

# Ashburton District Council

## AGENDA

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### **Notice of Meeting:**

A meeting of the Ashburton District Council will be held on:

**Date:** Wednesday 18 December 2024

**Time:** 1pm

**Venue:** Hine Paaka Council Chamber  
Te Whare Whakatere, 2 Baring Square East, Ashburton

### **Membership**

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	Russell Ellis
	Phill Hooper
	Lynette Lovett
	Rob Mackle
	Tony Todd
	Richard Wilson



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## **4. Council Minutes – 4 December 2024**

Minutes of the Council meeting held on Wednesday 4 December 2024, commencing at 1.00pm in the Hine Paaka Council Chamber, Te Whare Whakatere, 2 Baring Square East, Ashburton.

### **Present**

His Worship the Mayor, Neil Brown; Deputy Mayor Liz McMillan and Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper, Lynette Lovett, Rob Mackle, Tony Todd and Richard Wilson.

### **In attendance**

Hamish Riach (Chief Executive), Toni Durham (GM Democracy & Engagement), Ian Hyde (GM Compliance & Development), Neil McCann (GM Infrastructure & Open Spaces), Sarah Mosley (GM People & Facilities), Tania Paddock (Acting GM Business Support) and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Ian Soper (Open Spaces Manager), Simon Worthington (Economic Development Manager), Mark Low (Strategy & Policy Manager), Tayyaba Latif (Policy Advisor), Erin Register (Finance Manager), Renee Julius (Property Manager) and Jacqui Watson (Property Legal Counsel).

Nicki Malone (Xyst) – via MS Teams until 1.22pm.

James Caygill (NZTA) – 2.55pm-3.40pm.

One member of the public.

### **1 Apologies**

Nil.

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

*Item 12* – the Mayor and Deputy Mayor both declared an interest and gave notice that they will leave the meeting.

### **4 Confirmation of Minutes**

#### **- Council – 20/11/24**

**That** the minutes of the Council meeting held on 20 November 2024, be taken as read and confirmed.

McMillan/Hooper

Carried

### **5 Biodiversity Advisory Group – 4/11/24**

**That** Council receives the minutes of the Biodiversity Advisory Group meeting held on 4 November 2024.

Wilson/Lovett

Carried

Cr Mackle attended at 1.08pm.

- **Planting on road reserves for environmental benefits**

The recommendation wasn't fully supported. Those speaking against suggested that Council should firstly undertake consultation to determine who would be responsible for the plantings (e.g. for fire risk) and whether there will be any impact on roading.

**That** Council considers options for native planting on rural road reserves using appropriate native plants with maximum height <1.5 metres.

Wilson/Braam Carried

Cr Lovett recorded her vote against the motion.

## 6 **Approval of the Ashburton District Reserve Management Plan**

1. **That** Council, in its role as hearings panel for the Ashburton District Reserve Management Plan approves recommended changes to the Lake Camp section of the Reserve Management Plan, thereby completing deliberations for Lake Camp.
2. **That** Council approve the minutes of the deliberations on the draft Ashburton District Reserve Management Plan as a record of the agreements reached by the Hearings Panel on amendments to the draft Ashburton District Reserve Management Plan (Appendix C of the agenda report).
3. **That** Council approves the final Ashburton District Reserve Management Plan 2024 (Appendices D to H of this report).
4. **That** Council delegates to the Group Manager Infrastructure and Open Spaces the authority to approve any minor amendments to the Ashburton District Reserve Management Plan 2024 prior to publication, and report any changes to Council.

Braam/Lovett Carried

Council carried the motion unanimously and thanked Nicki Malone for her input and work undertaken throughout the review process.

## 7 **Central Business District Road Closure Issues & Options**

1. **That** Council receives the report.
2. **That** Council directs staff to report further on the four potential alternative options.

Ellis/Cameron Carried

## 8 **Economic Development Report December 2024**

**That** Council receives the Economic Development Strategy six monthly progress report.

McMillan/Todd Carried

## 9 **Financial Variance Report October 2024**

**That** Council receives the October 2024 financial variance report.

Todd/Braam Carried

### **Business transacted with the public excluded – 1.49pm**

**That** the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each 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:

<b>Item No</b>	<b>General subject of each matter to be considered:</b>	<b>In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:</b>
<b>10</b>	Council – 20/11/24	

	<ul style="list-style-type: none"> <li>• Sale of former Council site [Now in open meeting]</li> <li>• Award of Contract WATE0283</li> </ul>	Section 7(2)(h)	Commercial activities
<b>11</b>	Aviation Museum Soc Trust Lease	Section 7(2)(h)	Commercial activities
<b>12</b>	Tender of former Polytech buildings	Section 7(2)(h)	Commercial activities

Braam/Lovett

Carried

Council resumed in open meeting at 2.22pm.

### Welcome to Staff (2.34pm)

Katie Perry, People & Capability Manager, introduced new staff – Feturi Brown (Library Assistant/Customer Services), Divya Saluja (Customer Services), Ulrich Glasner (Water Services Manager) and Yashar Sholehpaq (Collections Registrar).

Council also acknowledged 5 years' long service of Connor Lysaght (Senior Museum Curator)

Council adjourned for afternoon tea from 2.35pm to 2.55pm.

### Business transacted with the public excluded – 2.55pm

**That** the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each 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:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
<b>13</b>	Second Ashburton bridge funding	Section 7(2)(h)	Commercial activities
<b>That</b> James Caygill, NZTA Director of Regional Relationships, be present for discussion as part of Item 13.			
		Ellis/Mayor	Carried

### Business transacted with the public excluded now in open meeting

- **Ashburton Aviation Museum Society Trust – ground lease at Ashburton Airport**

**That** Council enters into a ground lease with Ashburton Aviation Museum Society Trust for approximately 8,859m<sup>2</sup> of land at Ashburton Airport for a period of 10 years with two rights of renewal for ten years each at an initial rental of \$2,400.00 per annum plus GST, including all clauses contained in the draft lease provided to Council.

Cameron/Lovett

Carried

- **Tender of buildings at former Polytech site – Cameron Street**

**That** Council demolishes the three relocatable buildings sited at the former Polytech site, 258 Cameron Street, Ashburton, in the current financial year, in accordance with the Long-Term Plan 2024-2034.

Cameron/Mackle

Carried

The meeting concluded at 4.11pm.

Confirmed 5 February 2025

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MAYOR

## 5. *Audit & Risk Committee Minutes*

Minutes of the Audit & Risk Committee meeting held on Wednesday 27 November 2024, commencing at 1.00pm, in the Hine Paaka Council Chamber, Te Whare Whakaterere, 2 Baring Square East, Ashburton.

### **Present**

Mayor Neil Brown, Councillors Russell Ellis (Chair), Leen Braam, Carolyn Cameron, Liz McMillan, Richard Wilson and Murray Harrington (via MS Teams).

### **Also present:**

Councillors Phill Hooper, Lynette Lovett, Rob Mackle and Tony Todd.

### **In attendance**

Hamish Riach (CE), Tania Paddock (Acting GM Business Support), Toni Durham (GM Democracy & Engagement), Sarah Mosley (GM People & Facilities), Ian Hyde (GM Compliance & Development) and Carol McAtamney (Governance Support).

Staff present for the duration of their reports:

Erin Register (Finance Manager), Lauretta Smith (Accountant), Femke van der valk (Policy Advisor), Richard Wood (Sport & Recreation Manager), Katie Perry (People & Capability Manager) and Andrew Malcolm (Safety & Wellness Lead).

### **1 Apologies**

Nil.

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

Nil.

### **4 Confirmation of Minutes**

**That** the minutes of the Audit & Risk Committee meeting held on 23 October 2024 be taken as read and confirmed.

Cameron/Wilson

Carried

### **5 Bancorp Treasury Report – September 2024**

**That** Council received the Bancorp Treasury report for the September 2024 quarter.

Cameron/McMillan

Carried

**6 Civic Financial Services – half yearly accounts to 30/06/24**

It was noted that a review of insurance is currently being undertaken and part of this review will include the pros and cons as to continuing to be a member of Riskpool.

**That** the Audit & Risk Committee receives the Civic Financial Services Ltd half-yearly accounts to 30 June 2034.

Ellis/Braam

Carried

**7 EA Networks Centre Income and Expenditure**

**That** the EA Networks Centre financial report for October 2024 be received.

Cameron/Wilson

Carried

**8 ADC Annual Report 2023/24**

**That** the Audit and Risk Committee receives the adopted Annual Report 2023/24.

McMillan/Cameron

Carried

**Business transacted with the public excluded – 1.21pm**

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each 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:

<b>Item No</b>	<b>General subject of each matter to be considered:</b>	<b>In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:</b>	
<b>9</b>	Audit & Risk Committee – 27/11/24	Section 7(2)(a)	Protection of privacy of natural persons
<b>10</b>	Health and Safety Report	Section 7(2)(a)	Protection of privacy of natural persons

Cameron/McMillan

Carried

The meeting concluded at 2.22pm.

## 6. *Methven Community Board – 2/12/24*

Minutes of the Methven Community Board meeting held on Monday 2 December 2024, commencing at 9.00 am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

### Present

Kelvin Holmes (Chair), Megan Fitzgerald, Allan Lock, Richie Owen, Robin Jenkinson and Cr Liz McMillan.

### In attendance

Hamish Riach (Chief Executive), Linda Clarke (Communications Advisor) and Phillipa Clark (Governance Support).

#### 1 Apologies

Mayor Neil Brown and Cr Rob Mackle Sustained

#### 2 Extraordinary Business

Nil

#### 3 Declarations of Interest

*Item 6* – Cr McMillan will withdraw from the debate and decision

*Items 5 & 7* – Megan Fitzgerald will withdraw from the debate and decision

#### 4 Confirmation of Minutes

**That** the minutes of the Methven Community Board meeting held on 21 October 2024, be taken as read and confirmed.

Jenkinson/Owen Carried

#### *Matters arising*

- Arts & Growers market funding – the MCB logo will be provided to the applicant.
- Roadside maintenance – the approach to the town near the relocated speed sign is to be sprayed. Officers have been asked for an update on this work, to be reported back to the Board.

#### 5 Discretionary Grant Request – Methven Toy Library

Megan withdrew for this item.

**That** Methven Community Board allocates \$737 from its discretionary fund to the Methven Toy Library to upgrade toy shelving.

McMillan/Lock Carried

#### 6 Discretionary Grant Request – Methven & Foothills Walking Festival Funding

Liz withdrew for this item.

**That** the Methven Community Board allocates \$1,000 from its discretionary fund to the Methven and Foothills Walking Festival for the 2025 event.

Holmes/Fitzgerald Carried



## 7 Discretionary Grant Request – Mt Hutt Memorial Hall

Megan withdrew for this item.

The Board supported funding the full amount required for the painting work.

**That** Methven Community Board allocates \$1,807.80 from its discretionary fund to the Mt Hutt Memorial Hall Board for the interior painting.

McMillan/Holmes

Carried

## 8 Activity Reports

**That** the reports be received.

Owen/Jenkinson

Carried

### 8.1 Infrastructure & Open Spaces

#### • **Roading**

It was noted that the Spaxton St reseal work has been completed. Board members reported an issue with water drainage around this area and suggested a soak hole may be needed.

Roading signage – the Board asked for a “No Exit” sign to be installed at the entry to the resource recovery park on Methven Chertsey Road.

#### • **Open Spaces**

Garden of Harmony – the draft landscape concept plan has been prepared and will be reviewed by the Methven Lions. The Board would like the opportunity to see the plan and any community feedback ahead of Council’s review and decision. Potentially, a report may be included in the January MCB agenda with a recommendation to Council in February.

#### • **Cemetery**

Damage being caused by rabbits will require further discussion. The Board acknowledged this is an issue around the wider town and district.

#### • **Solid Waste**

The Board has asked for a progress report on the compactor which is programmed in the Long-term Plan. It was noted that the Ashburton compactor will be relocated to Methven when suitable land is identified. An update on the timeline for this project will be reported back to the Board.

### 8.2 Democracy & Engagement

#### • **Strategic Plan**

The Chair commented positively on the community participation and engagement at the two recent Strategic Planning forums in Methven. Yesterday’s meeting concluded the direct consultation.

#### • **Stockwater exit**

It was agreed that having a Community Board stance will be important. The Board will be included in the consultation process.

Megan and Allan will attend the Mt Harding catchment meeting tomorrow on behalf of the Board. This meeting is facilitated by ECan.

#### **8.4 Business Support**

- **Finance report**

It was noted there's a \$2,100 overspend showing in the grants budget. Officers will check and provide an explanation.

The meeting concluded at 9.55am.

Confirmed 27 January 2025

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Chairman

## 7. Road Safety Co-ordinating Committee – 3/12/24

Minutes of the Ashburton District Road Safety Co-ordinating Committee meeting held on 3 December 2024, commencing at 9.30am in the Wakanui Room, Te Whare Whakaterere, 2 Baring Square East, Ashburton.

### 1 Welcome and Apologies

**That** apologies for absence be received from Lucy Mehrtens (Road Safety – South Canterbury), Chris Chambers (Waka Kotahi), Stephen Burgerhout (NZ Police), John Skevington (Automobile Association) and Steve Ochsner (FENZ)

Richard Wilson/Jesse Shearer

Carried

#### Present:

Neil Brown	Mayor	James Long	Waka Kotahi
Liz McMillan	ADC Deputy Mayor (Chair)	Jesse Shearer	FENZ
Phill Hooper	ADC Councillor	Andrae Gold	ACADS
Richard Wilson	ADC Councillor	Shane Cochrane	NZ Police
Jim Crouchley	Ia Ara Aotearoa/Transporting NZ	Neil Simons	Principal Association

#### In attendance:

Mark Chamberlain	Roading Manager	Carol McAtamney	Governance Support Officer
Georgie Wilson	Road and Safety Technician		

### 2 Notification of Extraordinary Business

Nil.

### 3 Confirmation of Minutes

It was noted that Chris Chambers from Waka Kotahi was present at the meeting and not Craig Chambers as stated.

**That** the minutes of the Ashburton District Road Safety Coordinating Committee meeting held on 3 September 2024, be taken as read and confirmed.

Neil Simons/Phill Hooper

Carried

### 4 Correspondence

Nil.

### 5 Reports/Agency Updates

#### 5.1 Ashburton District Road Safety

- Road Safety representatives from Ashburton, Timaru, Selwyn and Hurunui District Councils are to attend the Kirwee field days with an aim to promote the 20km speed limit when passing school buses.

- Contact also to be made with bus companies to promote the reinstatement of the 20km flashing speed limit signs at the rear of stopping school buses.
- Additional signage to be placed in the library to increase the awareness of the CoDriVr usage.

## **5.2 Rumble Strip Report**

A trial of the effectiveness of rumble strips providing an additional warning to drivers that an intersection ahead was undertaken. Results of the trial were presented to the Committee.

## **5.3 Waka Kotahi/NZTA**

- Members expressed their disappointment with the poor quality of the repairs that have been undertaken on State Highway 1 south through Tinwald. The same repairs have been undertaken three times and are still of a poor quality.
- Methven highway/SH77 road works – there have been traffic light stops on the highway for months, even when works are not being carried out. It was questioned as to whether these can be removed when there is no work being undertaken. Advised that it depends on the complexity of the site and whether it can be made safe to remove the stops/delays.

## **5.4 Safer Mid Canterbury**

- Has established a legal entity to enable the Trust to apply for funding for the construction of the bike skills park.
- Hope to bring completed design of the park back to March road safety meeting.

## **5.5 ACADS**

- Summer road safety merchandise/promotion is to be launched within the next two weeks through to March 2025.
- It was noted that this will be Andrae's last meeting. The Chair extended thanks and appreciation to Andrae for her service and commitment.

## **5.6 Ia Ara Aotearoa/Transporting NZ**

- Continue to express concerns with the design of the NZTA north bound weighbridge facility from a safety perspective
- Traffic build up in Tinwald is affecting truck drivers who are finding it difficult to manage drivers hours and the potential animal welfare issues through 'heat stress' particularly during the summer months. Drivers can face wait times of up to 45 minutes to get through Ashburton on many occasions.
- Suggestion of potentially closing the Melcombe Street crossing during peak times.
- It was noted that it is difficult to stop people driving down a road that they are legally entitled to drive down.

## **5.7 FENZ**

- A report detailing road incident statistics was tabled and worked through.
- Also advised issues with response times due to State Highway 1 traffic congestion.

It was suggested that both FENZ and Ia Ara Aotearoa write to the Minister of Transport, Simeon Brown, outlining the issues that both organisations and their members are facing.

A request was made for statistics on how often the traffic light systems on State Highway 1 are overridden to improve traffic flow (NZTA to provide).

**Post meeting note**

*The traffic signals through the Tinwald and Ashburton corridor are set to automatically adjust the signals timings based on the time of day / traffic levels and queues using a SCATS system. Typically, these settings are not overridden by the WTOC team unless there are unusually high levels of congestion or planned events such as Wings over Wanaka, concerts in Dunedin and so on.*

**5.8 NZ Police**

- A 24 operation at the weigh station resulted in one truck driver failing a breath test.

**5.9 Principals Association**

- It was advised that Council is currently waiting for certification to enable installation of variable school speed limit signs. It is anticipated that this will come through towards the end of December.
- ADC will undertake comms once they are installed.

**6 Next Meeting**

The next meeting is scheduled for Tuesday 4 March 2025 at 9.30am.

The meeting closed at 10.46am.

## 8. *Stockwater Transition Working Group – 5/12/24*

Minutes of a meeting of the Stockwater Transition Working Group held on Thursday 5 December 2024, in the Hine Paaka Council Chamber, 2 Baring Square East, Ashburton, commencing at 1.30pm.

### Present

Mayor Neil Brown; Councillors Richard Wilson (Chair) and Carolyn Cameron; John Wright (Consultant),

*Via MS Teams* Sally Reihana and Treena Davis (Aoraki Environmental Consultancy), David Acland and Darryl Hydes (Federated Farmers) and Marcelo Wibmer (ECan).

### In attendance

Neil McCann (GM Infrastructure & Open Spaces), Toni Durham (GM Democracy & Engagement), Andrew Guthrie (Assets Manager), Crissie Drummond (Infrastructure Services Support Lead), Janice McKay (Communications Manager) and Phillipa Clark (Governance Support).

### 1 Apologies

Nil.

### 2 Confirmation of Minutes

**That** the minutes of the Stockwater Transition Working Group meeting held on 31 October 2024 be taken as read and confirmed.

Cameron/Mayor

Carried

### 3 Stockwater Service Exit Transition Plan

Final draft Stockwater Exit Transition Plan presented.

- Stockwater reserve deficit balance of \$1.8 million.

#### Proposed approach

The updated Plan now includes provision for Council to establish a memorandum of understanding with another party prior to committing to any changes to the order of consideration and wider programme of work. Officers explained that this addresses the concern that having a regimented approach may dissuade people. Council would need to be certain that a proposal from another party (interested in taking over an intake) had merit, then it could be advanced without further delaying the project.

Working Group members all spoke in support of the Plan and the proposed approach agreeing that it provides flexibility and is transparent. AEC have noted the positive inclusion of the condition for pre-consideration so it's brought back to the Group for discussion. Marcelo also spoke in support, highlighting that the provision for Council to transfer existing resource consents, while not a matter for this Group, could be a complicated situation.

#### Next steps

A report has been prepared for Council to consider and adopt the Stockwater Exit Transition Plan on 18 December. Minor updates will be made following today's discussion and feedback.

Following approval of the Plan and after the next Working Group meeting, a community update will be provided to show how the project is tracking. It was noted that the online stockwater exit community newsletter now has 48 subscribers.

Officers will investigate the feasibility of having a FAQ site on the web along with a site for questions specifically related to the stockwater exit to be asked.

Officers advised that the usual line of communication will continue to be through Customer Services and Council's CRM process which allows all requests to be recorded and tracked. Information from the CRM will be reported back to the Working Group.

## **6 Next meeting**

The next meeting of the Stockwater Transition Working Group is scheduled for Thursday 6 March 2024, commencing at 3.30pm.

