



Council Workshop

AGENDA

Notice of Workshop Te Pānui o te Hui:

A Council Workshop will be held on:

Date: Tuesday 19 August 2025
Time: 9.30 am – 1.15 pm
Venue: HR Training Room, Level 1, Civic Offices,
53 Hereford Street, Christchurch
Open session will be recorded and published online
<https://councillive.ccc.govt.nz/meeting-calendar/>

Membership Ngā Mema

Chairperson	Mayor Phil Mauger
Deputy Chairperson	Deputy Mayor Pauline Cotter
Members	Councillor Kelly Barber
	Councillor Melanie Coker
	Councillor Celeste Donovan
	Councillor Tyrone Fields
	Councillor James Gough
	Councillor Tyla Harrison-Hunt
	Councillor Victoria Henstock
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Jake McLellan
	Councillor Andrei Moore
	Councillor Mark Peters
	Councillor Tim Scandrett
	Councillor Sara Templeton

15 August 2025

Principal Advisor

Mary Richardson

Chief Executive

Tel: 941 8999

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There will be no public admittance into the meeting room. The open session will be recorded and published online.

Note: This forum has no decision-making powers and is purely for information sharing.

To find upcoming meetings, watch a recording after the meeting date, or view copies of meeting Agendas and Notes, go to:

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



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9.30 am – 10.00 am

Presenter: Tracey Weston, Head of Regulatory Compliance. FENZ will also be in attendance.

3. Regulatory Compliance Unit Update	7
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10.00 am – 10.30 am

Presenter: Tracey Weston, Head of Regulatory Compliance

Break: 10.30 am – 10.45 am

4. Civic Building Update	23
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11.30 am – 12.00 pm

Presenter: Bruce Rendall, Head of Facilities and Properties

5. Items Closed to the Public	24
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1. Apologies Ngā Whakapāha

Apologies will be recorded at the meeting.

2. Dangerous and Derelict Buildings

Reference Te Tohutoro: 25/1259254

Presenter(s) Te Kaipāhō: Tracey Weston Head of Regulatory Compliance

1. Detail Te Whakamahuki

Purpose and Origin	<ul style="list-style-type: none">The purpose of this session is to provide information relating to what compliance options is available for dangerous, insanitary, and derelict buildings.This briefing was requested when Council were briefed on derelict buildings as part of the annual plan process in April 2024.
Timing	This information session is expected to last for 30 minutes.
Outcome Sought	That council receives the information provided by Regulatory Compliance Unit.
Next Steps	Any questions raised during the presentation of this item that are not answered on the day will be responded to via email as soon as possible after the presentation.

Attachments Ngā Tāpirihanga

There are no attachments to this coversheet.

Signatories Ngā Kaiwaitohu

Authors	Andrea McMurray - Personal Assistant Tracey Weston - Head of Regulatory Compliance
Approved By	Tracey Weston - Head of Regulatory Compliance John Higgins - General Manager Strategy, Planning & Regulatory Services

Tracey Weston,

3. Regulatory Compliance Unit Update

Reference Te Tohutoro: 25/1154529

Presenter(s) Te Kaipāhō: Tracey Weston, Head of Regulatory Compliance



Item 3

1. Detail Te Whakamahuki

Purpose and Origin	<ul style="list-style-type: none">The purpose of this information session report is to update the Council on the key activities, complaint volumes, and trends relating to the regulatory activities that the Regulatory Compliance Unit have undertaken from January to June 2025.The attached report was compiled by staff in Regulatory Compliance Unit.
Timing	1. This information session is expected to last for 30 minutes.
Outcome Sought	2. That the Council receives the information provided in the Regulatory Compliance Unit Update (January 2025 – June 2025).
Next Steps	3. The next Regulatory Compliance Unit 6 monthly update will be scheduled after the local body elections. 4. Any questions raised during the presentation of this item that are not answered on the day will be responded to via email as soon as possible after the presentation. 5. Requested reporting changes will be implemented from the next reporting period.

1.

