b) **Notes** the accumulated amount available in The Heritage Fund is \$35,749.84.
- (c) **Approves** from The Heritage Fund of \$3,139.50 for the application received from The Ashley Community Church.
- (d) **Notes** the balance of the Heritage fund will be \$32,610.34.

**CARRIED**

Councillor Redmond supports this funding request, noting that there was still a reasonable amount available in the fund.

Mayor Gordon supports this application and also noted there may be financial support requested in the future through the Heritage Fund, for St Stephens Church in Tuahiwi. This is also a significant historical church in the district.

6.3 **Appointment of Second Recovery Manager – Brennan Wiremu (Emergency Management Advisor)**

B Wiremu presented this report, recommending the appointment of Alistair Gray as a second Recovery Manager for the District. It would be a real benefit to the Council to have two staff to provide more depth to this role.

Moved Councillor Atkinson

Seconded Mayor Gordon

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. CDE-21/ 220518079864.
- (b) **Appoints** Alistair Gray as a Recovery Manager for Waimakariri District Council.

**CARRIED**

Councillor Atkinson believes that Alistair Gray is the right person for this job. Mayor Gordon endorsed the comments of Councillor Atkinson.

6.4 **Development Planning Unit Update – Matthew Bacon (Development Planning Manager)**

M Bacon presented this report, which was taken as read. Rachel McClung, who recently re-joined the Council staff, as a Policy Planner, was introduced to the Committee members.

Councillor Mealings enquired if it was known when the NPS's were being presented. M Bacon advised that there was no definite dates when these are going to be released.

Moved Councillor Atkinson                      Seconded Councillor Doody

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220525085078.
- (b) **Notes** the current activities and operations of the Development Planning Unit.

**CARRIED**

7 **CORRESPONDENCE**

There was no correspondence.

8 **PORTFOLIO UPDATES**

8.1 **District Planning Development – Councillor Kirstyn Barnett**

Councillor Barnett was an apology.

8.2 **Regulation and Civil Defence – Councillor Philip Redmond**

The Building Unit staff remain under significant pressure due to the volume of applications, and staff absences related to Covid and the flu. There had been some issues with building consents needing to be varied due to changes in building materials. There had been a slow but steady increase in complaints relating to heat pump noise, some of these breaching the District Plan rules and relating to faulty units that need to be repaired.

Civil Defence – noted a new initiative in the establishment of community emergency hubs, to enhance community resilience. It is hoped to pilot four of these hubs initially. These will be in the form of a cupboard space to increase capability of existing facilities in the community and supporting already established community groups. This space would hold equipment for administration to be used during an emergency.

A new CDEM Educator in Schools had been employed on a casual employment contract, April Lander. It was noted that there was still 16 Cadets, and the Cadet programme only lost three cadets when the programme was suspended during Covid, which was a good outcome. Thanks were extended to the two Council staff who had been volunteering their own time to support this Cadet Programme – Sherriane Nation and Lauren Anson. As they will both soon be on extended leave from the Council, there was a need to find replacements for these roles. It was

agreed that Sherrienne and Lauren would both be acknowledged by the Management Team for the work they had undertaken in these voluntary roles.

**9 QUESTIONS UNDER STANDING ORDERS**

There were no questions.

**10 URGENT GENERAL BUSINESS**

There was no urgent general business.

**NEXT MEETING**

The next meeting of the District Planning and Regulation Committee is scheduled for 1pm, on Tuesday 23 August 2022.

As there was no further business, the meeting concluded at 1.24pm.

CONFIRMED

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Chairperson  
Deputy Mayor Neville Atkinson

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23 August 2022