The meeting concluded at 11.50am.

## 9. *Three Waters Committee – 5/12/24*

Minutes of the Three Waters Committee meeting held on Thursday 5 December 2024, commencing at 1.30pm, in the Hine Paaka Council Chamber, Te Whare Whakaterere, 2 Baring Square East, Ashburton.

### Present

Mayor Neil Brown, Councillors Russell Ellis (Chair), Lynette Lovett, Liz McMillan and Tony Todd.

### In attendance

Hamish Riach (CE), Neil McCann (GM Infrastructure & Open Spaces), Toni Durham (GM Democracy & Engagement), Tania Paddock (Acting GM Business Support), Andrew Guthrie (Assets Manager), Hernando Marilla (Operations Manager), Ulrich Glasner (Water Services Manager), Janice McKay (Communications Manager) and Phillipa Clark (Governance Support).

### 1 Apologies

Cr Phill Hooper

Sustained

### 2 Extraordinary Business

**That** pursuant to Section 46A(7) of the Local Government Official Information & Meetings Act 1987 the following item be introduced as extraordinary business, item 4.3.

- Water demand management

Lovett/Todd

Carried

### 3 Declarations of Interest

Nil.

### 4 Three Waters Operations

#### 4.1 General operations and maintenance activities

Three portable generators are available to be used around various sites during power shortages. This includes a generator with the capacity to run for 24 hours.

Officers reported there are predictions of power outages in the near future – NIWA are reporting an upcoming solar storm which is predicted to have an impact on power supplies and communication systems.

#### 4.2 Ocean Farm

The contract for grazing stock at Ocean Farm has gone out for tender, closing 13 December 2024.

The Committee noted that drone spraying was recently carried out and asked for more detail on the areas of the farm that have received additional fertiliser. The Committee will be updated in February.



## 5 Projects

- **UV filtration – Dromore**

The Dromore site is on hold, due to land access issues. While the possibility of gaining access will continue to be pursued, Officers also are looking at the option of a different site or connecting to the Ashburton scheme.

- **Rakaia sludge drying beds**

Work has been completed and the site was commissioned today.

- **NE Ashburton wastewater**

Design work has been completed for the first stage. Officers will update the Committee in February. The consultant has identified the need for three pump stations and officers have asked for further information on the extent of area the pumps would service to determine whether all properties will be able to connect. A pressure sewer is an option but will firstly determine whether the gravity option will work. Once the required number of pump stations is known, all options will be costed.

- **Ocean Farm irrigation investigation**

Proposals were requested from two companies and both have submitted. These are being reviewed by officers and will be reported back to the Committee in February.

The Committee noted there is currently no funding for an irrigation upgrade, due to the uncertainty of how it will look.

### 4.3 Extraordinary business – Water Demand Management

Officers are aware that some water supplies are coming under pressure at certain times of the day with high use attributed to recent hot weather. Hosing restrictions haven't been applied on the Ashburton scheme in recent years, but consideration will need to be given to making the community aware of the potential for water restrictions to be introduced.

The Committee agreed that an educational approach should be undertaken initially with district-wide messaging to raise awareness of the need to water sensibly and avoid hosing at the times when household use is likely to be greater.

The Committee supported water restrictions being imposed if levels of service need to be kept.

### 4.4 Drinking water compliance

Officers reported that a solution for the Montalto scheme continues to be addressed with the support of Taumata Arowai.

Further reporting on this and other compliance matters will be provided to the Committee.

## 6 Election of Deputy Chair

### Recommendation to Council

<b>That</b> Councillor Liz McMillan be appointed as the Three Waters Committee Deputy Chair.
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Mayor/Ellis

Carried

The meeting concluded at 2.08pm.

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## 10. *Heritage Mid Canterbury Working Group 5/12/24*

Meeting of the Heritage Mid Canterbury Working Group held on Thursday 5 December 2024, commencing at 3.30pm, in the Banded Dotterel Room, Te Whare Whakare, 2 Baring Square East, Ashburton.

**Present:**

Crs Carolyn Cameron (Chair) and Tony Todd; David Stewart, Stuart Wilson and Maxine Watson (Historic Places Mid Canterbury).

**In attendance:**

Sarah Mosley (GM People & Facilities), Mark Chamberlain (Roading Manager) – until 3.43pm, Connor Lysaght (Archivist), Danielle Campbell (AAGM Deputy Director) and Phillipa Clark (Governance Support).

**1 Apologies**

Julie Luxton

Sustained

**2 Extraordinary Business**

Nil.

**3 Minutes**

**That** the minutes of the Heritage Mid Canterbury Working Group meeting held on 12 June 2024 be taken as read and confirmed.

Wilson/Stewart

Carried

**4 Updates / discussion**

• **Wills Street pedestrian bridge**

Mark Chamberlain reported that Council has funding, within the approved subsidised roading budget, to upgrade the pedestrian bridge in 2025-26 which is estimated to extend its life for a further 100 years.

Officers engaged WSP to conduct a detailed inspection and report back on the bridge condition. WSP are confident the bridge will be able to be upgraded and cleaned. The recommendation is to replace the deck, and work will require the central span to be removed. WSP will provide a price to compile the proposal document which will go to a specialist contractor.

It is anticipated that some additional funding will be found for lighting enhancements.

The Roading Manager is also in discussion with NZTA about better access across the highway – a footpath connection and crossing point (pedestrian island).

• **Compilation of Guardian articles**

The Ashburton Museum & Historical Society is looking to compile a selection of Museum articles that have been published in The Guardian since 2012.

The Chair reported that possible funding options to undertake this project could include Creative Communities funding, Council's projects grant or the heritage budget.

Further work and discussion will be needed to determine how articles will be compiled – e.g. by theme or in chronological order.

Details on the legal ownership of the articles will need to be clarified and advice will be sought from Council's in-house legal advisor. That advice will be provided to the Historical Society who will then be able to decide if they have the capacity and wish to proceed.

- **Pioneer Hall historic panel**

The Working Group viewed a digital example of the proposed panel (800mm x 600mm) and discussed whether the text needed to be reduced to enable an increased font size, whether one of the three photos should be removed. The option to put the information on two panels was discounted.

It was agreed to proceed with one panel that will be displayed inside the Pioneer Hall. It was generally agreed that all of the text and the three photos should remain. But before the final panel is made, Council officers will print a full-sized draft and check to ensure it can easily be read.

- **Time capsule**

The Chair commented on the recent opening of a time capsule placed around the time the former Borough (subsequently District) Council building was opened in 1974. The time capsule contained a letter from the Mayor of the day, Darcy Digby.

The Working Group agreed that Mayor Neil Brown would be asked to write a letter that can be included in the cavity alongside the new time capsule in Te Whare Whakatare.

- **Heritage Town Walk brochures**

Quotes have been received for the printing of two Ashburton heritage walk brochures produced by Historic Places Mid Canterbury. The brochures divide up the east and west sections of the town. Final versions are expected to be completed by February.

The Working Group agreed to proceed with printing 500 copies of each, to be funded from the heritage budget.

### **Recommendation to Council**

<p><b>That</b> funding of \$1,010 plus GST be provided from the Heritage budget for the printing of the Historic Places Mid Canterbury heritage town walk brochures.</p>
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Todd/Wilson

Carried

- **Domain interpretive panels**

The Chair has asked for an update on the inclusion of interpretive panels in the Domain. Sarah spoke about the audio heritage trail that has been installed (as part of the Domain's 160 year anniversary celebrations) noting that officers are reluctant to add interpretive panels to the domain landscape.

### **Next meeting**

The next meeting is scheduled for Wednesday 12 March 2025.

The meeting concluded at 4.30pm.

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## ***11. Adoption of Stockwater Exit Transition Plan***

Author	<i>Andrew Guthrie; Assets Manager</i>
Activity Manager	<i>Crissie Drummond; Infrastructure Services Support Lead</i>
Executive Team Member	<i>Neil McCann; GM Infrastructure &amp; Open Spaces</i>

### **Summary**

- The purpose of this report is to seek Council adoption of the Stockwater Exit Transition Plan.
- As part of the 2024-34 LTP, Council resolved to exit provision of the stockwater service by 30 June 2027.
- To support this aim, the Stockwater Transition Working Group (STWG) was established with the task to develop a transition plan (by December 2024), and to monitor progress of the implementation of the plan.
- The Stockwater Exit Transition Plan has been developed internally by staff with assistance from AECL and the project consultant (Melius Ltd – John Wright).
- A draft of the plan was reviewed by the STWG at the 31 October meeting with a final plan considered at the 5 December meeting.

### **Recommendation**

- 1. That** Council adopts the Stockwater Exit Transition Plan.

### **Attachment**

**Appendix 1** Stockwater Exit Transition Plan *[Supplemental document]*

## Background

### The current situation

1. During the 2024-34 Draft Long Term Plan Council consulted on the then proposed key decision to exit provision of the stockwater service. As part of this proposal Council put forward three options:
  - Option 1: Stay and Invest
  - Option 2: Maintain with a closure programme over time
  - Option 3: Exit the stockwater service by 30 June 2027 (Council's preferred option)
2. This was a significant issue and received a high level of interest from the community, with Council receiving almost 1,200 submissions on the proposal with 54% in favour of Council's preferred option.
3. As part of the decision-making for the 2024-34 Long Term Plan, Council resolved to exit the provision of stockwater.
4. Council also resolved to establish a stockwater working group to monitor progress on the exit.
5. The Stockwater Transition Working Group (STWG) was subsequently established with Cr Richard Wilson and Cr Carolyn Cameron being elected to the group. Cr Wilson was appointed chair. The terms of reference for the STWG are available [here](#).
6. Aside from the Council appointees the membership of the working group includes
  - 1 x Federated Farmers representative
  - 1 x Environment Canterbury representative
  - 1 x Te Rūnaka o Arowhenua representative
  - 1 x Consultant resource
7. The first deliverable for the working group was the development of a Stockwater Exit Transition Plan (SETP) by December. This plan has been developed internally by staff with assistance and input from Aoraki Environmental Consultancy Limited (AECL) and the project consultant (Melius Ltd - John Wright).
8. The first draft SETP was considered by the STWG on 31 October. The final draft was considered at the 5 December meeting and the STWG agreed to recommend the plan forward to Council for adoption.

### Previous Council Decisions

9. The council resolution of the 24 May 2024 confirming the decision to exit the stockwater service is included below:

**7 Key Decision 4: Stockwater**

1. **That** Council exits the stockwater service by 30 June 2027.
2. **That** Council increase the long-term plan budgets for District Water Management by \$45,940 in 2025/26 & \$152,970 in 2026/27 to fund a managed and inclusive exit from Council delivery of the stockwater service.
3. **That** a Stockwater Working Group be established to monitor progress, with two Councillors appointed as members.

Ellis/McMillan

Carried

10. At the 26 June meeting, Council resolved “*That Council's appointees on the Stockwater Working Group be Crs Carolyn Cameron and Richard Wilson, and the Mayor (ex officio)*”.
11. Council adopted the Stockwater Working Group terms of reference and appointed Cr Wilson as chair at the 4 September meeting of Council. The terms of reference are available here.

**Māori and tangata whenua participation**

12. Te Rūnaka O Arowhenua have a representative on the working group and staff from their consultancy agency (AECL) have assisted in the development of the plan.

**Options analysis**

**Option one – Adopt the Stockwater Exit Transition Plan**

**[RECOMMENDED OPTION]**

13. Under this option the SETP is formally adopted by Council and work will commence in the new year on implementation of the plan.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"><li>• Demonstrates confidence in the STWG.</li><li>• Allows implementation actions to proceed as programmed in January.</li></ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"><li>• None identified.</li></ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"><li>• None identified.</li></ul>	

**Option two – Do not Adopt the Stockwater Exit Transition Plan**

14. Under this option, the SETP is not adopted.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>• None identified.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>• Will delay progress on Council’s desired exit of the stockwater service.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>• May compromise Council’s ability to exit the service by the 30 June 2027.</li> <li>• Stakeholders may disengage from the process if they cannot see progress.</li> </ul>	

## Legal/policy implications

### Legislative Context

15. The SETP intersects with a number of acts as noted below:

- Local Government Act 1974
- Local Government Act 2002
- Resource Management Act 1991
- Heritage New Zealand Pouhere Taonga Act 2014
- Ashburton Water-Supply (Lagmhor Creek) Act 1928
- Ngāi Tahu Claims Settlement Act 1998

16. This legislative context is well canvassed within the plan and is therefore not reproduced in this report.

### Local Government Act 2002

17. The adoption of the Stockwater Exit Transition Plan is considered consistent with the principles of the LGA2002, as it is an essential step in giving effect to the decisions made as part of the Long-term Plan. The principles are available [here](#).

### ADC Water Race Bylaw

18. The current Water Races Bylaw was adopted by Council on 26 September 2019.

19. The purpose of the bylaw is to:

- Ensure the water race network is managed appropriately to maintain water quality and quantity for stockwater;
- Provide for the cultural and ecological values of identified parts of the network; and
- Provide for the safety of water race users and the public.

20. The bylaw, now past five years since adoption, is due to be reviewed. It is not envisaged necessary to make any significant changes to the bylaw, however the race closure approach outlined in the bylaw will need to be reviewed to ensure its aligned with the direction of the SETP.

## Climate change

21. Adoption of the SETP will not of itself have an impact on climate change, however the implementation actions that are driven by the plan may. Those impacts will be considered when those decisions are taken.

## Strategic alignment

22. The recommendation relates to Council’s community outcome of a balanced & sustainable environment because the SETP describes how Council intends to withdraw from the stockwater service which may ultimately reduce the impact on the environment from the activity through closure some unused parts of the network.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Council’s withdrawal from the stockwater service opens the opportunity for more efficient and relatively lower cost options for delivery of the service e.g. an alternate service may be delivered from piped reticulation.
Environmental	✓	In some cases, Council withdrawal from the stockwater service will result in intake and race closure. These closures will result in reduction in the amount of water being abstracted from the environment. Also, some races may be retained where high ecological or amenity values exist.
Cultural	✓	It is noted that a key aim for Te Rūnaka O Arowhenua is retaining more water in the Ashburton Hakatere River. There are a number of takes hydraulically linked to this river system which will be considered through the implementation of the plan.
Social	×	



## Financial implications

Requirement	Explanation																					
What is the cost?	The estimated cost is \$1.2m for the first 3 yrs of the LTP. (This includes costs for project management, ecological investigations, legal services, GIS mapping and AECL support)																					
Is there budget available in LTP / AP?	Yes. Council has budgeted \$742,000 for three years to fund the investigation and identification projects to support the withdrawal from the stockwater service.																					
Where is the funding coming from?	<p>The funding in the first year is being sourced from several budget line items as set out below:</p> <table border="1"> <thead> <tr> <th>Account</th> <th>Name</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>248-30501</td> <td>Maintenance (Stockwater Rate) Project management</td> <td>\$ 175,000</td> </tr> <tr> <td>248-30534</td> <td>Investigations (Stockwater Rate) Minor investigations throughout the year</td> <td>\$ 17,030</td> </tr> <tr> <td>275-30534</td> <td>Investigations (General Rate) Supports activities &amp; actions under the Surface Water Strategy</td> <td>\$ 55,000</td> </tr> <tr> <td colspan="2">Sub-total</td> <td>\$247,030</td> </tr> <tr> <td>275-30534</td> <td>Investigations (Carry over from 23/24) This budget was to fund actions in the surface water strategy but has been redirected toward progressing Council's exit of the stockwater activity</td> <td>\$ 260,646</td> </tr> <tr> <td colspan="2"><b>TOTAL</b></td> <td><b>\$ 507,676</b></td> </tr> </tbody> </table> <p>Note:- Any favourable variances in the first year will be requested to be carried forward into Y2.</p>	Account	Name	Amount	248-30501	Maintenance (Stockwater Rate) Project management	\$ 175,000	248-30534	Investigations (Stockwater Rate) Minor investigations throughout the year	\$ 17,030	275-30534	Investigations (General Rate) Supports activities & actions under the Surface Water Strategy	\$ 55,000	Sub-total		\$247,030	275-30534	Investigations (Carry over from 23/24) This budget was to fund actions in the surface water strategy but has been redirected toward progressing Council's exit of the stockwater activity	\$ 260,646	<b>TOTAL</b>		<b>\$ 507,676</b>
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<b>TOTAL</b>		<b>\$ 507,676</b>																				
Are there any future budget implications?	Potential budget implications in year 3 if costs are incurred as above.																					
Reviewed by Finance	Erin Register, Finance Manager.																					

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No.
Level of significance	Low
Rationale for selecting level of significance	The adoption of the plan does not of itself propose or make any changes to LOS. The SETP simply outlines Council's approach to withdrawing from the stockwater service (this decision having already been made) as was agreed as part of Council's resolution to exit the service.
Level of engagement selected	1. Inform – One way communication.
Rationale for selecting level of engagement	The SETP is intended to outline Council's approach to withdrawing from the stockwater activity. The working group was established to oversee the development of the plan and monitor progress on plan implementation. The more detailed engagement opportunity will occur as each intake is considered. This later process will involve a mixture of Consultation, Involvement and Collaboration.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

### Next steps

- Following adoption, the Stockwater Exit Transition Plan will be circulated to key stakeholders and made available on Council website.

## 12. Mini Golf Course Project

Author *Richard Wood, Sport & Recreation Manager*  
Executive Team Member *Sarah Mosley, Group Manager People & Facilities*

### Summary

- The purpose of this report is to share information obtained during our mini golf investigations with Council and seek approval to continue with the project.

#### Recommendation

1. **That** Council engages Creo to construct an 18-hole Mini Golf Course that incorporates accessibility provisions wherever possible, while retaining course challenge and the diverse terrain of the location at EA Networks Centre (Option 3).
2. **That** Council delegates authority to the Mayor &/or Cr \_\_\_\_\_ to approve final course hole features and designs of the project.
3. **That** Council approves up to \$500,000 from the Reserves Contributions Reserve for a Hakatere, Ashburton District themed mini golf course and associated project costs.

### Attachments

- Appendix 1** Layout Design Options  
**Appendix 2** Estimated Cost  
**Appendix 3** 3 sample concept designs

## Background

### Project to date

1. The EA Networks Centre Master Plan identified an opportunity for a mini golf course in the EANC grounds. The area allocated is only suitable for smaller active recreational activities due to the contours.
2. Officers are not aware of any mini golf courses available for public use within Mid-Canterbury. Rakaia Holiday Park has an 18-hole course for their guests.
3. The mini golf project was not a project specifically included in the draft 2024-34 LTP or the final plan. The project concept and subsequent discussion at the Council table occurred in parallel during the EA Networks Centre Masterplan consultation and deliberations. *[The EA Networks Centre Masterplan is being put forward to Council for adoption on 18 December 2024].*
4. Through the collective processes, Council asked officers to investigate mini golf courses costs and earmarked (not yet approved) \$400,000 from the reserve contributions reserve for this project. The Council resolution is below:

**That** Council directs officers to report back to Council, in early 2024-25, a mini-golf concept proposal, funded from the Reserve Contribution account, with a value of up to \$400,000.

Mayor/Cameron

**Carried**

5. Officers obtained design quotes and discussed the project with specialist contractors, later engaging Creo to undertake concept design. Creo were the key designer and one of the key construction partners of the new Cbay Playground – Cplay in the Timaru District.