Attachments Ngā Tāpirihanga

2. No.	3. Title	4. Reference	5. Page
6. A 	7. Memo to Council from Regulatory Compliance Unit Report	8. 25/1546567	9. 8
10. B 	11. Regulatory Compliance Unit Report 12 August 2025	12. 25/1549189	13. 11

Signatories Ngā Kaiwaitohu

Authors	Andrea McMurray - Personal Assistant Tracey Weston - Head of Regulatory Compliance
Approved By	Tracey Weston - Head of Regulatory Compliance John Higgins - General Manager Strategy, Planning & Regulatory Services

Regulatory Compliance Memo

Date: 12 August 2025

From: Tracey Weston, Head of Regulatory Compliance, Strategy, Planning and Regulatory

To: Mayor and Elected Members

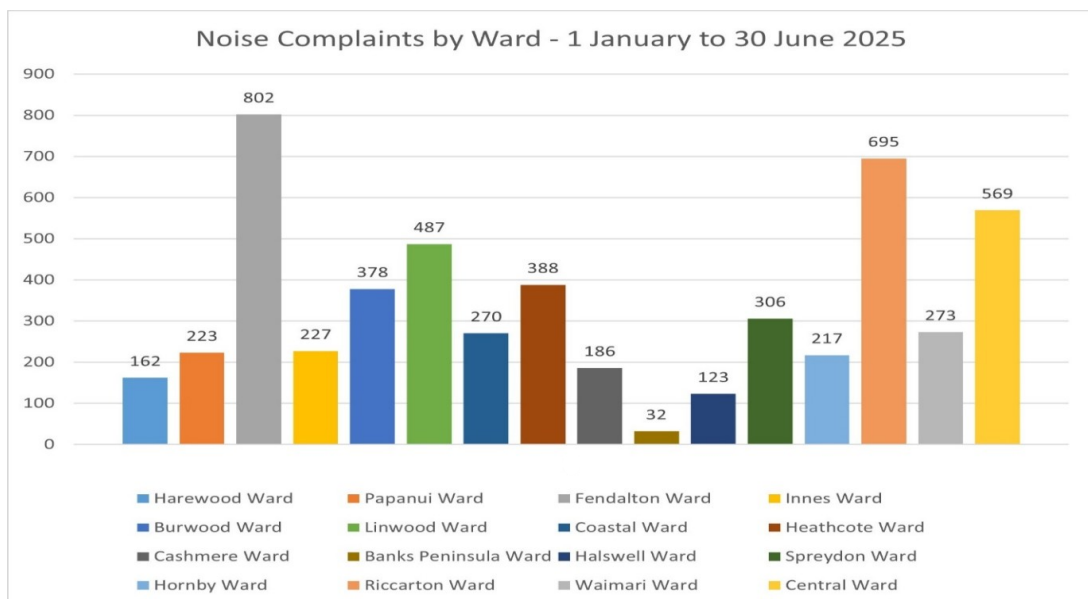
Information request – Regulatory Compliance Unit update, 5 February 2025 Council Report

It was requested at the council meeting on the 5 February 2025 that the Regulatory Compliance Unit provide the following information in the next Regulatory Compliance Unit Update:

- A breakdown of noise complaints by location.
- Further information on the November 2024 food poisoning outbreak investigation.
- In relation to environmental health complaints (6.11 of the report), further information on the trends, how many complaints relate to the same property, and any geospatial data available.

1. Breakdown of noise complaints by location

The noise complaint summary below is a breakdown of noise complaints by suburb which have then been linked to Electoral Ward boundaries.