### Design Considerations

6. The objectives and desires of this project were the focus of the initial conversations between officers and the consultants. Topics covered included the level of challenge, restraints (water overflow swale and land contours of proposed site), the intended operation model and degree of uniqueness of this mini golf course when compared to others. This led onto a conversation around what Ashburton District was known for. It is intended that each hole has a theme that collectively depict the uniqueness of our district and our way of life now and in the past.
7. Although most themes are probably not of a surprise to most, the inclusion of interesting facts that visitors (or community members) might not know about the particular theme is intended to be shared via an app or QR code. The below themes have been shortlisted as possible ideas that could be incorporated in hole designs, engagement with iwi and other stakeholders may alter these themes:

- ADC River Logo
  - Hakatere Conservation Park
  - Whakanui Beach (rugged coastline)
  - Maoritanga
  - Sport
  - Ashburton Pedestrian Overhead Bridge
  - Ashburton Aviation Museum
  - Ashburton Town Clock
  - Lake Hood
  - Rakaia Salmon
  - Rakaia Bridge
  - Staveley Ice Rink
  - Methven township
  - Mount Hutt
  - Sheep
  - Harvester
  - Pivot Irrigation
  - Dairy Cows
8. Please note that concept design themes and landscaping elements may change following key stakeholder input. Three sample designs are included in Appendix 3.
9. An 18-hole mini golf course could be located on the flat within a tight footprint or it could be more spread out utilising the available land and hillside as a feature. Additional civil and construction works to create small, terraced areas by low retaining walls would be required but far from impossible. [Carlucci Land](#) is situated on a hillside in Happy Valley, Wellington and it is a very popular mini golf course and sculpture park.
10. Incorporating course accessibility features into some or all of the hole design allows the community as a whole to enjoy this asset. A site visit of an accessible mini-golf course occurred recently, with an officer taking particular note of hole widths, obstacles within the course heights and scarcity, wheelchair exit method and pathway linkages. Officers suspect the degree of course interest and challenge is likely to be reduced by limiting the number and size of on-course obstacles, however, this will not become clear until detailed design is being undertaken.
11. The concept layout of a nine hole mini-golf course (option 2) allows for the most accessible design within the area allocated for mini-golf as part of EA Networks Centre Masterplan. Option 3 which spreads the course over the both the flat and embankment terrain could provide some accessible features within all or some holes located on the flat, (up to 11 holes of the 18). Option 1 would also be able to incorporate some accessible design elements but not to the extent of option 2 as space will be tighter.

## **Operational Assumptions**

12. Officers propose that the mini golf course will be operated similarly to the adjacent disc golf course. As the course will not be staffed and nor fenced the course design features will be robust and not include a final hole ball catcher.
13. There is a high risk that during peak times (i.e. weekend days) participant numbers could be too high, and the experience will not be enjoyable. Therefore, officers have included operational expense to fund timeslot bookings via a course app or online system, with players then collecting a form of visual identification (ie-wristband), to mitigate this risk and assist with play management.
14. An app like the disc golf app is also being investigated. In addition to peak booking requirements officers see the benefits of using the app for game scoring and leaderboard promotion, but also participant numbers to show the community value of this investment.
15. Similar to playgrounds, this community asset would be depreciated over 20 years and an allocation for operational expenses, such as repairs and maintenance, dealing with any vandalism etc.
16. Any health and safety notifications or events will, after customer notification, be managed by EA Networks Centre Customer Services team.

## **Cost**

17. Creo are confident that they can build an Ashburton District themed 18 hole mini-golf course as per option 1 within the originally proposed budget of \$400,000.
18. Additional features as listed below would not be included within the project, however Council could agree to fund them at a later date or phase additions in gradually. These features include:
  - soft landscaping
  - cultural narrative - waharoa (entrance way) and design linkages
  - pathways
  - seating
  - postcard photo opportunity
19. There are site and operational establishment costs for all options (estimated \$20k for all options). This includes extending the swale to prevent flooding, purchasing hire equipment and a course booking and scoring app/system. In addition to these capital costs, there will be some ongoing cost for equipment replacement costs, possibly licensing and depending on the amount and type of landscaping selected, possibly more horticultural maintenance costs.

## Next Steps

20. Should the recommendations of this report be adopted, the design themes, accessibility feature options and landscaping elements will be finalised with key stakeholder and appointed elected member input. This will lead to detailed design for officer and appointed elected member review, prior to construction drawings, procurement and commencement of the build. Subject to suitable weather conditions, the construction of the course is estimated to take 12-14 weeks.

## Options analysis

### Option one – Approve the construction of an 18-hole Mini Golf Course within a compact footprint at EA Networks Centre.

21. Themes will be depicting aspects of Ashburton District.
22. Designers believe the 18-hole course could be built within a compact footprint (circa 46m x 15m), noting that this option would include the least accessibility features. See Appendix 1 for concept design.
23. Course build and operation costs are estimated at \$420k (see appendix 2) plus additional budget would be required to include a waharoa (entrance way) and cultural design linkages, photo opportunity feature, pathways, seating and landscaping between holes to reduce the time to maintain.
24. The additional budget is estimated at \$50,000, therefore the maximum spend for the project is estimated to be **\$470,000**.

#### **Advantages:**

More traditional approach, with mini golf courses often restrained by available land. Compared with option 3, less landscaping and civil construction costs as no embankment terracing.

#### **Disadvantages:**

Hazard of mowing the steeper parts of the hillside remain.  
The compact design will exclude pathways and accessibility considerations.  
Not utilising the available land or maximising the potential difference of the location.  
During peak period of use, people may not enjoy the experience as it may feel overcrowded.

#### **Risks:**

Some members of the community may not see the value of this project or may believe Council has missed an opportunity to make this new activity more unique and inclusive

**Option two – Approve the construction of a 9-hole Mini Golf Course with greater accessibility provisions within a rectangular footprint at EA Networks Centre.**

25. With reduction of course build cost, officers believe all aspects (operational establishment, accessibility and cultural narrative design, soft landscaping, pathways and seating and photo opportunity) would cost **within the \$420k budget**. This option would have the greatest accessibility.

<p><b>Advantages:</b> Community gets a 9-hole mini golf course. Overall project cost would be less (more for hard landscaping features and less for course construction). Compared with option 3, less landscaping and civil construction costs as no embankment terracing.</p>	<p><b>Disadvantages:</b> Not 18-hole mini golf course, greater congestion possible and less users at the same time.</p>
<p><b>Risks:</b> Some members of the community may not see the value of this project or may have the opinion that Council should ‘do it once and do it right’.</p>	

**Option three – Approve the construction of an 18-hole Mini Golf Course that incorporates accessibility provisions wherever possible, while retaining course challenge and the diverse terrain of the location at EA Networks Centre.  
(Recommended)**

26. Course build and operation costs are estimated at \$420k (see appendix 2) plus additional budget would be required to include a waharoa (entrance way) and cultural design linkages, photo opportunity feature, pathways, seating and landscaping between holes to reduce the time to maintain.
27. The additional budget is estimated at \$80,000, therefore the maximum spend for the project is estimated to be **\$500,000**.



<p><b>Advantages:</b></p> <p>Long term community asset that is unique to our district.</p> <p>18 holes (11 with greater accessibility).</p> <p>New low-cost fun activity for youth, families and visitors to do locally.</p> <p>Location consistent with the EA Networks Centre Masterplan.</p> <p>Hazard of mowing the steeper parts of the hillside remain until fully landscaped.</p>	<p><b>Disadvantages:</b></p> <p>Accessibility provision will not be possible on holes that bridge the swale or go up the embankment.</p> <p>Additional cost due to civil work and landscaping up the embankment.</p>
<p><b>Risks:</b></p> <p>Some members of the community may not see the value of this project or may question the location.</p>	

**Option four – Do not proceed with the Mini Golf Project now.**

<p><b>Advantages:</b></p> <p>Retain earmarked funding for another project that meets Reserves Contribution reserve funding criteria.</p>	<p><b>Disadvantages:</b></p> <p>Community disappointment due to the desire to have more activities for youth and families to do.</p>
<p><b>Risks:</b></p> <p>Some members of the community may believe that the Reserves Contributions fund should be spent on new activities to enhance the enjoyment of life within Ashburton District.</p>	

**Legal/policy implications**

**Consultation**

- 28. Given the proposed themes include some natural landmarks but not others, consultation will occur with iwi to see if concept designs and course features could be further enhanced to incorporate a stronger cultural narrative.

**Climate change**

- 29. Aspects of the design will include the use of recycled rubber substrates due to their ability to be used to create durable design features. Such products have a positive climate change impact through reuse of rubber that would otherwise be landfill and have a longer product lifespan.

**PARS Strategy**

- 30. This project aligns with the Council Play, Active Recreation and Sport Strategy through Goal 3: Community facilities, spaces and places are accessible and well utilised

31. Whilst the nature of mini golf makes it challenging to ensure full accessibility, officers and designers will endeavour to include accessible features where possible.

### **Procurement Policy**

32. Officers sought 3 quotes from a range of suppliers to undertake concept design. After reviewing the design cost and structure, officers engaged Creo who have significant experience in unique design and construction of playgrounds and play spaces.
33. Once detail design is completed, Creo will obtain quotes for the necessary civil works and concrete from local contractors in accordance with Council's Procurement Policy. Specialist aspects and project management of the constructions will be undertaken by Creo's team.

### **Use of Reserves Contributions**

#### ***Resource Management Act 1991***

34. Section 108(2)(a) of the Resource Management Act 1991 (RMA) enables Council to require a financial contribution is made as a condition of any resource consent. Section 111 provides for the use of any such cash contribution, in that Council must deal with that money in reasonable accordance with the purposes for which the money was received.
35. The RMA deals with the presumed implicit intent of the policy, in that it requires that reserve contributions are used for the purposes for which they are collected.

#### ***Ashburton District Plan***

36. The Ashburton District Plan outlines how Council carries out its functions under the RMA. The District Plan sets the framework for financial contributions associated with subdivision developments.
37. Through the District Plan (policy 9.3A), Council requires financial contributions toward public recreation areas and open space from residential subdivision developers. These financial contributions must be paid by the developer before Council will issue its final sign-off for the development under section 224(c) of the RMA.
38. The basis for financial contributions for reserves is the additional (actual or potential) demand anticipated for recreational land and open spaces as a consequence of subdivision and development. Contributions are collected at the time of subdivision so that the costs of this additional provision of open spaces (or their upgrading) necessitated by development, is met by the developer.
39. Council's ability to use these financial contributions is governed by policy 9.3C of the District Plan. Cash contributions received from subdivisions toward the provision of public open space may be used for the following purposes:

*“To purchase land for neighbourhood parks in areas where there are existing or potential deficiencies in the provision of local parks;*

*to plan, design and develop neighbourhood and District parks to a level at which they are usable and enjoyable for children’s play, recreation and for visual amenity with trees, shrubs and garden plantings.*

*to obtain and develop neighbourhood walking and cycling linkages”*

40. The District Plan therefore requires financial contributions to be used for the provision of public open spaces and linkages that can be used by anyone without restriction. For this reason, officers have considered the mini golf proposal is eligible for financial contributions, as it provides additional recreational area that is usable by the whole community and always accessible to the public at either zero or low cost.

**Development & Financial Contributions Policy 2024**

41. Section 2.15 of Council’s [Developments & Financial Contributions Policy 2024](#) also describes how Council can use financial contributions that are provided through the subdivision process under the District Plan. Section 2.15 is consistent with Policy 9.3C of the District Plan, in that it provides for Council to use these cash contributions for the provision of open space and recreation areas, for example where there are existing or potential deficiencies, or for walking and cycling linkages.

**Reserve Contributions Reserve**

42. In Council’s Annual Report, Council reports on the balance of its reserves at the end of each financial year.
43. The Reserves Contribution Reserve is funded from financial contributions levied on subdivisions under the Resource Management Act as discussed above. The [Annual Report](#) for 2023/2024 notes at page 225 that the Reserves Contributions Reserve had a balance of \$7,337,000 as at 30 June 2024. This increased \$932,000 from the 30 June 2023 balance of \$6,405,000.

Review of legal / policy implications	
Reviewed by In-house Counsel	Tania Paddock; Legal Counsel

**Strategic alignment**

44. The recommendation relates to Council’s community outcome of “a District of Great Spaces and Places” through addition of a community asset for people to enjoy.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Having another activity for visitors to enjoy while in Ashburton is beneficial to the district as a whole. There will also be additional ongoing income to EANC through equipment hire.
Environmental		
Cultural	✓	The opportunity to reflect iwi's connection to the District.
Social	✓	The course provides another area for people to meet and socialise.

## Financial implications

Requirement	Explanation
What is the cost?	\$500,000
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Reserve Contributions Reserve. As at 30 June 2024 this fund had \$7,337,000 within it. This fund can only be spent on projects that meet the legislative criteria discussed above in the Legal Implications section.
Are there any future budget implications?	Yes – additional horticultural maintenance and asset maintenance in future years.
Reviewed by Finance	Erin Register; Finance Manager.

## On-going Maintenance

45. Officers are unable to predict the level of on-going maintenance required at this stage however an allocation would be prudent. If approved officers would budget this in Year 3 (2026/27).

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	Project consultation occurred indirectly via EANC Masterplan, with funding earmarked during 23 May 2024 Extraordinary Council Meeting. While medium community interest and impact, this is low significance overall.
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	This is a positive project providing a new facility for the community.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

Appendix one:

**Option 1.**



18-hole Mini Golf Course - Compact

Legend:



Entryway



Postcard Photo op (location TBD)



Holes compacted together into a 15m x 46m area

Concept only. To be further designed.



# Option 2.



9-hole Mini Golf Course - Accessible

Legend:



Entryway



Postcard Photo op (location TBD)



Reduced hole count and spread out for easy accessibility

Concept only. To be further designed.

# Option 3.



**18-hole Mini Golf Course – Mixed Terrain.**  
*Accessible features include on course holes located on the flat.*

**Legend:**



Entryway



Postcard Photo op  
 (location TBD)



Option with holes spread out along the hillside with small retaining walls

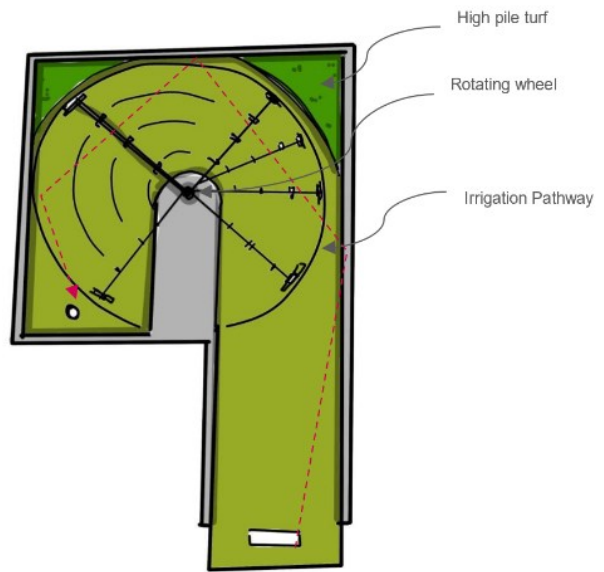
Concept only. To be further designed.



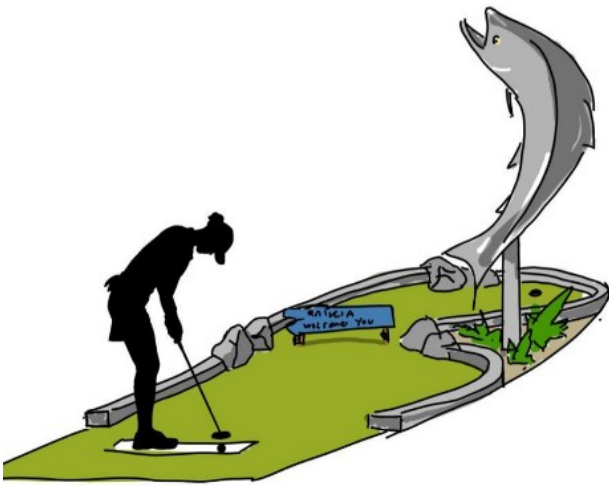
## Appendix two – Project Estimates

Item	Budget Estimates
Basic Course Construction	\$300,000
Theme Enhancements	\$100,000
Swale extension	\$10,000
Operational Establishment	\$6,000
Sundry	\$4,000
	<b>\$420,000</b>
Retaining Walls	\$15,000 (required for Option 3)
Plants, Planting and Pathways	Up to \$40,000 (depending on what option and level of service)
Cultural Narrative and Photo Opportunity	\$20,000
Sundry	\$5,000
	<b>Up to \$500,000</b>

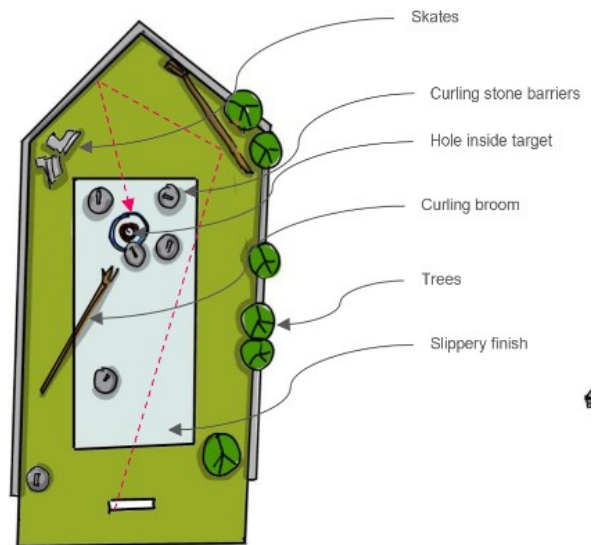
## Appendix three - sample hole designs



Concept Plan | NTS



Concept Perspective



Concept Plan | NTS

## **13. Final EA Networks Centre & Surrounding Land 30 Year Masterplan**

Author	<i>Mel Neumann; Policy Advisor</i>
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Executive Team Member	<i>Sarah Mosley; Group Manager People &amp; Facilities</i>

### **Summary**

- The purpose of this report is for Council to consider adoption of the final version of the EA Networks Centre & Surrounding Land 30 Year Masterplan.
- Council consulted on the draft plan during March-April 2024, and received a total of 67 submissions. Hearings and deliberations were held on 6 June 2024, and no major changes to the plan were indicated.
- The adoption of the final plan was delayed to later in 2024, until further information was available about the need to include large multi-purpose fields in the plan.
- Officers are proposing to retain the multi-purpose fields as originally included, but to make minor changes to the locations of two projects due to the information now available.
- Council has the following options:
  - Adopt the plan as attached in appendix 1 (recommended); or
  - Delay adoption of the plan; or
  - Do not adopt the plan.

#### **Recommendation**

- 1. That** Council adopts the EA Networks Centre & Surrounding Land 30 Year Masterplan, as attached in Appendix 1.

### **Attachment**

**Appendix 1** EA Networks Centre & Surrounding Land 30 Year Masterplan

## Background

### The current situation

1. At the beginning of 2024, Council officers, in collaboration with Maguire & Harford Architects, developed a Draft EA Networks Centre & Surrounding Land 30 Year Masterplan (the Masterplan), which encompasses an overall vision of future development of the area.
2. The draft Masterplan was developed in response to needs identified in the utilisation study of sports facilities and Council land that was undertaken in 2022 and completed in 2023. This study showed that some areas of the EA Networks Centre are at capacity during peak times, and the growth of some sports are or will be limited due to the size of current facilities.
3. The purpose of having a Masterplan is to ensure that when development is staged, it is done so in a cohesive manner, and to prevent ad hoc, unplanned development that may hinder future developments.
4. Proposed developments in the 30 year Masterplan include an additional vehicle entrance, additional car parks, multi-use sports fields and turfs, walkways, a mini golf course, playground equipment, stadium extension and additional aquatic area space.

### Current projects

5. The EA Networks Centre Masterplan includes a number of projects that are included as part of the Long Term Plan 2024-34, such as the vehicle entrance widening, the solar investigations, the sand court, the mini golf course, and the stadium extension.
6. Also included in the 2024-25 year is a project to make internal changes in the EA Networks Centre building. This includes reconfiguring the existing office and staff spaces to incorporate a new multi-use space that can be used for a number of activities including fitness, private bookings and the holiday programme. This project was included within the consultation document.

### Previous consultation

7. Early engagement with key stakeholders (including a number of sports groups) was undertaken when developing the initial draft Masterplan.
8. Council undertook formal consultation on the draft plan from 27 March to 28 April, alongside consultation on the draft Long Term Plan 2024-34. A total of 67 submissions were received (including five organisations), and six submitters spoke at the hearing held on 6 June.
9. The feedback received showed that a majority of submitters were in support of the masterplan, with 84% supporting the vision of the plan.

10. Submitters had suggestions of things that could be moved or additional things to add to the plan, including:
  - Adding a skatepark, running or athletics tracks, climbing walls, or cricket fields.
  - Moving the play area (adjacent to picnic area or closer to the Eat Café end of the building).
  - Better parking / access.

All of the feedback received can be viewed here - <https://itsourplace.nz/masterplan>

11. Adoption of the final plan was delayed to later in 2024, until further information was available about the need to include large multi-purpose fields (numbers 8 & 9 in the plan). Submitters were advised of this delay in June 2024.

### **Subsequent changes to the plan**

12. Officers are proposing to retain the multi-purpose fields as originally included, but to make minor changes to locations of some projects due to decisions that have been made through the Long Term Plan 2024-34 process and other information that has become available since consultation.
13. Since we consulted on the draft plan in March/April 2024, the following changes have been made to the plan:
  - Location of mini golf course (due to improved layout for course in line with concept plans)
  - Location of sand court (due to improved layout after mini golf course concept plans)
  - Reformatting the plan to indicate which projects are included in the 2024-34 Long Term Plan and those that are more visionary placeholders for future need.
14. The plan presents a blueprint for future development. It does not commit the current or future Councils to any of the projects contained within it. The plan will continue to be refined and considered through Council's annual and long term planning processes. The plan shows the likely locations of proposed projects, as the plan is refined over time and more information is gathered, these locations may be adjusted.

## **Options analysis**

### **Option one – Adopt the Masterplan (recommended)**

15. This option would see Council adopting the Masterplan as attached. This is the recommended option.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>• In line with what was originally proposed, with minor updates that are known at the time of this report.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>• There remains uncertainty around a number of larger projects, especially those located in the sports field area.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>• Possible reputational risk as plan may need updating in medium term.</li> </ul>	

### Option two – Delay the adoption of the Masterplan

16. Council may choose not to adopt the attached plan, and instead wait to adopt it once more certainty about future projects is known. This is not the recommended option.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>• The adopted document would incorporate improvements or updates to projects once locations etc confirmed.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>• Could be viewed as an unnecessary delay given the purpose of a Masterplan is to be a living document that will change from time to time.</li> <li>• The Council on the day of adoption may differ from the Council who participated in the hearings.</li> <li>• May not be in line with what was originally proposed and consulted on.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>• May be reputational risk involved with further delay of the plan adoption beyond that commitment to members of the community who partook in the consultation.</li> </ul>	

### Option three – Do not adopt a plan

17. There is no requirement to have a plan, and therefore Council may choose not to adopt a plan. This is not the recommended option.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>• No resource required.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>• Could be considered a waste of time and resource up to this point.</li> <li>• Not in line with best practice.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>• Significant reputational risk involved. Community may be discouraged from submitting on future consultations.</li> </ul>	

## Legal/policy implications

### Local Government Act 2002 (LGA)

18. Section 14(1) of the LGA states that Councils “should conduct their business in an open, transparent, and democratically accountable manner”. By having an overall Masterplan for the future of the EA Networks Centre and surrounding land, Council is providing transparency of the vision that is held for future development in the area.
19. Section 78 requires councils to give consideration to the views and preferences of persons likely to be affected by, or to have an interest in the matter, when making a decision.

### Climate change

20. The approval of the plan itself does not have a direct impact on climate change, however, proposals and future projects are likely to.
21. Projects likely to have an impact on climate change include:
  - The proposed solar farm – this is intended to produce enough energy to power the entire EA Networks facility, therefore powering the facility from 100% renewable energy.
  - The proposed sports field and turf development – it is likely that vegetation will need to be removed in order for this development to happen, therefore reducing carbon sequestration capacity.
  - Proposed paving (walkways, around pools, etc) will reduce the amount of permeable ground in the area and may contribute to flooding.

There will also be emissions from the vehicles and machinery used to undertake these developments.

## Strategic alignment

22. The recommendation relates to the following community outcomes:
  - ‘residents are well-represented, included and have a voice’ because we undertook consultation which allowed for collaboration and two-way dialogue with our communities. The plan was also developed based on feedback received from stakeholders through engagement on the Play, Active Recreation and Sport Strategy and the Utilisation Study.

- ‘a district of great spaces and places’ because the plan has a vision to upgrade our recreational facility and surrounding area to allow people to enjoy a positive and healthy lifestyle.
- ‘a balanced and sustainable environment’ because the plan will help to ensure that our built environment remains fit for purpose.
- ‘a prosperous economy built on innovation, opportunity and high quality infrastructure’ because a number of the projects included in the plan provide recreational opportunities that are either low or no cost. The proposed developments in the plan may also provide opportunities for more people to come to the district and contribute to the local economy.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	There are a number of key projects contained within the masterplan that will have a direct economic on the district due to an increase number of large events.
Environmental	✓	To increase the utilisation and build new sporting and recreation facilities on the land identified, current vegetation would be removed. The masterplan helps to ensure that our built environment is fit for purpose now and in the future.
Cultural		
Social	✓	The EA Networks Centre provides opportunities for activities that promote physical and mental health, as well as allowing for people to connect.

## Financial implications

Requirement	Explanation
What is the cost?	There is no cost to adopt the final plan. Resourcing used so far includes consultation costs, officer time, and design fees.
Is there budget available in LTP / AP?	N/A Costs so far covered by existing budgets
Where is the funding coming from?	As above
Are there any future budget implications?	There will be significant costs associated with projects included in the Masterplan, and these will be assessed as and when these projects come to eventuate. The budget for specific projects will be included as part of Long-Term Plans or Annual Plans and will go through the usual budget processes.
Reviewed by Finance	Erin Register; Finance Manager.



## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	This significance assessment has been completed against the adoption of the plan. As the plan progresses, projects may have higher community interest and impact and affect the levels of service Council delivers. Where required, the significance of projects in the plan will be considered separately under the Community Engagement Policy, as and when they are included in a Long-Term or Annual Plan. The plan does not commit Council to this expenditure, and further engagement is likely when projects progress.
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	We informally engaged with some key stakeholders and sports groups directly in preparation of the draft plan, and undertook a formal consultation process with the wider community at the beginning of 2024.  As we have already undertaken consultation on this project, we will next inform submitters and the wider community of the final decision made by Council.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

## **Appendix 1**

# **EA Networks Centre & Surrounding Land 30 Year Masterplan**

**2024**

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## Introduction

The EA Networks Centre is 100% owned and operated by Council. It features four indoor pools, four indoor courts, two outdoor courts and a fully equipped fitness centre.

The EA Networks Centre was opened on 9 May 2015, it was a \$35 million, council-community project that had been in the making since 2007. The Ashburton Stadium Complex Trust drove fundraising efforts and together with the community, raised \$5 million dollars.

The initial site selection, building design and subsequent land purchases by Council were made with an eye to the future, with the intention of expanding the current centre to create a larger sporting hub.

EA Networks Centre plays an important role in making our district a great place to live. We know that this asset is valued by the community, it contributes to our wellbeing and provides significant economic benefit for our district when larger events are held.

To get the best outcome for generations to come, we have developed a plan that ensures development at the site is logical, supported by the community and keeps the centre relevant to our growing and changing district.

## *About the Plan*

### **Why do we need a plan?**

The Play, Active Recreation and Sport Strategy adopted in 2022 identified the need to complete a stocktake of sporting groups' current and future needs. In 2023, we completed a utilisation study of sports facilities and Council land across the district. The study showed that some areas of the EA Networks Centre are already being used at capacity during peak times, and that the growth of some sports will be limited due to the size of current facilities. This shows there is a need for more space for both current and future generations.

While the Masterplan aims to increase capacity for areas struggling to meet current and projected demand (such as the indoor court space), we also wanted to add more active recreation and play activities within the plan to join the existing disc golf course and outdoor court space (such as a mini golf course, a hydroslide and allocated space for play within the stadium).

The purpose of the Masterplan is to create a vision of what can be achieved on the land we currently own. It will ensure staged development of the proposed projects, resulting in a future-proofed, cohesive and well utilised community asset. The plan will also prevent adhoc, unplanned development and help us to maximise the space available. While the plan shows the likely locations of proposed projects, as the plan is refined over time and more information is gathered, these locations may be adjusted.

### **How will this plan be actioned?**

This plan proposes where we see the development of EA Networks Centre heading over the next 30 years. It aims to provide an overall vision to help guide future projects in the area.

It is important to note that many of the individual projects identified within this plan are not currently funded. When the need exists and funding is available, the identified projects will be included in a future Long-Term Plan or Annual Plan, and community consultation will occur as part of this process.

## What do we have to think about?

### *Consultation feedback on the Draft Masterplan*

We undertook consultation with the community on a draft version of this Masterplan in March/April 2024. In response to consultation we received 67 submissions. A majority of the feedback we received supported the Masterplan and its overall vision, and therefore there were no major changes made to the plan as it was consulted on. Council did however, decide to mention in the plan that a climbing wall may be considered as part of the stadium extension.

### *Long Term Plan 2024-34 consultation feedback*

We undertook consultation on our draft Long Term Plan (LTP) in March/April 2024, alongside the draft Masterplan. As part of the LTP we asked the community for the feedback on the proposed stadium extension and the proposed outdoor pool.

#### Stadium extension

As part of the Long Term Plan 2024-34, we asked the community which option they would prefer out of the following: Two court extension, three court extension, or do nothing.

The majority of submitters (52%) supported the three court extension option, and therefore this option was included in the final Long Term Plan and this Masterplan.

#### Aquatic extension/outdoor pool

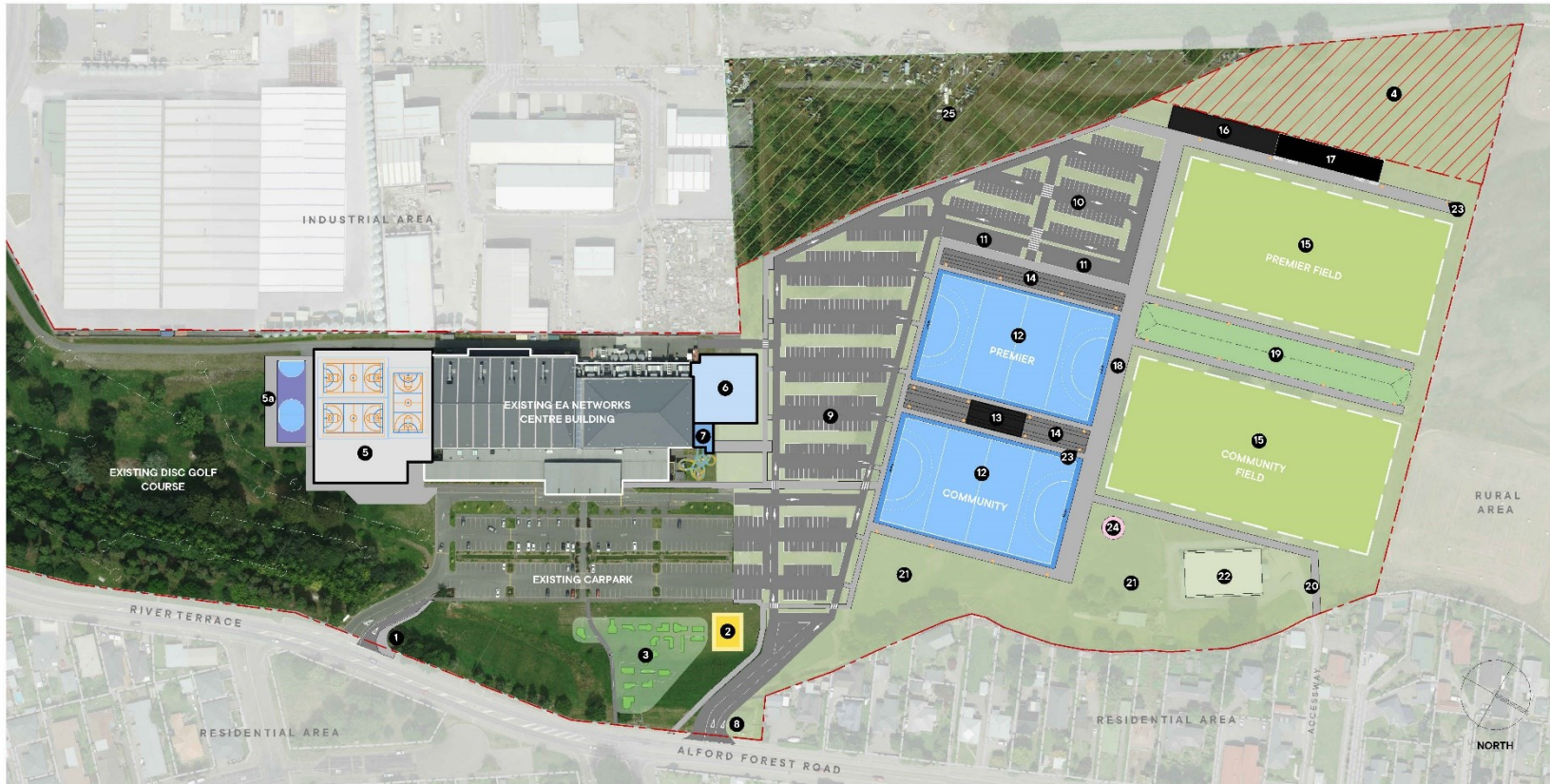
As part of the Long Term Plan 2024-34, we asked the community which option they would prefer out of the following: Refurbishing Tinwald Pool, creating a waterplay area at Ashburton Domain, building an outdoor pool at EA Networks Centre, or do nothing.

While there were a lot of submitters who supported the outdoor pool at EA Networks Centre (29%), Council ultimately decided not to include any aquatic projects in the plan due to the current economic environment.

The aquatic extension, including the outdoor pool option, is still included in this Masterplan but at this stage isn't expected to happen within the next 10 years (2024-2034).







- STAGE 1 - 2025 - 2033**
- 1 EXISTING VEHICLE ENTRANCE WIDENED - ADDED EXIT LANE - 2025
  - 2 SAND COURT - 2026
  - 3 MINI GOLF COURSE - 2026
  - 4 SOLAR FARM AREA (1 HECTARE) - 2030
  - 5 STADIUM ADDITION - 2033
  - 6a OUTDOOR BASKETBALL - 3 HALF COURTS - 2033

- STAGE 2 - 2034+**
- 4 AQUATICS EXTENSION
  - 7 HYDROSLIDE
  - 8 ADDITIONAL VEHICLE ENTRANCE
  - 9 ADDITIONAL CAR PARK AREA A - APPROX 297
  - 10 ADDITIONAL CAR PARK AREA B - APPROX 106
  - 11 BUS DROP OFF AREA
  - 12 HOCKEY TURF
  - 13 TEAM SHELTER

- 14 STEPPED TERRACE SEATING
- 15 SPORTS FIELD
- 16 CHANGING ROOMS AND PUBLIC TOILETS (~680M<sup>2</sup>)
- 17 SPECTATOR STAND - 500 SEATS
- 18 PROMENADE - ACCESS/SERVICE WAY (10m WIDE)
- 19 GRASS EMBANKMENT
- 20 PEDESTRIAN WALKWAY CONNECTION
- 21 MULTI USE GREEN SPACE (EVENT SPACE, OVERFLOW CARPARK)

- 22 EXISTING SHED CONVERSION (EVENT SPACE)
- 23 OUTDOOR LIGHTING TO SPORTS FIELDS AND TURF
- 24 PLAY EQUIPMENT
- 25 DEPARTMENT OF CONSERVATION LAND - POSSIBLE FUTURE INCLUSION



NOTES:  
1. STAGE 2 IS INDICATIVE ONLY. POSITIONING AND ARRANGEMENT SUBJECT TO CHANGE.

**Maguire and Harford Architects**  
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PROJECT TITLE  
**EA NETWORKS CENTRE - 30 YEAR MASTER PLAN**

ISSUED FOR  
**PLAN - PROPOSED SITE (2034 +)**

SCALE  
**1:2000 @A3**

DATE  
**FOR REVIEW**

NO.  
**02**

DATE  
**05.12.24**



## Projects

Map number	Project name	About the project	Proposed for	Completed
1	Existing vehicle entrance widened	It is proposed to widen the current vehicle entrance and add an exit lane.	2024/25	Scheduled Works
2	Sand court	An outdoor sand court is included in this project for the community to use. This could be used for sports such as volleyball.	2023/24	Scheduled Works
3	Mini golf course	The plan includes a mini golf course. It is proposed to be unstaffed, and users could either bring their own golf balls and clubs or hire them from reception at the EA Networks Centre, which is the same model as the disc golf course at Smallbone Drive. This project is included as a low/no cost activity that has been identified as a gap in the district.	No date specified	No
4	Solar farm area	A one hectare solar farm is included in the plan and has been designed to produce enough electricity to power the EA Networks Centre and secure the financial energy spend of the facility. In time, this is expected to increase sustainability and fix a key operating cost for the facility.	Early preparatory work 2027/28	No
5	Stadium extension	A stadium extension of three multipurpose courts is allowed for in the plan. The extension is envisioned to be a separated area to the current stadium. The new area may be identified as event/show court area with proposed seating for up to 1500 people, including a mezzanine viewing area and provision for TV cameras, allowing for the ability to host national and regional sporting events. This project may also include other equipment such as a climbing wall.	2031-33	No
5a	Outdoor basketball courts	Three half outdoor courts are included in the plan. As part of the plan the existing outdoor courts need to be relocated to allow for the stadium extension project. These community courts will remain free	2031-33	No

## Projects

Map number	Project name	About the project	Proposed for	Completed
		for all to use. When tournaments are on these courts will also be used as warm up areas.		
6 & 7	Aquatics area extension	Land allocation has been included in the masterplan for a proposed aquatic extension. What exactly this would include is yet to be determined but may include an additional outdoor or indoor pool, a hydroslide, a wet/dry climbing wall, a wet obstacle course and a splash deck area designed for older children.	No date specified	No
8	Additional vehicle entrance	An additional vehicle entrance has been included as part of this plan.	No date specified	No
9	Additional car park area (a)	Two additional car park areas have been included as part of this plan. This area would provide approximately 297 spaces.	No date specified	No
10	Additional car park area (b)	Two additional car park areas have been included as part of this plan. This area would provide approximately 106 spaces.	No date specified	No
11	Bus drop off area	An extra bus drop off area is included as part of this plan, next to the proposed hockey turfs and multi-use sports fields.	No date specified	No
12	Hockey turf	Two new artificial turfs are included in this plan which could service hockey, turf sports and other recreation opportunities. The turfs are proposed to be orientated for optimal daylight conditions.	No date specified	No
13	Team shelter	A team shelter is included in the plan to be located between the two turfs.	No date specified	No
14	Stepped terrace seating	Stepped terrace seating proposed to be next to the premier turf to accommodate spectators.	No date specified	No
15	Multi-purpose sports fields	Two multi-use sports fields are included as part of the plan. It is expected that these fields could be used for a variety of sports such as	No date specified	No

## Projects

Map number	Project name	About the project	Proposed for	Completed
		rugby, league, football and softball. The sports fields are proposed to be orientated for optimal daylight conditions.		
16	Changing rooms and public toilets	Changing rooms and public toilets are proposed to be 680m <sup>2</sup> , and sit behind the premier sports field.	No date specified	No
17	Spectator stand	A spectator stand is proposed to be next to the premier sport field to accommodate 500 spectators.	No date specified	No
18	Promenade – access/service way	This promenade is proposed to be 10m wide and sit between the two artificial turfs and the two sports fields.	No date specified	No
19	Grass embankment	The grass embankment sits between the two proposed multi-purpose sports fields.	No date specified	No
20	Pedestrian walkway connection	This pedestrian walkway is included in the plan to allow for more access, particularly to the turfs and multi-use sports fields.	No date specified	No
21	Multi-use green space	This green space may be used in future for things like an event space or an overflow car park.	-	-
22	Existing shed conversion	This is an existing shed that in future may be converted to an event space.	No date specified	No
23	Outdoor lighting	Outdoor lighting is included in the plan for the proposed sports fields and turfs.	No date specified	No
24	Playground equipment	Playground equipment has been included to provide an opportunity for spontaneous play and entertainment for younger family members.	No date specified	No
25	Possible future inclusion	Crown derived Recreation Reserve (Rifle Range)	-	-

## Appendices

### Appendix A - Review

The plan may be reviewed every three years or as required to coincide with Council's Long-Term Plan.