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2. Food Poisoning– Canterbury University

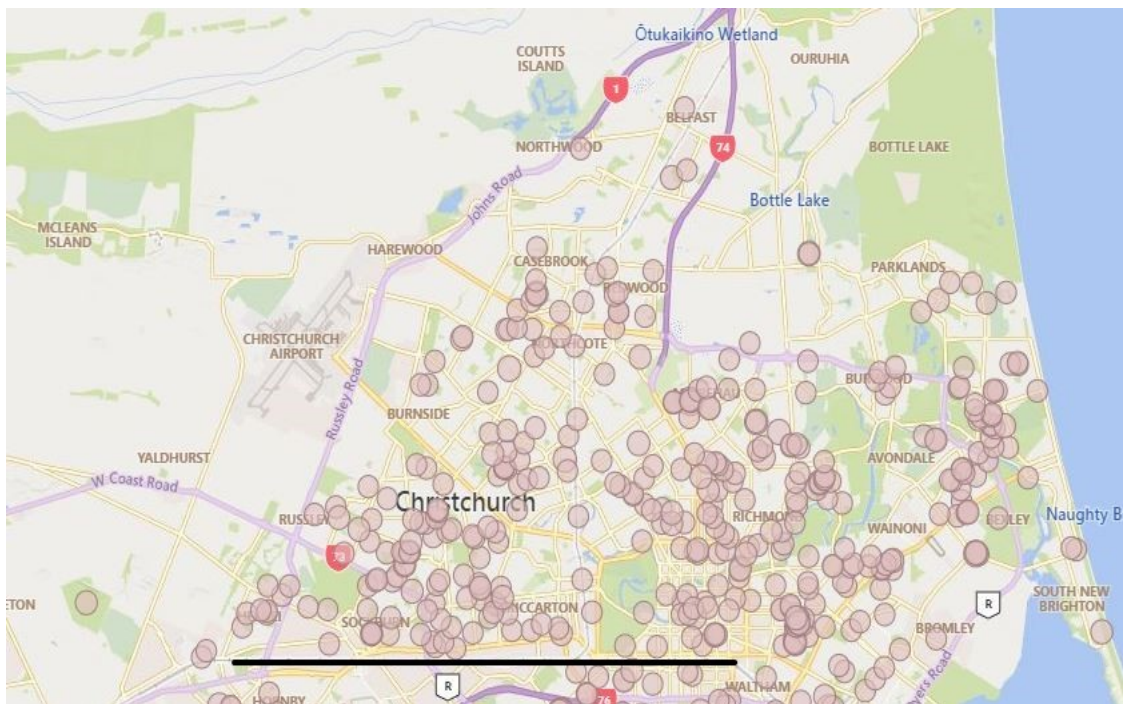
2.1 The investigation by MPI into the food poisoning episode at the University of Canterbury in November 2024 is ongoing. No further details can be disclosed at this time. However, further news is anticipated to be made public by MPI soon. Council is continuing to carry out its verification/inspection obligations as the Registration Authority and will ensure these are conducted in a timely manner.

3. Geospatial Reporting for Noise Complaints

Due to the current reporting structure, we were unable to provide trend information on how many complaints relate to the same property. However, I hope you find this geospatial data informative.

The data indicates that areas with larger concentrations of rental accommodation have correspondingly higher volumes of noise complaints.