### Appendix B – Others involved in developing this Masterplan

The following groups were directly involved in or consulted on during the development of the initial Masterplan (prior to consultation):

- Basketball Mid Canterbury
- Mid Canterbury Hockey
- Mid Canterbury Netball
- Mid Canterbury Rugby
- Sport Canterbury

A wider range of groups were consulted as part of the public engagement in March/April 2024, and we received feedback from the following additional groups:

- Ashburton Range Users Association
- Hampstead Rugby Club
- Methven Netball Club
- Mid Canterbury Cricket

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## 14. *Elderly Persons Housing Policy 2024*

Author	<i>Lou Dunstan, Policy Advisor</i>
Activity Manager	<i>Renee Julius, Property Manager</i> <i>Mark Low, Strategy and Policy Manager</i>
Executive Team Member	<i>Toni Durham, GM – Democracy and Engagement</i> <i>Tania Paddock, Acting GM – Business Support</i>

### Summary

- The purpose of this report is to seek Council approval of the Elderly Persons Housing Policy 2024 as attached in appendix 2.
- The review schedule for this policy is every three years. As the last review was completed in 2021, it is now due.
- As part of the review, it has been identified that policy relating to prospective tenants' eligibility and changes in existing tenants' circumstances should be updated to better align the policy with relevant legislation.
- Officers have also identified a requirement to update the policy to reflect the affordable rent requirements in the Ministry of Housing and Urban Development funding agreement for the rebuild of 1-16 Friendship Lane.

### Recommendation

1. **That** Council adopts the Elderly Persons Housing Policy 2024.

### Attachment

- Appendix 1** Summary of changes  
**Appendix 2** Elderly Persons Housing Policy 2024

## Background

1. Ashburton District Council currently holds a portfolio of 102 elderly person housing units across three towns within the district. These units are available to rent for residents aged 65 and over, who have a housing need that can't be met elsewhere.
2. The objective of the policy is to outline how the Council will provide elderly persons housing within the district. The policy provides clear guidelines for assessing tenant eligibility and defines the mechanisms for the setting of rental levies.

### The current situation

3. The review period for this policy is every three years, or as required. The last review was carried out in 2021, meaning a review is now due.

### Redevelopment of Friendship Lane units 1-16

4. In October 2022, due to the age, condition, and non-compliance with the Healthy Homes Standards set out in the Tenancy Amendment Act 2020, Council resolved to undertake a staged replacement programme to demolish and rebuild 16 units at Friendship Lane. This project is now underway with prospective tenants expected to move into the newly built units around mid-2025.
5. This project has been partly financed by grant funding from Te Tūāpapa Kura Kāinga Ministry of Housing and Urban Development (Ministry of HUD).
6. As part of the funding agreement with the Ministry of HUD, Council is required to let each unit under the Residential Tenancies Act 1986 at a rate not exceeding 80% of market rate for a minimum 15-year period.
7. Revised rental levies for 1-16 Friendship Lane units will need to be included in the Elderly Person Housing Policy before March 2025 to allow the newly built units to be advertised at the adjusted rental rate.
8. Tenants who were residing in the now demolished Friendship Lane units have all been relocated to other EPH units and will stay in these units unless they otherwise indicate that they wish to move into a newly built unit and this request can be accommodated. No existing tenants will be directly affected by the rental levy changes proposed in the policy, as there are no changes proposed to rental charges for the remainder of Council's EPH portfolio.

### Previous Council Decisions

9. Council carried out public consultation on the Elderly Person Housing Policy in 2021 as part of the Long-Term Plan 2021-2031.

10. The consultation focussed on options for future funding of the activity. Three options were presented to the public:
  - **Option One:** Self-sustaining in 2 years based on incremental rental increases following a bulk increase in year 1.
  - **Option Two:** Self-sustaining in 7 years based on incremental increases
  - **Option Three:** Status Quo to retain the current funding model of 0-30% general rate funding.
11. Following public consultation, Council resolved to amend the Elderly Housing Policy to achieve a self-sustaining model by 2027/28.

### **Returning to a Self-Sustaining Model**

12. The current policy indicates that the activity will return to a self-sustaining model around 2027/28. Further analysis is being completed by officers outside of the policy review, with findings to be presented to Council for further consideration once this has been completed.

## **Proposed changes**

### **Eligibility Criteria**

13. Officers are recommending changes be made to the eligibility criteria section of the current policy.
14. The purpose of clauses 1.1.2 and 1.1.5 are to establish the financial need of a prospective tenant. Under the Privacy Act 2020, landlords are limited to the information they may collect from a prospective tenant, particularly in regard to financial information.
15. Under the Act, Council must have a lawful purpose for collecting the information that is relevant to the tenancy. Therefore, landlords can request information in order to establish a prospective tenant's ability to pay rent but must not collect more information than what is necessary. Such evidence could include a payslip, letter from employer or a letter from Work and Income New Zealand (WINZ).
16. Given the age and situation of prospective tenants, it is likely that most who apply for Council's EPH units would not be employed and therefore would be unable to provide a payslip or letter from an employer. It is more likely that most prospective tenants would be receiving some form of benefit administered by WINZ e.g. pension and/or accommodation supplement.
17. As the accommodation supplement is means tested, officers are recommending that clauses 1.1.2 and 1.1.5 are aligned to the accommodation supplement limits set by WINZ. Doing so would allow officers to request the tenant provide a letter from WINZ as

a means of verifying a prospective tenants financial situation, rather than asking for financial information that could be considered a breach of privacy.

18. It is recommended that the criteria be updated to allow officers to confirm a prospective tenants eligibility to live in New Zealand, clause 1.1.7 has been added to address this.

### **Independent Living**

19. Officers are recommending amendments be made to clauses 1.1.3 and 2.3 of the policy, relating to a tenant's ability to live independently. Under the current policy, Council could decline a tenancy application based on a prospective tenant's ability to live independently. It also gives the option of evicting a tenant if it is determined that the tenant is unable to live independently on an ongoing basis.
20. While the intent of the current policy is to ensure tenants in Council provided housing are able to live in the units safely and independently, Council is considered a residential landlord. The Residential Tenancies Act makes it unlawful for any landlord to discriminate based on someone's physical/mental disability or illness when deciding whether to grant or change a tenancy. The Residential Tenancies Act also has limited circumstances in which a tenancy can be terminated.
21. Officers recommend that the clauses are amended to align with current legislation. These clauses have been updated to provide an alternative method for managing these situations.

### **Rent Levies**

22. An additional clause is proposed to be added to cover the HUD funding agreement requirements for 1-16 Friendship Lane units. 8.4.1 has been updated to address this requirement.
23. Officers are recommending that the current rent levies for all units (excluding 1-16 Friendship Lane) remain as status quo until the progressive rent levies have reached the full amount in 2027/28.
24. Officers are recommending that clause 8.4.4 be removed from the policy as rent levy increases for all units (excluding 1-16 Friendship Lane) are currently established until 2027/28. It is recommended that the mechanism for calculating rent levy increases beyond this period be considered during the next phase of the service review.

### **Other Changes**

25. Other minor changes made to the policy are detailed in appendix 1 attached.



## Options analysis

### Option one – Roll over the current policy (Status Quo)

26. Under this option, the policy would be rolled over as it currently is without any amendments being made, this option is not recommended.

<p><b>Advantages:</b> Prospective /existing tenants would be unaffected as there would be no changes to the policy.</p>	<p><b>Disadvantages:</b> Council will be in breach of the funding agreement with HUD requiring new units at 1-16 friendship lane to be charged at a rate not exceeding 80% of market rate per unit.</p> <p>The current policy could be updated to better reflect privacy requirements and tenant suitability obligations.</p> <p>Council would miss the opportunity to charge the new Friendship Lane units at an updated rate.</p>
<p><b>Risks:</b> Possible reputational risks associated with parts of the current policy, specifically around tenant suitability requirements.</p>	

### Option two – Adopt the policy

27. Under this option, Council would adopt the policy to take effect in December 2024. Amendments made in the policy would better align the policy with the associated requirements of the HUD funding agreement and relevant legislation. This option is recommended.

<p><b>Advantages:</b> Policy would be fully up to date and meet the requirements of the HUD funding agreement for 1-16 Friendship Lane.</p> <p>Policy would be better aligned to relevant legislation.</p> <p>Existing tenants would be unaffected by the amendments.</p>	<p><b>Disadvantages:</b> Council will still need to review the policy again once further analysis has been completed.</p>
<p><b>Risks:</b></p>	

Existing tenants may feel like policy amendments will affect their current tenancy, this will be mitigated by communication to tenants explaining that changes do not affect existing tenants and are only relevant for any new tenancy applications.

### Option three – Adopt an amended version of the policy

28. It is acknowledged that Council may feel further changes are necessary. Therefore, Council could decide to adopt an amended version of the policy.
29. If this was the preferred option, there is potential that the additional changes may trigger the need for consultation, meaning that the revised policy would need to be made available to the community for consultation before being adopted. At a minimum, it would likely require further work from officers to ensure any additional changes are aligned with relevant legislation before the revised policy is fully adopted.
30. This option is not recommended. Further work is planned to assess the delivery of the service; officers recommend Council await the findings of this assessment before making any further changes to the policy.

<p><b>Advantages:</b></p> <p>Improvements may be picked up that have been missed by officers.</p>	<p><b>Disadvantages:</b></p> <p>There is a possibility that additional changes may trigger the requirement of public consultation, this would delay the adoption of the policy before the required timeframe of March 2025.</p> <p>Further work to assess the delivery of the service is planned, any additional changes made now as part of this policy review will be made in the absence of the information gathered as part of the planned service review.</p>
<p><b>Risks:</b></p> <p>There is a risk that any additional changes made may need to be reversed or readdressed following a review of the delivery of Elderly Person Housing planned in 2025.</p> <p>Council may miss the deadline of March 2025 to adopt the revised rental levies for 1-16 Friendship Lane, resulting in the new units being advertised and rented at a lower rate than what is optimal.</p>	

## Legal/policy implications

### Legislation

31. The Elderly Persons Housing Policy is in line with the following relevant legislation.
  - Residential Tenancies Act 1986
  - Residential Tenancies Amendment Act 2020
  - Residential Tenancies (Healthy Homes Standards) Regulations

- Privacy Act 2020
- Human Rights Act 1993
- Local Government Act 2002

### Revenue and Financing Policy 2024

32. In 2020, Council adopted the new Revenue and Financing Policy to take effect from 1 July 2021. The new policy allows for Elderly Persons Housing to be funded through ‘ranges’ of 70-100% fees and charges (rent), and 0-30% general rate in response to the LTP consultation discussed earlier in this report.
33. The Revenue and Financing Policy 2024 contains the same funding split between fees and charges, and general rate.

### Ministry of HUD funding agreement

34. As part of the funding agreement with Ministry of HUD, Council is required to let the units at a rate not exceeding 80% of market rate.

### Climate change

35. This policy has no climate change implications.

### Strategic alignment

36. The draft policy has a positive effect on social wellbeing by ensuring equality of opportunity, rights and freedom of those who live, or apply to live in Councils EPH units. The policy also ensures the service is delivered in a way that contributes to the economic wellbeing of the district.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Ensuring EPH unit rents are set at a level that is affordable for those who reside in the units while reducing the financial impact on rate payers of the district
Environmental		
Cultural		
Social	✓	Ensuring the service is carried out in a way that promotes equality and preserves the rights and freedoms of those who reside or apply to reside in Council EPH units.

## Financial implications

Requirement	Explanation
What is the cost?	There is no additional cost for the recommended option. However, there will be a cost involved if Council decides to make amendments that require consultation.
Is there budget available in LTP / AP?	Not required for the recommended option
Where is the funding coming from?	Not applicable
Are there any future budget implications?	Potentially, if consultation is required.
Reviewed by Finance	<i>Tania Paddock; Acting GM Business Support</i>

## Significance and engagement assessment

37. The recommended option has been assessed against Council's Community engagement Policy and does not trigger high significance.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	The proposed changes to the policy do not directly affect existing tenants or have significant impact for the community. There will be no direct impact financially.
Level of engagement selected	1. <b>Informal one way communication.</b>
Rationale for selecting level of engagement	Existing residents will be contacted via a letter to inform them of the changes and provide reassurance that the changes do not impact their current tenancy agreements.
Reviewed by Strategy & Policy	<i>Mark Low; Strategy and Policy Manager</i>

## Next steps

Date	Action / milestone	Comments
<b>December 2024</b>	Reviewed Policy is adopted	
<b>March 2025</b>	1-16 Friendship Lane units can be advertised at the revised rental rate	
<b>Early 2025</b>	Workshop – Review of Service	

## Appendix One – Summary of Changes

Clause	Action/rationale
<b>Team and Responsibility</b>	<b>Action:</b> removed the word commercial <b>Rationale:</b> to reflect the current team name and title
<b>Adopted</b>	<b>Action:</b> Changed date <b>Rationale:</b> to reflect most recent adoption date
<b>Related documents</b>	<b>Action:</b> Added the following: <ul style="list-style-type: none"> <li>• Residential Tenancies Amendment Act 2020</li> <li>• Privacy Act 2020</li> <li>• Human Rights Act 1993</li> </ul> <b>Rationale:</b> Policy either refers to these directly or has been amended to align with legislation.
<b>Policy Objective</b>	No change
<b>Definitions</b>	<b>Action:</b> Added WINZ <b>Rationale:</b> Work and Income New Zealand Te Hiranga Tangata is now referred to in the policy  <b>Action:</b> Added Affordable rent <b>Rationale:</b> to clarify the indicator used to determine if rent levies are affordable.  <b>Action:</b> removed wording from EPH definition <b>Rationale:</b> national standards are not applicable to defining elderly person housing.
<b>Policy Statement</b>	
<b>1. Eligibility Criteria</b>	<b>Action:</b> Updated wording in clause 1.1.2 <b>Rationale:</b> To better align policy with relevant legislation and WINZ measures used to indicate financial need  <b>Action:</b> Updated wording in clause 1.1.3 <b>Rationale:</b> To clarify the requirement that applicants are able to safely live independently while acknowledging that given the age of EPH tenants, circumstances can change.  <b>Action:</b> Updated wording in clause 1.1.5 <b>Rationale:</b> To better align policy with relevant legislation and WINZ measures used to indicate financial need  <b>Action:</b> Added clause 1.1.7 <b>Rationale:</b> To allow officers to confirm a prospective tenants eligibility to live in New Zealand.  <b>Action:</b> removed 1.2 <b>Rationale:</b> There is no requirement for both applicants to meet the criteria set out in 1.1.
<b>2. Change in circumstances</b>	<b>Action:</b> Updated wording in clause 2.2 and 2.3 <b>Rationale:</b> To better align policy with legislation.
<b>3. Priority</b>	No change

4. <b>Application process</b>	No change
5. <b>Dispute resolution</b>	No change
6. <b>Smoking</b>	<p><b>Action:</b> removed 6.3</p> <p><b>Rationale:</b> Clauses are no longer relevant as there are no existing tenants who smoke, new tenants will be covered by clause 6.2</p>
7. <b>Animals</b>	No change
8. <b>Rent Charges</b>	<p><b>Action:</b> removed clause 8.3</p> <p><b>Rationale:</b> no longer the measure of affordability</p> <p><b>Action:</b> 8.5 becomes 8.3</p> <p><b>Rationale:</b> clause is relevant to all tenants, including those residing in 1-16 Friendship Lane units.</p> <p><b>Action:</b> 8.4.1 becomes 8.4.2 with updates to wording</p> <p><b>Rationale:</b> this clause is only applicable to units not including 1-16 Friendship Lane. The policy states elsewhere that the intention is to make the activity self-sustainable – removed to avoid duplicate information.</p> <p><b>Action:</b> added 8.4.1</p> <p><b>Rationale:</b> to clarify the mechanism for calculating rental levies for 1-16 Friendship Lane units</p> <p><b>Action:</b> removed 8.4.4</p> <p><b>Rationale:</b> rent levy increases for all units excluding 1-16 Friendship Lane are currently established within the policy until 2027/28. Recommend reviewing how these will be calculated beyond this period as part of the next phase of the review.</p> <p><b>Action:</b> Update wording in 8.4.3</p> <p><b>Rationale:</b> this clause is only applicable to units not including 1-16 Friendship Lane.</p>
9. <b>Welfare</b>	No Change

# Policy

## ELDERLY PERSONS HOUSING

<b>TEAM:</b>	Commercial Property
<b>RESPONSIBILITY:</b>	Commercial Property Manager
<b>ADOPTED:</b>	December 2024
<b>REVIEW:</b>	Three years or as required.
<b>CONSULTATION:</b>	Minimum of Section 82 under the Local Government Act 2002, if required
<b>RELATED DOCUMENTS:</b>	Local Government Act 2002, Residential Tenancies Act 1986, Residential Tenancies Amendment Act 2020, Privacy Act 2020, Human Rights Act 1993.

### Policy Objective

- To provide clear guidelines on tenant eligibility for persons wanting to live in Council owned elderly persons housing.
- To provide guidelines for the level of rental, with the intention of the facilities becoming self-funding.
- To ensure Council meets its statutory obligations with respect to tenancies.
- To outline how Council will provide elderly persons housing in Ashburton District.

### Definitions

**Assets** includes cash, investments, house and other property (but not including a car, furniture, personal effects, and any Kiwisaver or government recognised superannuation funds).

**Council** means Ashburton District Council.

**Council Officer** means any officer of the Council or any other authorised person carrying out work on behalf of the Council.

**Disability Assist dog** has the same meaning as section 2 of the Dog Control Act 1996 and generally means any dog certified to assist a person with a visual, hearing, mobility or other disability.



**Elderly** means those people aged 65 or over but may include persons 60 years and older if they have a medical condition and they are on a permanent invalids benefit or similar.

**Elderly Persons Housing (EPH)** means housing owned and managed by the Council for the purposes of meeting elderly housing needs in Ashburton District. ~~As per national standards,~~ Elderly Persons Housing is not considered social housing.

**Smoking** includes the use of e-cigarettes (commonly known as vaping), cigarettes, cigars, pipes or any other smoking device.

**WINZ** means Work and Income New Zealand Te Hiranga Tangata, the social services provider.

**Affordable rent** for the purpose of this policy is a rental set at no more than 80% of market rate.

## Policy Statement

### 1. Eligibility criteria

1.1 Those applying to reside in elderly persons housing shall meet **all of** the following criteria:

- 1.1.1 Be eligible for Government National Superannuation OR aged 65 (for a couple only one applicant).
- 1.1.2 ~~Not receiving a gross income exceeding the total value of 15 hours per week multiplied by the rate of minimum wage at the time.~~ **Have additional income below the current gross income limit for the WINZ accommodation supplement.**
- 1.1.3 Be able to care for themselves independently **at the time of application**. The use of home-based support services does not mean applicants are automatically excluded.
- 1.1.4 Show a housing need which cannot be met adequately elsewhere.
- 1.1.5 Total assets, including cash, investments, house and other property (but not including a car, furniture and personal effects) **does not exceed the accommodation supplement limits set by WINZ \$20,000 (single), \$30,000 (couples).**
- 1.1.6 Be compatible with other EPH residents, in the opinion of the Council officer.
- 1.1.7 **Be a New Zealand citizen, have permanent residency, or hold a visa granting the right to reside in New Zealand.**

~~1.2 Where an application is received for a couple, both applicants must meet the criteria specified in policy 1.1. Where one applicant does not meet the criteria, the application will be considered at the discretion of the Council officer.~~

### 2. Change in circumstances

2.1 All residents shall notify Council on becoming aware of their eligibility criteria changing.

2.2 Where it is suspected that there are existing or impending eligibility issues for medical, physical or mental health reasons, the Council, in the first instance will contact **the tenants nominated emergency contact** ~~seek to~~ **who can** facilitate the provision of the appropriate social service

support.

- 2.3** Following consultation with **the residents nominated emergency contact and** appropriate social service, if the tenant is clearly unable to meet the eligibility on an ongoing basis, ~~the Council will consider giving the tenant the required notice to vacate.~~ **Council will work with the resident to assess alternative options.**

### **3. Priority**

3.1 Applications will be accepted, and considered in the following priority order:

- 3.1.1 Current residents of Ashburton District
- 3.1.2 Those with family in the Ashburton District
- 3.1.3 Past residents of Ashburton District
- 3.1.4 Other applicants.

### **4. Application process**

- 4.1 Council Officers will assess applications for elderly persons housing against the criteria listed in 1.1. Applicants will be required to sign a statutory declaration as part of the application process.
- 4.2 Applicants will be advised of the outcome within 10 working days of the application being submitted to Council.
- 4.3 Applicants will be notified of the status of their application by letter as to whether or not a unit is available.
- 4.4 Where there are no available units, applicants will be added to a waiting list.

### **5. Dispute resolution**

- 5.1 In the event of a dispute, resolution will be sought in accordance with the Residential Tenancies Act 1986.

### **6. Smoking**

- 6.1 Smoking, including the use of e-cigarettes, is not permitted inside the elderly persons housing units. This applies to both tenants and visitors.

#### **6.2 New tenancy agreements**

All new tenancy agreements will contain a clause stating that smoking, including the use of e-cigarettes, is banned.

#### **6.3 Existing tenancy agreements**

~~Existing tenancy agreements will not be changed to include a smokefree clause as a result of this policy.~~

### **7. Animals**

- 7.1 Council recognises that some tenants may wish to keep small pet animals in their units.

- 7.2 Council officers will determine if the type of animal is appropriate based on the potential level of nuisance caused by that animal.
- 7.3 Dogs will not be permitted under any circumstances, excluding disability assist dogs.
- 7.4 Tenants wishing to keep animals (including cats) in elderly persons housing must make a request in writing to Council.
- 7.5 Council officers will consider the request and advise the applicant within 10 working days.
- 7.6 Any animal kept in elderly persons housing must be well behaved and properly cared for so they do not pose a nuisance to other tenants, or neighbours.
- 7.7 ~~New~~ Tenants wanting to keep a cat must provide Council with a copy of a desexing certificate and proof of vaccinations for their cat.

## 8. Rent charges

- 8.1 Council will review rental levies on an annual basis.
- 8.2 Rent is charged per unit i.e. there are set rates for a single and double unit. If a single person is occupying a double unit, double unit rates will still apply.

~~Rent charges are based on an internationally adopted standard of affordability, which states that residents should pay no more than 30% of their gross household income on housing costs. This has been incorporated into policy 8.4.3, however some single residents choose to live in double units and therefore may pay more than 30% of their income on rent.~~

- 8.3 Any rental levy increases will take effect in each new financial year, on the date corresponding to when the tenancy agreement was signed.

### 8.4 New and existing tenants:

- 8.4.1 **1-16 Friendship Lane, Ashburton Units:** Rent levies for Friendship Lane units (1-16) will be charged at 80% of market rate for the unit and will increase on an annual basis based on a levy set at 80% of the market rate.

- 8.5 ~~All tenants will be subject to progressive rent increases until 2027/28 to meet the rent levies necessary for the elderly persons housing activity to be self funding.~~

- 8.4.2 All tenants in units excluding 1-16 Friendship Lane will be subject to progressive rent increases until 2027/28, as listed below.

- 8.4.3 Rental levies for **units excluding 1-16 Friendship Lane** existing tenants are as follows:

	2024/25	2025/26	2026/27	2027/28
<b>Single</b>	\$140.00	\$150.00	\$160.00	\$170.00
<b>Double</b>	\$160.00	\$170.00	\$180.00	\$190.00

- 8.4.4 ~~Once rental levies have progressed to the full amount as set out for 2027/28 in policy 8.4.3, rental levies will increase on an annual basis as per the Consumer Price Index for the previous financial year.~~

## **9. Welfare**

- 9.1 Council acknowledges its role as landlord, and as such, will be accessible and diligent towards the general welfare of tenants.
- 9.2 It is not the responsibility of Council to provide social services to the tenants as these services are better provided by other professional service providers.
- 9.3 Where Council officers are concerned about the health or welfare of any tenants, the next of kin/emergency contact will be contacted in the first instance.

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## ***15. Adoption of Welcoming Communities Plan 2024***

Author *Mercedes Walkham: Welcoming Communities Advisor*  
Executive Team Member *Toni Durham: GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for Council to adopt the Welcoming Communities Plan 2024.
- The Plan has been developed using the framework of the Welcoming Standards of New Zealand and establishes the work programme for the next three years.
- The Plan has been the subject of conversations and workshops with local stakeholders over the past two years.

### **Recommendation**

- 1. That** Council adopts the Welcoming Communities Plan 2024.

### **Attachment**

**Appendix 1** Welcoming Communities Plan 2024

## Background

### The current situation

1. Council has recently applied for Welcoming Communities accreditation to become an 'Advanced Welcoming Community' (level 3 of 4).
2. If successful, Council will be the first local authority in New Zealand to achieve this level.
3. As a part of the accreditation process, Council is required to update the Welcoming Communities Plan to ensure it reflects the current community and associated needs.

### What is the Welcoming Communities Programme?<sup>1</sup>

4. Welcoming Communities recognises that communities are healthier, happier and more productive when newcomers are welcomed and included. Supported by Immigration New Zealand, local councils and their communities throughout the country are helping newcomers feel at home. Newcomers are recent migrants, former refugees, international students and anyone new to the community.
5. The Welcoming Communities Standard for New Zealand sets the benchmark for what a successful welcoming community looks like. Member councils involve local residents and newcomers in developing and implementing Welcoming Plans to meet the Standard's outcomes and work towards greater economic, social, civic and cultural success.
6. Accreditation formally recognises that a council and community have met the Standard's outcomes. It sets the community apart as being intentionally welcoming and a place where everyone can belong and flourish.
7. Accreditation builds a competitive advantage to attract, support and retain newcomers and:
  - shows that a council values and welcomes newcomers
  - provides a way to assess and reflect on progress and to improve welcoming practices
  - celebrates success and a shared pride in positive outcomes for the community
  - shows that a council and community are part of an international welcoming network
  - showcases welcoming activities on the national and international stage
  - provides councils with access to support, resources, knowledge sharing and networking in New Zealand and overseas through the Welcoming Communities programme

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<sup>1</sup> Source: The section is a direct quote from [Welcoming Communities Accreditation Overview](#)

## How long has Council been involved?

8. Beginning in 2017, Welcoming Communities is an initiative led by Ministry of Business, Innovation and Employment (MBIE), in partnership with the then Office of Ethnic Communities and the Human Rights Commission. From humble beginnings across five regions and involving 10 Councils, it now has 35 Council's involved.
9. Ashburton District was a pilot Council of the programme in 2017 and remains committed to the programme today. At the heart of the programme is our community.
10. The emphasis of Welcoming Communities is on building connections between newcomers and local communities through inclusive welcoming activities. Working in a shared and collaborative manner brings economic, social and cultural benefits to the community.

## About the Welcoming Communities Plan 2024

11. To date Council has been regarded as a New Zealand leader in the Welcoming Communities Programme. The Plan has been developed with a three-year horizon, with a review programmed in 2027, and will enable Council to aspire for the next level of accreditation should it wish to do so.
12. The Plan has been developed with the current resourcing (0.6FTE) in mind. The Plan has not been developed with a view of increased budget / resource implications for Council in adopting this plan.
13. The Plan has been reviewed by key stakeholders in its draft form with amendments included as appropriate.
14. Progress on the Plan is reported to stakeholders through the Settlement Working Group and to Council via the Activity Briefings.

## Options analysis

### Option one – Council adopts the Welcoming Communities Plan 2024 as proposed (Recommended option)

15. This option would see Council adopt the Plan unchanged, as attached in Appendix one.

<p><b>Advantages:</b></p> <p>Council would be delivering on a much-anticipated Plan with key stakeholders in the community.</p> <p>The Plan will support Council's accreditation application.</p>	<p><b>Disadvantages:</b></p> <p>Council has not considered the Plan previously.</p>
<p><b>Risks:</b></p>	

**Reputational Risk** for Council with the community if the Plan is not delivered.

## Option two – Council makes amendments to the Welcoming Communities Plan 2024

16. Under this option, Council may choose to make further amendments to the Plan detailed in Appendix One arising from the discussions.

### **Advantages:**

Officers recognise that useful points of improvement often arise from elected member input and this option may be preferred for those reasons.

### **Disadvantages:**

Depending on the amendments, the changes may be at odds with the community perspectives reflected in the Plan.

### **Risks:**

**Reputational Risk** to Council if the amendments delay or impact on the accreditation process or delivering initiatives / programmes with the community.

**Operational Risk** to Council if additions are made to the plan that are unable to be delivered under current resourcing.

## Option three – Council does not adopt the Welcoming Communities Plan 2024

17. This option would see Council not adopt the Welcoming Communities Plan and continue to work

### **Advantages:**

No advantages identified.

### **Disadvantages:**

Considerable officer and stakeholder time in developing the Plan would be without benefit

Council would not be able to achieve level 3 accreditation.

### **Risks:**

**Reputational Risk** to Council with the community possibly interpreting this option that Council no longer supports the programme.

## Legal/policy implications

### Local Government Act 2002

18. Council is required to make decisions for current and future generations as per [section 10](#).
19. They are also required to act within the following principles:



- (b) a local authority should make itself aware of, and should have regard to, the views of all of its communities; and
- (c) when making a decision, a local authority should take account of—
  - (i) the diversity of the community, and the community’s interests, within its district or region; and
  - (ii) the interests of future as well as current communities; and
  - (iii) the likely impact of any decision on each aspect of well-being referred to in [section 10](#)

### Economic Development Strategy

- 20. Council’s Economic Development Strategy has specific actions related to the Welcoming Communities Programme.

### Climate change

- 21. The adoption on the Plan will have a minimal impact on climate change.

Review of legal / policy implications	
Reviewed by In-house Counsel	<i>Tania Paddock; Legal Counsel</i>

### Strategic alignment

- 22. The recommendation relates to Council’s community outcome of ‘*residents are included and have a voice*’ and a *prosperous economy built on innovation, opportunity and high quality infrastructure*’.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	The Welcoming Communities programme works to ensure that newcomers to our district are welcomed and enabled to settle into the district, and that as a host community we are welcoming and open to diversity. This all contributes to social cohesion and the economic wellbeing of the District, which is reliant on migratory population growth.
Environmental		
Cultural	✓	
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	No additional cost for adopting the plan. Current resource included in LTP
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Via Democracy cost centre, UAGC funded
Are there any future budget implications?	No
Reviewed by Finance	Erin Register; Finance Manager

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	The plan has been developed with input from key stakeholders over an extended period of time. The adoption signals the beginning of the new work programme and the community will be informed through the usual media channels.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

# Appendix 1

## Welcoming Communities Plan 2024

## Whakatauāki

### ***Te Whāriki kia mōhio ai ttou ki a tātou***

E kore e taea e te whenu kotahi  
ki te raranga i te whāriki  
kia mōhio ai tātou ki a tātou.

Mā te mahi tahi o ngā whenu,  
mā te mahi tahi o ngā kairaranga,  
ka oti tēnei whāriki.

I te otinga

me titiro tātou ki ngā mea pai ka puta mai  
a tana wā, me titiro hoki  
ki ngā raranga i makere  
nā te mea, he kōrero anō kei reira.

Ku Tirikatene

### ***The Tapestry of Understanding***

The tapestry of understanding  
cannot be woven  
by one strand alone.

Only by the working together of strands  
and the working together of weavers  
will such a tapestry be completed.

When it is complete

let us look at the good that comes from it  
and, in time we should also look  
at those dropped stitches  
because they also have a message.

*Whakatauāki provided by Upoko Te Wera King, Te Rūnaka o Arowhenua, Ngāi Tahu*



## Welcome from the Mayor

Kia ora koutou,

It is with great pride that I introduce our community's second-generation Welcoming Communities Plan. As a district, we are committed to embracing diversity and fostering an environment where all people, regardless of their background, feel valued, respected, and included.

New Zealand is a land rich in cultural diversity, and here in our community, we are dedicated to making every person feel at home. Ashburton District's economy is reliant on newcomers to our community. This plan is not just about welcoming newcomers—it's about strengthening the bonds between all residents, creating opportunities for cross-cultural exchange, and ensuring that everyone has a sense of belonging and a chance to thrive.

Our vision for a welcoming community is one where:

- We celebrate our differences and learn from one another.
- We provide support for those who are new to our area, helping them navigate and integrate into all aspects of life.
- We actively encourage participation, ensuring everyone has a voice in shaping our shared future.

Since joining the Welcoming Communities programme in 2017, our community has continued to diversify and grow, and we have made remarkable progress to becoming a more open and inclusive community. We have achieved this by working collaboratively with a range of community groups and organisations, who we are highly appreciative of their great work.

Together, we can build a stronger, more vibrant community where every individual's contribution is valued. I encourage everyone to embrace the principles of acceptance, understanding, and openness, so that we continue to grow as a community where all can flourish.

Thank you for being part of this exciting journey.

**He aha te mea nui o te ao**

**He tangata, he tangata, he tangata**

*What is the most important thing in the world?*

*It is the people, it is the people, it is the people.*

Kā mihi

Neil Brown

**Mayor**

Follow us on Welcoming Communities- Ashburton District Facebook Page.

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# About Welcoming Communities

## Fostering Connections Between Newcomers and Community Members

The Welcoming Communities programme (programme) aims to encourage and support local Councils and their communities to take a greater leadership role by fostering connections between newcomers and local community members. It seeks to embrace and draw on the significant cultural values of *Whānaungatanga* - a sense of belonging, kinship and support, and *Manaakitanga* – the value of showing respect, extending hospitality and caring for other people regardless of their status.

Beginning in 2017, Welcoming Communities is an initiative led by Ministry of Business, Innovation and Employment (MBIE), in partnership with the then Office of Ethnic Communities and the Human Rights Commission. From humble beginnings across five regions and involving 10 Councils, it is now 35.

Ashburton District was a pilot Council of the programme in 2017 and remains committed to the programme today. At the heart of the programme is our community – that’s you, the residents of the Ashburton District.

The emphasis of Welcoming Communities is on building connections between newcomers and local communities through inclusive welcoming activities. Working in a shared and collaborative manner leads to a shared understanding and appreciation of each other – and with that comes positive social, economic and cultural benefits for our district.

We all live, work, play and connect with others in our district and pride ourselves on being friendly, open and good hosts. It’s fundamental to who we are and our values. However, like the rest of the world, New Zealand has not been immune to anti-immigration messages and the current global shift from idealism to realism in terms of acting toward greater equality for all.

Welcoming Communities seeks to turn these negative messages into more positive ones and recognises that communities need support also. It provides a vehicle to promote, showcase and enhance existing programmes and activities occurring in the inclusion and settlement space. It works to build on these by extending the capability of communities to welcome and foster relationships with newcomers and increase capability, sense of belonging and acceptance across a community.

This programme is part of a global movement that includes Cities of Migration in Canada, Welcoming America in the United States, and Australia's Welcoming Cities. In New Zealand, based on the success of the programme, the government approved the expansion of it to other regions of the country. Currently, 35 councils have joined the programme.

## The Benefits of Welcoming Communities for the Ashburton District

In the last ten years, Ashburton had an 11.26% population growth, with 27% of people who participated in the census identifying themselves as another ethnicity rather than European (Stats, 2024). This growth has been driven primarily by the strong local rural economy, which has boosted workforce requirements in the primary (such as agriculture) and secondary (such as manufacturing) sectors.

Labour demand in both sectors has led to a large increase in migrants and immigrants to the district, transforming Ashburton District's cultural diversity over the last two decades. Māori, Pasifika, Asian and European populations have flourished, bringing with them new cultural, religious and social practices.

New Zealand is a bi-cultural country, with a multi-cultural society. Welcoming Communities is a vehicle that can help to enhance and support many of the current services and initiatives in place (or being developed) to attract and retain business, support social cohesion and resilience and improve the livability of our communities by connecting and fostering a community of acceptance and inclusion.

Through our community groups, businesses and organisations there are opportunities to engage with and celebrate population diversity and learn about each other and those new to our district. Like our existing community, newcomers settling in our district are an asset and are needed. They are innovative, entrepreneurial, skilled and contribute to community wealth, health, and well-being. Communities that intentionally connect and actively include people from all cultural backgrounds in social, civil and economic life set themselves apart. By fostering a community of acceptance and inclusion, the quality of life for all residents is improved.

**He Oranga Mou**

**He Oranga Mō Mātou**

**He Oranga Mō Tātou Katoa**

A place of well-being for you,

For us,

For all of us.



## The Welcoming Communities Standard

The Welcoming Communities Standard for New Zealand (The Standard) is a central component of the programme. It provides a benchmark for the features of a welcoming community and is the basis for councils (in collaboration with their communities) to be accredited as a “Welcoming Community”. We are an accredited Established Welcoming Community.

The standard sets out what a successful community looks like and is deliberately outcome-focused. The outcomes-based standard is organised around eight elements to build a Welcoming Community. These elements are:

1. Inclusive leadership
2. Welcoming communications
3. Equitable access
4. Connected and inclusive communities
5. Economic development, business and employment
6. Civic engagement and participation
7. Welcoming public spaces
8. Culture and identity

## About our Welcoming Plan - Whakatau mai ki te rōhe o Hakatere

The Ashburton District Welcoming Plan (the Plan) belongs to our community. It is the driver for and sits at the heart of the Welcoming Communities Programme. The welcoming activities in our Plan turn a great idea into an on-the-ground reality.

It reflects the voices and views of our community and outlines the actions we will take together to build an even more inclusive and connected welcoming environment for newcomers and the whole of the community.

The Plan has been developed within the eight elements of the Welcoming Communities Standard.

The Welcoming Communities Programme and plan development process has been socialised with the community over the past year through a series of workshops and hui. The original qualitative and quantitative data that had been collected for the original plan remains valid, however, it is the close relationships with our community which enable a deep understanding of localised issues and areas for improvement that underpins the plan

A good deal of welcoming activity is already happening in our district and there is no need to reinvent what is working well. These have been included in the Plan. We want to see if we can enhance it further so it becomes embedded in our societal norms.

We must work together to make Welcoming Communities a success across the Ashburton District. While some activities might start small, with time they may evolve and take on new objectives. This is our community’s call to action, to get involved, work together and build a strong, resilient and inclusive district.

***He nui maunga e kore e tae a te whakaneke, he nui ngaru moana mā to ihu o te waka wāhi.***

*A great mountain cannot be moved, but a giant wave can be broken by the prow of a canoe.*

*(Do not give up too easily- some things are possible).*

## The Layout of our Welcoming Plan

Our Welcoming Plan is structured around the eight aspirational elements of the Welcoming Communities Standard. Welcoming activities sit under each of the eight elements and their supporting outcomes. The element outcomes help paint a picture of what success could look like.

We recognise that many of the welcoming activities interconnect and touch on other element outcomes and therefore could equally sit under one or more different outcomes. For this Plan, we have arranged our welcoming activities under the element outcomes of best fit.

Under each activity, key actions, timeframes, and lead and supporting roles are included. You will note that some activities have been completed, are already occurring or are already well on the way to being produced or implemented

The activities sitting under each element outcome are either:

- existing activities where the objective is to build their profile, support, strengthen and enhance them, and/or engage wider community support for their delivery and success, or
- new activities that the community have highlighted as possible ways to work in new ways or are areas for development.

Some activities require further research or investigation and are therefore exploratory. The intention is to undertake this exploratory phase and determine the feasibility of potentially developing the activity further for implementation.

Activities are either council-led, conducted in partnership or led by a community or cultural group, NGO, agency, local Māori, local business or business organisations. Supporting roles are also noted or will be determined as needed. Many of the activities will initially involve exploratory discussions with the expectation that in time the community will take ownership and drive the activities.