3.1 Geospatial Map Northwest – Noise Complaints (Reporting Period 1 January to 30 June 2025)

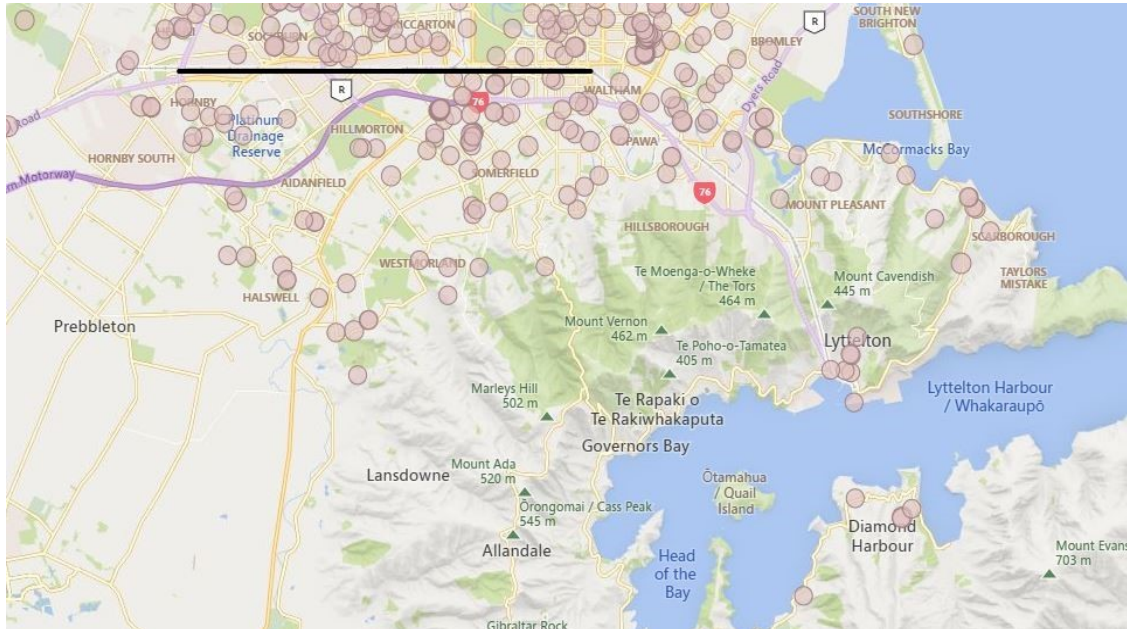


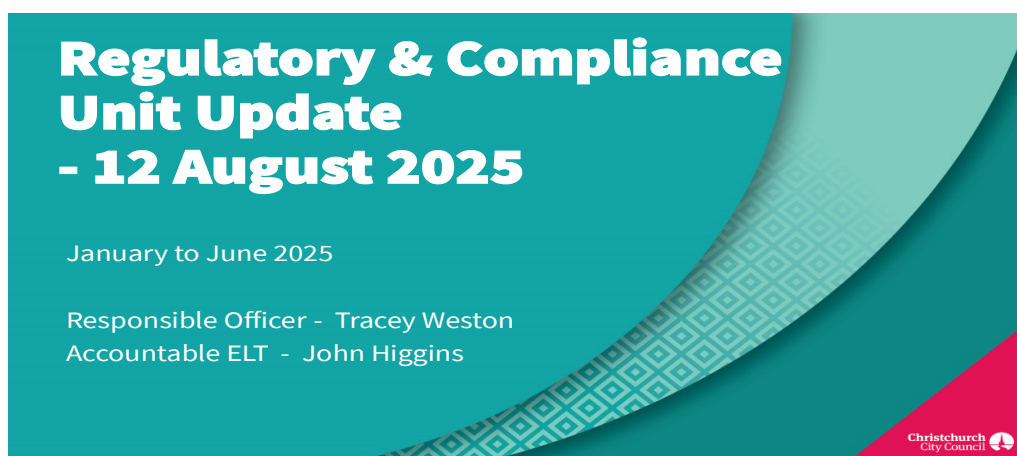
In the case of the Riccarton/Ilam area, the high number of complaints can be attributed to rental properties occupied by student tenants.

We work closely with the Universities (Canterbury and Lincoln), the University Student Associations and the Police to both educate and address noise issues in this area.

When significant issues are identified, the universities are advised, and they in turn request that the Police Liaison Officer for the area visit the identified properties. The matter can also be escalated to the appropriate University Proctor and disciplinary action may follow.