Anticipated outcomes from our welcoming activities are grouped under four cultural values:

**Whānaungatanga** - a sense of belonging- kinship and support

**Manaakitanga** – the value of showing respect, extending hospitality and caring for other people regardless of their status.

**Kotahitanga** – oneness, encouraging unity.

**Mohiotanga** – sharing of information.

In practise, this looks like:

<p><b>Whānaungatanga</b></p> <p>Demonstrating community leadership and embracing the cultural and social diversity of our changing communities.</p> <p>Publicly showcasing, celebrating and embracing the district’s changing ethnic and cultural diversity to build community awareness and appreciation of our newcomer populations.</p> <p>Helping to assist newcomer community participation and their ability to settle in New Zealand.</p> <p>Promoting the benefits of those coming to our district and why welcoming initiatives are important.</p>	<p><b>Kotahitanga</b></p> <p>Building community awareness and understanding of the Welcoming Communities programme and newcomer contribution to the economic, civic, social and cultural fabric of the district.</p> <p>Leveraging existing community groups that have established community networks and services to drive and support the programme.</p> <p>Connecting members of the community with others they might not ordinarily connect with.</p> <p>Building social cohesion and community pride.</p> <p>Building an understanding of the positive impacts of cultural and ethnic diversity and the benefits that come from a more connected and inclusive community.</p> <p>Bringing diversity into the public domain and encouraging the use of public spaces in a positive and rewarding way.</p> <p>Helping to break down prejudice and fear of migrants and newcomers and their cultures.</p>
<p><b>Manaakitanga</b></p> <p>Fostering an environment where the community embrace and champions the core values of inclusiveness, openness, tolerance, respect and acceptance that underpin welcoming and inclusive communities.</p> <p>Helping to reduce isolation for newcomer families and individuals (rural and urban).</p> <p>Providing a platform for our cultural groups to demonstrate leadership, have a voice, express their beliefs and customs, and be part of creating an environment of learning, inclusion and participation.</p>	<p><b>Mohiotanga</b></p> <p>Providing tools that assist the local community to be well equipped and supported to welcome and interact with newcomers.</p> <p>Helping to assist newcomer community participation and their ability to settle in New Zealand.</p> <p>Identifying and reflecting information needs across a diverse range of groups.</p> <p>Capturing stories from local people and organisations that are already supporting the Ashburton District to be a welcoming community.</p> <p>Providing opportunities to analyse population diversity, to understand its impacts and to identify community needs or ways to promote and celebrate it.</p>

We will monitor and measure the outcomes and impact of the individual welcoming activities and the programme along the way. Examples of measures will include:

- Activity evaluation and feedback.
- Production, distribution and use of tools or guidance.
- Requests by community, cultural, sporting, business groups and organisations for programme and activity information and guidance material.
- The number of newcomers and community members participating in activities steadily growing.
- Over time sharing, promoting and implementing best practices across all sectors of the community.
- Positive portrayal of connected and inclusive practices demonstrated by community leaders and the whole of the community steadily growing.

# Welcoming Activities

## 1. Inclusive Leadership

### Overarching Statement – What success looks like

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.

### Outcomes – What inclusive leadership looks like on the ground

#### 1.1 Māori

As the indigenous peoples of Aotearoa New Zealand, Māori – represented by tangata whenua, mana whenua, iwi and hapū and/or other hapori Māori have a prominent role in our Welcoming Plan activities

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Enhance manawhenua and Hakatere Marae connections to Welcoming Communities	Te Rūnaka o Arowhenua and Hakatere Marae meet twice per year with Welcoming Communities to identify issues and opportunities	Ongoing	Welcoming Communities	Te Rūnaka o Arowhenua Hakatere Marae Committee
Partner with Te Rūnaka o Arowhenua , the Hakatere Marae and Community groups and organisations to promote existing Māori education programmes	Identify the Māori education opportunities currently available in the community and any gaps that may exist	June 2025	Welcoming Communities	Te Rūnaka o Arowhenua Hakatere Marae Komiti Settlement Working Group members Community groups and organisations
	Actively promote Maori education opportunities on behalf of the community groups	Ongoing		

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
	Develop a plan to address gaps	December 2025	Welcoming Communities Advisor	Te Rūnaka o Arowhenua Hakatere Marae Komiti

## 1.2 Leadership Diversity

Leaders – both designated and unofficial – reflect the diversity of the local community, as does the Council workforce.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Leadership throughout our District reflects the growing diversity of our community	Council regularly reviews its Equal Employment Opportunities and Diversity and Inclusion Policies to ensure they remain fit for purpose	EEO Policy - January 2027 Diversity & Inclusion Policy – July 2025	Council	-
	Ethnic Leaders Forum continues to provide an opportunity for leadership development and connection to civic governance	Ongoing	Hakatere Multi-Cultural Council	Welcoming Communities Ashburton District Council

## 1.3 Modelling inclusive behaviour and challenging excluding language and behaviour

Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
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WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to build awareness of and champion welcoming and inclusive practices among local cultural groups, organisations, groups, agencies and businesses.	Continue to work, meet, take up and extend invitations for local cultural groups, organisations, groups, agencies and businesses to learn about the Welcoming Communities Programme and participate in welcoming activities.	Ongoing	Welcoming Communities	Newcomers Cultural and sporting groups Community Agencies Businesses Other organisations
	Civic leaders continue to develop and model inclusive behaviour.	Ongoing	Council	Welcoming Communities
	Actively involve Ethnic Leaders in the Welcoming Communities programme	Ongoing	Hakatere Multi Cultural Council	Welcoming Communities

#### 1.4 Programme ownership

There are clear roles, responsibilities and ownership within the Council and in the wider community for the Welcoming Communities programme.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Welcoming Communities Programme is an embedded function of Council for the benefit of the wider community	Annual work programme and budget approved by Council	Annually	Welcoming Communities	Council
	Teams throughout Council are supported and enabled to provide Welcoming Communities initiatives.	Ongoing		

## 1.5 Intercultural intelligence

Council internal and external policies, services, programmes and activities recognise and address cultural diversity.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to enhance and build on existing Māori cultural competency and awareness among Ashburton District Council staff and Employers	Continue to work with key staff and Māori leaders to build staff understanding, awareness, and appreciation of Māori and Ngāi Tahu culture, values, language, customs and engagement methods.	Ongoing	Welcoming Communities	Te Rūnaka o Arowhenua. Hakaterere Marae Komiti Te Rūnanga o Ngāi Tahu. Council Employers
Continue to enhance and build on existing intercultural competency and awareness among Ashburton District Council staff and Employers	Continue to work with key staff and local business leaders to build staff understanding, awareness, and appreciation of different cultures, their values, language, customs and ways of engaging.	Ongoing	Welcoming Communities	Ashburton District Council Business Canterbury Diversity Works

## 1.6 Leadership opportunities

A range of leadership opportunities in the Council and the wider community are available to and taken up by newcomers.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Diversity is becoming more visible within key organisations in the community.	Opportunities are available for all and promoted where appropriate	Ongoing	Welcoming Communities	Community groups and organisations



## 2. Welcoming Communications

### Overarching Statement – What success looks like

People of all cultures and backgrounds feel included, listened to and well-informed through a range of ways that take into account their different communication needs.

### Outcomes – What welcoming communications look like on the ground

#### 2.1 Public Awareness

The community is well informed about the local benefits of migration and the Welcoming Communities programme, including success stories.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to ensure the Welcoming Communities pages on the ADC website and the Welcoming Communities Facebook page remains fit for purpose.	Maintain and promote the Welcoming Communities web pages and Facebook page.	Ongoing	Welcoming Communities	Ashburton District Council
Continue to inform the community about the benefits of being a Welcoming Community by celebrating diversity	Maintain and promote the concept of being a Welcoming Community through the range of communication channels available.	Ongoing	Welcoming Communities	Ashburton District Council

#### 2.2 Informed by data

Council is well informed about newcomers to their region and proactively seeks data about newcomers from relevant sources.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
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WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Source available data to better understand community demographics and inform Ashburton District Council processes and decision-making.	Continue to source reputable datasets (internal and external to the Council). Analyse and prepare reports to inform Council processes and decision-making.	Annual updates	Welcoming Communities	Ashburton District Council Statistics NZ Infometrics Settlement Working Group members
	Proactively source datasets from applicable agencies to enable further data analysis if existing collection and analysis of data do not meet decision-making requirements.			
Publicly promote and celebrate 2023 census data to showcase our changing diversity.	Use 2023 census data to design, develop and promote a poster or media pictorial/infographic to showcase and celebrate the district's changing diversity.	March 2025	Welcoming Communities	Ashburton District Council

### 2.3 Engagement is fit-for-purpose

Council's engagement with all residents is two-way, culturally appropriate and fit for purpose

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continuous improvement of engagement practices to be accessible and inclusive.	Through <a href="https://itsourplace.co.nz">itsourplace.co.nz</a> , community meetings and targeted conversations Council hears from a wider cross-section of the community	Ongoing	Ashburton District Council	Welcoming Communities Ethnic Leaders Forum

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
	Translation of Council website and engagement information is investigated, and if feasible, rolled out.	December 2025	Ashburton District Council	Welcoming Communities

## 2.4 Culturally appropriate communications

Council communication materials and messages are inclusive and reflect the diversity of the local community. We encourage other agencies, businesses and organisations to follow this model.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Promote Interpreting Services available	Work with Council, cultural and community groups, businesses, agencies and organisations to identify actions to build awareness of, promote and distribute information about CAB's 'Language Connect' service and interpreting services at ADC's facilities.	Implement actions from July 2025	Welcoming Communities	CAB Settlement Working Group
Show leadership with culturally appropriate communications for our community	Continue to acknowledge and use Te Reo Māori in communication material	Ongoing	Council	Welcoming Communities

### 3. Equitable Access

#### Overarching Statement – What success looks like

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.

#### Outcomes – What equitable access looks like on the ground

##### 3.1 Partnering for accessibility

The council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Explore the potential to develop and trial a Community Mentors programme – pair up with newcomers to help them in the community	Form an action team to explore the opportunity of developing and trialling a ‘Community Mentor’.	Exploratory phase to identify programme feasibility completed by June 2025	Welcoming Communities	Settlement Working Group MC TimeBank Hakatere MCC Community groups and organisations

##### 3.2 Equity of access

Council and other organisations in the community, research, design and deliver services that take account of the different circumstances (for example rural/urban) and cultural.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to deliver the Mid Canterbury Newcomer Rural Driver Licensing Scheme for	Continued promotion of the scheme	Ongoing	Mid Canterbury Rural Driver Licencing Trust	Welcoming Communities Council HMCC

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
rural newcomer women.				
Support and promote the Ashburton Learning Centre, Council Facilities, HMCC, Wellbeing Ōpuke, and Connecting Mid Canterbury as a platform for newcomer and community member support, connectivity, learning, and sharing of expertise.	Promote activities and initiatives across Welcoming Communities networks and wider community channels of communication.	Ongoing	Welcoming Communities	Ashburton Learning Centre. Ashburton Library AAGM Wellbeing Ōpuke Connecting Mid Canterbury HMCC

### 3.3 Awareness of services

All community members are well-informed about the services available in the community. Newcomers are made aware of and are using these services.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Maintain and promote the Community Directory.	Continue to maintain, make changes to and explore the opportunity to enhance the directory on an ongoing basis.	Ongoing	CAB	Further cultural and sporting groups, newcomers, community agencies, businesses, organisations and groups that will take a supporting role will be identified as needed.
Maintain and promote the Welcoming Guide.	Continue to maintain, make changes to and explore the opportunity to enhance the	Ongoing	Welcoming Communities	Settlement Working Group

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
	guide on an ongoing basis.			
Continue to deliver and promote services offered in the community.	Partner with other agencies to deliver information and promotional events to the community	Ongoing	Welcoming Communities	Community groups and organisations Emergency Services

## 4. Connected and Inclusive Communities

### Overarching Statement – What success looks like

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers

### Outcomes – What connected and inclusive communities look like on the ground

#### 4.1 Initial Newcomer Support

Coordinated, comprehensive and appropriate initial welcoming support services are available from the Council, other agencies and community organisations.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Maintain and update the Welcoming Guide as required.	Annually review the Welcoming Guide with the community and key agencies to ensure accuracy and relevance	Annual	Welcoming Communities	Ethnic Leaders Forum Settlement Working Group
Work alongside other community organisations and agencies to deliver welcoming support services	Opportunities to work with Settlement Working Group organisations and the wider community are regularly undertaken.	Ongoing	Welcoming Communities	Settlement Working Group Community groups and organisations
Support and promote the Hakatere Multi-Cultural Council strategic direction.	Where appropriate and able, be part of discussions, support and promote the Hakatere Multi-Cultural Council strategic direction goals and focus areas.	Current and ongoing.	Welcoming Communities	HMCC Community groups and organisations

## 4.2 Welcoming capability

Our community is well-equipped and supported to welcome and interact with newcomers.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to host cultural awareness workshops for the community.	Work alongside others to develop and deliver a series of workshops that help to educate and support the community about their own and other cultures and their values	Ongoing	Welcoming Communities AAGM HMCC	Community groups and organisations

## 4.3 Connectivity

Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Support and promote the Mid Canterbury TimeBank and Keep Learning as platforms for newcomer and community member connectivity.	Explore opportunities to assist TimeBank and Keep Learning in promoting their purpose and their key principles of 'Connect, Contribute and Belong' across the community including cultural groups.	Opportunities explored from July 2024	Mid-Canterbury TimeBank	Welcoming Communities HMCC Community groups and organisations

## 4.4 Celebrating diversity

Different cultures are celebrated, and people are supported to express their cultural beliefs and customs, including language and religious practices.



WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue women-only swim sessions at the EA Networks Centre to accommodate different cultural and community needs and create a safe and welcoming environment.	Investigate expanding the programme of women-only swim sessions at the EA Networks Centre.	Ongoing	EA Network Centre staff. Welcoming Communities	Settlement Working Group Community groups and organisations
Community events and activities reflect the community's diversity.	Continue to promote grants and funding opportunities to the wider community.	Ongoing	Council	Welcoming Communities
	Council events are well-attended	Ongoing	Council Events	Welcoming Communities Community groups and organisations
	Support and promote community-led initiatives	Ongoing	Community groups and organisations, Schools	Welcoming Communities

## 5. Economic Development, Business and Employment

### Overarching Statement – What success looks like

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region’s economy.

### Outcomes – What economic development, business and employment look like on the ground

#### 5.1 Connections to Opportunity

Newcomers, including international students, are supported to access local employment information, services and networks.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Build a community and workforce that recognises and accommodates the diverse needs of residents, newcomers, migrants, and former refugees.	Work with newcomers and employers to understand their barriers and opportunities for improvement.	Plan developed by December 2025 Implementation from January 2026	Welcoming Communities Business Canterbury	INZ Ethnic Leaders Forum HMCC Employers Community Groups and organisations

#### 5.2 Local knowledge

Newcomers, including international students, are supported with the local knowledge and skills to ensure they can operate successfully in a Kiwi work environment, either as a business owner or an employee.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Support our newcomers to make Ashburton District home	Continue to develop and deliver information that meets the needs of newcomers to live well in the Kiwi work environment.	Ongoing	Welcoming Communities	HMCC Community Groups and Organisations

### 5.3 Local knowledge

As a community, we recognise the value of diversity in the workplace, of newcomers' contribution to the district's growth and of the resulting wider benefits.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to tell the story of the importance of newcomers for our District	Continue to promote, and support others, celebrating newcomers to our District	Ongoing	HMCC Welcoming Communities	Community Groups and Organisations
	Commission research into the value of newcomers to our economy	By October 2025	Welcoming Communities	Council

### 5.4 Workforce Intercultural Competency

Local employers and workforces develop their intercultural competency.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to deliver opportunities for local employers and their staff to build on their intercultural competency.	Work with local employers, Diversity Works and Business Canterbury to develop intercultural competency opportunities	Ongoing	Welcoming Communities Diversity Works Business Canterbury	Local employers Keep Learning MC

## 5.5 Connecting to the business community

Mutually beneficial connections and initiatives are set up with migrant businesspeople by the local business community and professional networks.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Newcomers are included to be a part of the local business community.	Connect with the local business community to identify opportunities for welcoming newcomers to the local business community	Ongoing	Welcoming Communities Business Canterbury	Ethnic Leaders Forum HMCC
	A Diversity Award is included in the next Business of the Year Award	2026	Council ANZ	Welcoming Communities Council

## 6. Civic Engagement and Participation

### Overarching Statement – What success looks like

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.

### Outcomes – What civic engagement and participation look like on the ground

#### 6.1 Promoting participation

The Council’s elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Council is cognisant of including as many people in the community as possible with its communication	Continue to integrate newcomer engagement into local government processes, including elections, engagement and consultation.	Ongoing	Council Welcoming Communities	Community groups and organisations

#### 6.2 Facilitating participation

Newcomers are encouraged and enabled to get involved in local government and civil society.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Work with organisations, institutions and groups, including Council, to explore opportunities for integration of newcomer observer roles on boards and committees.	Meet with local boards and committees to discuss opportunities for facilitation of newcomer observer roles to:  - enable improved understanding of governance roles, responsibilities and processes among newcomers to assist in greater civic	By August 2025	Welcoming Communities	Council Community groups and organisations

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
	participation and awareness. - build awareness of different cultural perspectives among existing board or committee members.			

### 6.3 Celebrating participation

Newcomers' efforts and achievements in civic participation and community life are acknowledged and celebrated.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Consider opportunities to enhance our citizenship ceremonies.	Work with supporting Council staff and community groups to identify and trial additional activities within the scope of citizenship ceremonies and following the event for attendees.	By June 2025	Welcoming Communities Council	Hakatere Marae HMCC

## 7. Welcoming Public Spaces

### Overarching Statement – What success looks like

Newcomers and receiving communities feel welcome in and comfortable using public spaces.

### Outcomes – What civic engagement and participation look like on the ground

#### 7.1 Inclusion by design

The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to develop public spaces and facilities that are culturally inclusive	Work alongside and advise Council teams to maximise opportunities	Ongoing	Welcoming Communities	Council
	Investigate the opportunity for an additional community mural focused on Pasifika	June 2025	Welcoming Communities	Local Schools

#### 7.2 Welcoming Public Spaces

Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of the receiving community.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to develop welcoming public spaces	Work alongside the community and Council to understand opportunities	Ongoing	Welcoming Communities	Council

### 7.3 Shared ownership

Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
<p>Work collaboratively to integrate cultural displays, artwork or signage in public spaces as part of planning and design to reflect and celebrate our community's diversity.</p>	<p>Encourage cultural and community groups, organisations and businesses to reflect and celebrate our heritage and our community's cultural diversity by exploring and leading opportunities with Council and each other to:</p> <ul style="list-style-type: none"> <li>- make use of public spaces for events and displays.</li> <li>- commission artwork for display in public spaces on a long-term or temporary basis;</li> <li>- consider temporary or long-term cultural displays or signage as part of the planning and design of new or existing spaces or for one-off celebratory purposes.</li> </ul>	<p>Ongoing</p>	<p>Welcoming Communities AAGM Local cultural and community groups and leaders, newcomers, organisations and businesses.</p>	<p>Council</p>



## 8. Culture and Identity

### Overarching Statement – What success looks like

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other’s cultures.

### Outcomes – What culture and identity look like on the ground

#### 8.1 Cultural connections

Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the Council and others in the community.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Continue to support the range of local events by promoting the event across the district as an opportunity to showcase, share in and celebrate the district’s cultural diversity.	Show support by encouraging the community, including newcomers and cultural groups to get involved as volunteers where possible. Encourage community attendance through promotional and communication channels.	Ongoing	Organising community group	Welcoming Communities Council
Support integration of cultural components into existing community events to help build community awareness about different cultures, their customs, traditions and celebrations.	Encourage existing community event committees, cultural groups and community organisations to work together to discuss opportunities for potential integration of cultural components, Participation of local cultural groups in event planning and activities.	Ongoing	Welcoming Communities Council	Settlement Working Group members

## 8.2 Connectivity

Newcomers and the receiving community understand what values they each hold dear.

WELCOMING ACTIVITY	KEY ACTIONS	TIMEFRAMES	LEAD ROLES	SUPPORTING ROLES
Celebrate and share cultural occasions with the wider community.	Encourage cultural groups to showcase their own cultures and celebrations (e.g. cultural weeks, festivities, religious celebrations) and invite the wider community to share and celebrate these occasions with them.	Ongoing.	HMCC Welcoming Communities	Settlement Working Group Community groups and organisations
	Where possible provide support to these groups and/or promote their activities across community networks and communication channels.			

## GLOSSARY OF TERMS

TERM	DEFINITION
Civil society	Refers to that part of the society that consists of organisations and institutions that help and look after people their health, and their rights. It does not include the government or family. Civil society in action includes activities like serving on the local school board of trustees or volunteering in the community.
Council	Refers to the Ashburton District Council.
Culture	Culture can be viewed as the customs, arts and social interactions of a nation, people or social group. It may be expressed through language, symbols, beliefs and customs, knowledge, practices and may be celebrated or expressed through art, literature, music, drama, religion and social gatherings for example.
Cultural groups	For the purposes of this plan this reflects a group of people that share factors such as a common ethnicity, ancestry, religion, language, society and culture.
Community	Refers to everyone living and working in a community. It encompasses: the local government Council, Māori organisations, the business sector (e.g. individual businesses, business and sector organisations), cultural and sporting sectors, groups and associations, community and religious organisations, settlement and social services, non-government and not for profit organisations, families and individuals.
Manawhenua	<p>Those who exercise customary authority or Rakatirataka (Chieftainship, decision making rights).</p> <p>Ashburton District falls within the rohe of Ngāi Tahu papatipu rūnanga – Te Rūnanga o Arowhenua, Te Ngāi Tūāhuriri Rūnanga and Te Taumutu Rūnanga. Arowhenua hold the main manawhenua status and responsibility in the Ashburton District, we also recognise that Tūāhuriri and Taumutu papatipu rūnaka also hold a shared interest in the district.</p> <p><i>Hakatere Marae Komiti are based at Hakatere Marae, north of Ashburton. They are a body representing other Māori. By arrangement, and as agreed on case by case basis with Arowhenua rūnaka, the Hakatere Marae Komiti provide support with issues within the Ashburton District.</i></p>
Newcomers	For the purposes of our Welcoming Plan, newcomers refer to recent migrants (up to 5 years in New Zealand), former refugees and international students. It also encapsulates New Zealanders returning from overseas and regional migration.
Ngāi Tahu	Ngāi Tahu or Kāi Tahu are the Māori people of the southern islands of New Zealand – Te Waipounamu – the Greenstone Isle. Ngāi Tahu hold the rangatiratanga or tribal authority to over 80 per cent of the South Island. There are 10 Ngāi Tahu Papatipu Rūnanga or Rūnaka that hold manawhenua status or have a shared interest in the Canterbury region.

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## 16. Naming of Road – Carlisle Estate, Nixon St

Author *Brad Thomson, District Planning Manager*  
Group manager *Ian Hyde, Group Manager Compliance and Development*

### Summary

- The purpose of this report is to name a road to vest in council under subdivision SUB22/0054. This relates to a subdivision to create a residential development on residential C zoned land at Nixon Street, Tinwald

### Recommendation

1. **That** the road to vest in Council as part of subdivision SUB22/0054, located on Nixon Street, Tinwald and known as Carlisle Estate be named Carlisle Place.

### Attachment

**Appendix 1** Road naming application plan

## Background

### The current situation

1. There is a requirement for the applicant to supply proposed names as part of the approval of conditions associated with their subdivision application progression.
2. The subdivision is being undertaken by Carrfields Limited, which is owned by the Carr family. The family has historic ties to Carlisle in the UK and is a continuation of their chosen name for their development, explaining their first choice of name. The applicants have also explained that they have historical ties to other places/castles in Scotland, justifying the second and third choices.

**Preferred name: Carlisle Drive**

**Proposed second choice: Forfar Drive**

**Proposed third choice: Glamis Avenue**

3. Officers have reviewed the requested names and have vetted them as appropriate.
4. It is considered that the preferred name demonstrates a link to the history of the developers and hence the area as expected within the Council's naming policy.
5. The road proposed to be named is a close ended cu-de-sac and the application suggests the use of suffixes "Drive" and "Avenue". The addressing standard used for naming of roads does not allow for the use of these suffixes for closed roads but does provide options for cul-de-sacs.
6. The suffix "Place" is described in the standard as a "short, sometimes narrow, enclosed roadway" and is considered appropriate for this application, this has been communicated to and confirmed with the applicant.

## Options analysis

### Option One – Name the road to vest as Carlisle Place (*Recommended*)

7. Naming the road Carlisle Place would be consistent with the request of the applicant in their application and is considered to be an acceptable solution under the applicable standards.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>- The current unnamed status of the road will be resolved.</li> <li>- The name is the preferred option of the applicant.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>- No disadvantages have been identified.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>- No risks have been identified.</li> </ul>	

**Option Two – Choose one of the alternative options proposed and as amended to comply with addressing standards, being either Glamis or Forfar Place.**

8. The Council maintains full authority to select names at its discretion. The alternative options proposed are considered appropriate names for the proposed road.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>- The current unnamed status of the road will be resolved.</li> <li>- Both alternative names arise from being nominated by the applicant.</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>- No disadvantages have been identified.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>- No risks have been identified.</li> </ul>	

**Option Three – Reject all proposed names.**

9. The Council retains the overall right to choose names for roads and rights of way under its adopted Addressing Policy and may at its discretion refuse to accept any name proposed.

<p><b>Advantages:</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>	<p><b>Disadvantages:</b></p> <ul style="list-style-type: none"> <li>- The current unnamed status of the road will remain unchanged.</li> <li>- Potential delay and confusion for the subdivision development.</li> </ul>
<p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>- Possible reputational risk as there appears to be no obvious reason why the proposed names are inappropriate.</li> </ul>	

## Legal/policy implications

### **Legislation (Statutes & Regulations)**

- The Local Government Act 1974 [Clause 319\(j\)](#) which relates to the powers of councils in respect to roads and includes naming responsibilities.
- Accordingly, there are no statutory implications other than to inform LINZ and other affected stakeholders of the new name.

### **Council Strategies, Plans, Policies, Bylaws**

- Ashburton District Council has adopted a policy on road naming, the relevant sections of this policy can be found [here](#).

## Climate change

10. This road naming report does not have a direct impact on climate change

## Strategic alignment

11. The recommendation relates to Council’s community outcome of Social because of the following

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic		
Environmental		
Cultural	✓	The appropriate naming of roads has benefit to the character of the area and the identity of the District
Social	✓	The naming by the developer acknowledges their history.

## Financial implications

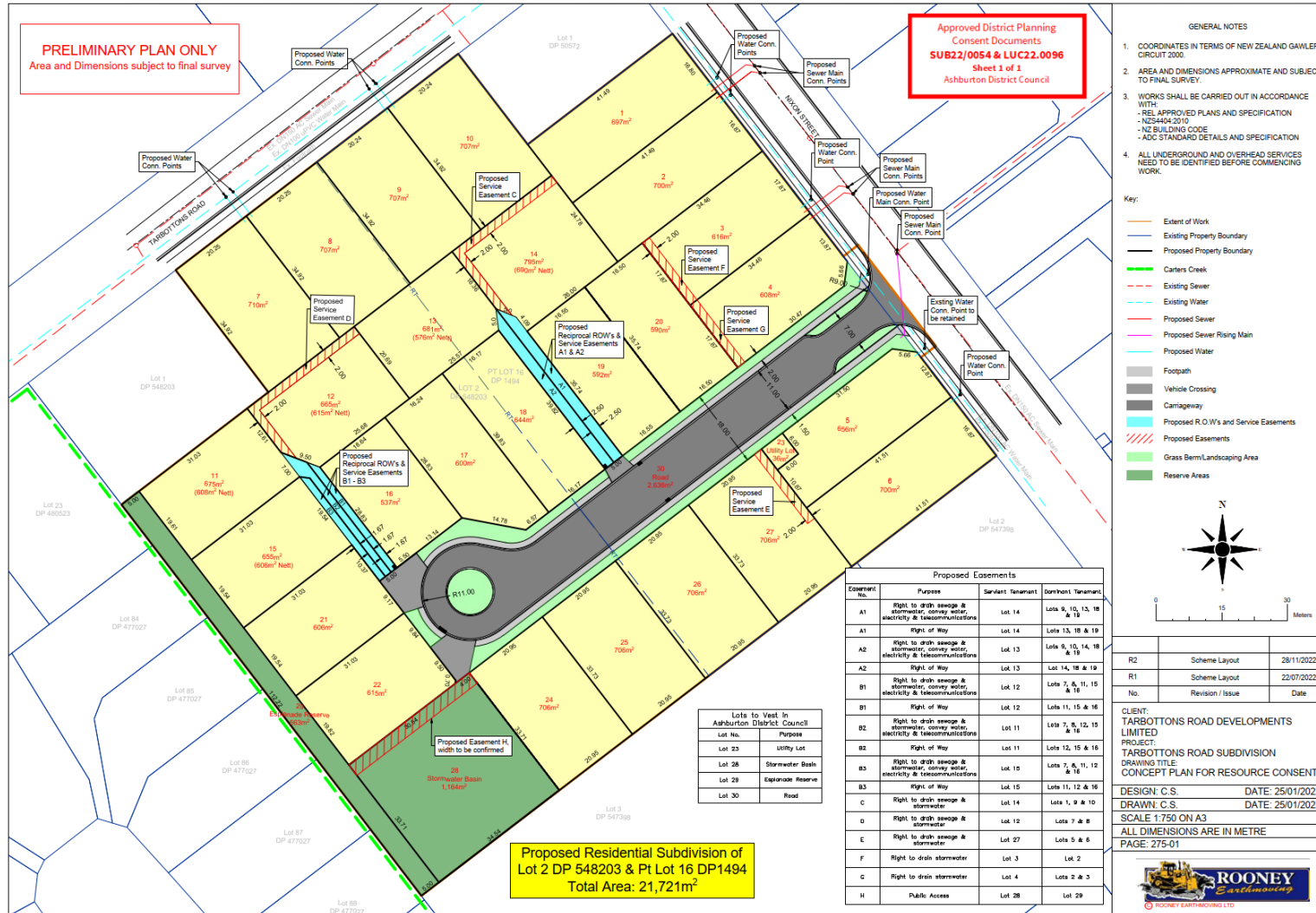
Requirement	Explanation
What is the cost?	N/A
Is there budget available in LTP / AP?	N/A
Where is the funding coming from?	Costs associated with the naming are borne by the applicant/developer.
Are there any future budget implications?	N/A
Reviewed by Finance	Not required.

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	Inform
Rationale for selecting level of engagement	The recommended option will not require any action to be taken. The applicant will be informed of Council's decision following the Council meeting.
Reviewed by Strategy & Policy	Marl Low: Strategy & Policy Manager

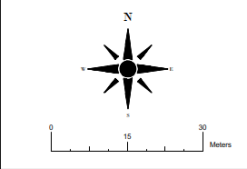


# Appendix one – Road naming application plan



- GENERAL NOTES
- COORDINATES IN TERMS OF NEW ZEALAND GAWLER CIRCUIT 2000.
  - AREA AND DIMENSIONS APPROXIMATE AND SUBJECT TO FINAL SURVEY.
  - WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH:
    - REL APPROVED PLANS AND SPECIFICATION
    - NZS404:2019
    - NZ BUILDING CODE
    - ADC STANDARD DETAILS AND SPECIFICATION
  - ALL UNDERGROUND AND OVERHEAD SERVICES NEED TO BE IDENTIFIED BEFORE COMMENCING WORK.

- Key:
- Extent of Work
  - Existing Property Boundary
  - Proposed Property Boundary
  - Carters Creek
  - Existing Sewer
  - Existing Water
  - Proposed Sewer
  - Proposed Sewer Rising Main
  - Proposed Water
  - Footpath
  - Vehicle Crossing
  - Carriageway
  - Proposed R.O.W's and Service Easements
  - Proposed Easements
  - Grass Berm/Landscaping Area
  - Reserve Areas



Proposed Easements			
Easement No.	Purpose	Servient Tenement	Dominant Tenement
A1	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 14	Lots 9, 10, 13, 18 & 19
A1	Right of Way	Lot 14	Lots 13, 18 & 19
A2	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 13	Lots 9, 10, 14, 18 & 19
A2	Right of Way	Lot 13	Lots 14, 18 & 19
B1	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 12	Lots 7, 8, 11, 15 & 16
B1	Right of Way	Lot 12	Lots 11, 15 & 16
B2	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 11	Lots 7, 8, 12, 15 & 16
B2	Right of Way	Lot 11	Lots 12, 15 & 16
B3	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 15	Lots 7, 8, 11, 12 & 16
B3	Right of Way	Lot 15	Lots 11, 12 & 16
C	Right to drain sewage & stormwater, convey water, electricity & telecommunications	Lot 14	Lots 1, 9 & 10
D	Right to drain sewage & stormwater	Lot 12	Lots 7 & 8
E	Right to drain sewage & stormwater	Lot 27	Lots 5 & 6
F	Right to drain stormwater	Lot 3	Lot 2
G	Right to drain stormwater	Lot 4	Lots 2 & 3
H	Public Access	Lot 28	Lot 29

Lots to Vest in Ashburton District Council	
Lot No.	Purpose
Lot 23	Utility Lot
Lot 28	Stormwater Basin
Lot 29	Esplanade Reserve
Lot 30	Road

Proposed Residential Subdivision of Lot 2 DP 548203 & Pt Lot 16 DP1494 Total Area: 21,721m²

R2	Scheme Layout	28/11/2022
R1	Scheme Layout	22/07/2022
No.	Revision / Issue	Date

CLIENT: TARBOTTONS ROAD DEVELOPMENTS LIMITED  
 PROJECT: TARBOTTONS ROAD SUBDIVISION  
 DRAWING TITLE: CONCEPT PLAN FOR RESOURCE CONSENT

DESIGN: C.S. DATE: 25/01/2022  
 DRAWN: C.S. DATE: 25/01/2022  
 SCALE 1:750 ON A3  
 ALL DIMENSIONS ARE IN METRE  
 PAGE: 275-01

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## ***17. Councillor Reports***

### ***Deputy Mayor Liz McMillan***

#### **17.1 Meetings**

In addition to the usual Council meetings and workshops I have attended the following meetings and events:

##### ***November 2024***

- 7 Nov Pandora media event
- 12 Nov Community Vehicle Trust AGM
- 13 Nov Time Capsule opening
- 14 Nov Ethnic Leaders awards night
- 19 Nov Hokonui radio interview
- 21 Nov Combined Sector meeting – Wellington
- 22 Nov Rural & Provincial - Wellington
- 23 Nov He Waka Tapu Whanau Day and the Jill Newton memorial
- 25 Nov Rural Driver Licencing meeting
- 26 Nov Safer MC Board / Public Transport submission / Bike Skills park meeting
- 28 Nov Transwaste AGM / Methven community plan workshop

##### ***December 2024***

- 1 Dec Methven community plan workshop
- 2 Dec Methven Community Board / MTFJ zoom call
- 3 Dec Road Safety Co-ordinating Committee / Mt Harding catchment collective
- 4 Dec Citizenship ceremony / Methven Care Trust AGM
- 5 Dec Methven Birdsong Initiative meeting
- 7 Dec St Peter's Centre opening / Barrhill Community AGM
- 9 Dec Elderly Persons Housing morning tea
- 11 Dec Mt Hutt College junior prizegivings
- 13 Dec Canterbury Climate Change Plan launch
- 16 Dec Tuia interviews
- 17 Dec Y graduations

## **17.2 Combined Sector meeting**

I attended this meeting in Wellington. There were a number of speakers including Ministers and speakers from Australia giving examples of rate capping.

LGNZ update from Sam Broughton and Susan Freeman-Green. The rates rise toolkit and the 2025 calendar of events are now available on their website.

Minister Simeon Brown spoke on Local Water Done Well and the preference for regional collaboration and explained how the Commerce Commission will be involved. He mentioned changes to the wastewater regulations which could cut costs by 50%, and the need for all councils to participate in regional deals.

Minister Shane Jones spoke about the Fast Track system and affordable energy.

Kieran McNaulty gave an update on Labour's views on Local Water Done Well.

## **17.3 Rural & Provincial**

Minister Mark Mitchell spoke on Emergency Management. There have been eight events in the last 12 months and an increase by a third of all weather events year on year.

Minister Mark Patterson talked about the need to drive economic growth in the regions and is keen to invest in water storage and irrigation.

Other updates about Local Water Done Well were provided by DIA, Taumata Arowai, and the Commerce Commission.

## 18. Mayor's Report

### 18.1 Chris Allen

It is with sadness we acknowledge the recent passing of Chris Allen. Chris was a tireless advocate in the farming sector through his work with Federated Farmers, the Ashburton Water Zone Committee and the number of other community groups he was involved in. He will be missed by many, and our thoughts are with his family at this time.

### 18.2 Meetings

- **Mayoral calendar**

#### November 2024

- 21 November: Combined Sector meeting, Wellington with Deputy Mayor Liz McMillan and CE Hamish Riach
- 23 November: Unveiling of commemorative seat for Jill Newton with Deputy Mayor Liz McMillan
- 23 November: Ashburton Volunteer Fire Brigade 150<sup>th</sup> anniversary celebrations
- 25 November: Regional Public Transport Plan Hearings
- 25 November: Economic Priorities Business Canterbury workshop with CE Hamish Riach
- 26 November: Regional Public Transport plan hearings
- 26 November: LGNZ – Electoral reform and the future of local democracy
- 27 November: Thought Leadership breakfast
- 27 November: CE Recruitment process workshop
- 27 November: Kai for Kids morning tea with available Councillors and CE Hamish Riach
- 27 November: Official opening of FMG's new office
- 27 November: Audit & Risk
- 27 November: Activity Briefings
- 27 November: Industry Training graduation ceremony
- 28 November: Civil Defence Emergency Management Joint committee with Labour MPs
- 28 November: Civil Defence Emergency Management meeting
- 28 November: Retirement dinner for Transwaste CE Gill Cox
- 29 November: Canterbury Mayoral Forum
- 30 November: Light up the Night

#### December 2024

- 2 December: District Christmas card competition winners' presentation
- 3 December: Hokonui radio interview
- 3 December: Ashburton District Road Safety Co-ordinating Committee
- 3 December: Craig Pauling, Environment Canterbury Chair, with CE Hamish Riach

- 3 December: RDR and HHWET Environment Canterbury hearing with CE Hamish Riach
- 4 December: Citizenship Ceremony
- 4 December: Council Meeting
- 5 December: Insurance workshop
- 5 December Stockwater Transition Working Group
- 5 December: Three Waters Committee
- 10 December: Mid Canterbury Vision – Next Steps
- 10 December: Friendship Lane elderly persons housing development project site visit, along with available Councillors
- 10 December: Light up the EA Networks Christmas tree with Deputy Mayor Liz McMillan, Councillors Carolyn Cameron and Phill Hooper
- 10 December: Visit to the Y Ashburton with Deputy Mayor Liz McMillan
- 10 December: Kainga Ora, official opening of Dobson Street housing development along with Deputy Mayor Liz McMillan, Councillors Carolyn Cameron, Phill Hooper, Lynette Lovett and CE Hamish Riach
- 10 December: Environment Canterbury Zone Committee follow up with Hamish Riach
- 10 December: Advance Ashburton donors’ function
- 12 December: Electoral reform submission workshop
- 12 December: Property workshop
- 12 December: Community Road Reference group
- 13 December: Launch of Canterbury Climate Partnership Plan
- 16 December: TUIA candidate interviews along with Deputy Mayor Liz McMillan
- 16 December: Advance Ashburton District Council
- 17 December: Hokonui radio interview
- 17 December: RDR meeting
- 17 December: Farewell for MHV CE Mel Brooks
- 18 December: Roading workshop
- 18 December: Council meeting

### **Recommendation**

<p><b>That</b> Council receives the Mayor’s report.</p>
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Neil Brown  
**Mayor**