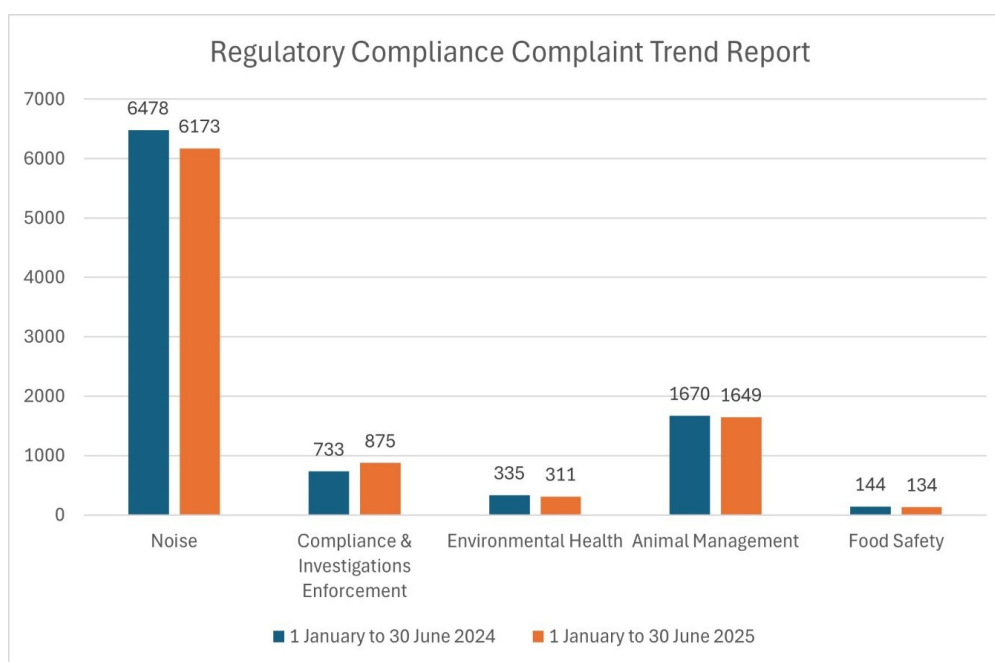
3.2 Geospatial Map Encompassing Banks Peninsula – Noise Complaints





1. Complaints Received

Across all the Unit's compliance activities, the trend of complaints received have remained at a relatively steady volume compared to the same period for the previous year.

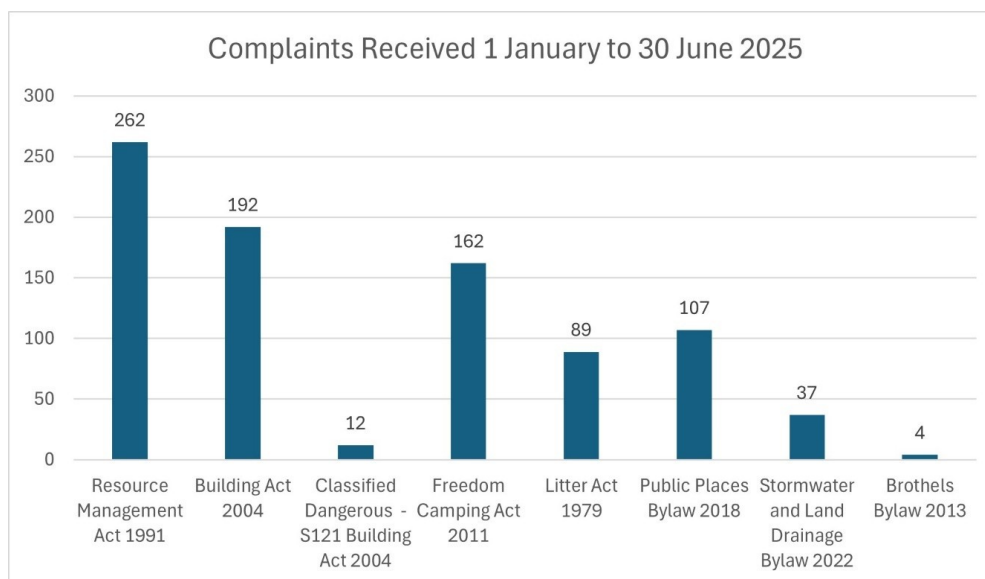


2. Compliance and Investigations

Complaint Summary

- 2.1. For the reporting period from 1 January to 30 June 2025, 834 complaints were received across the variety of legislative matters. A breakdown of these complaint types is provided below.

Of the 43 dangerous building complaints received, 12 were classified dangerous in accordance with Section 121 of the Building Act 2004.



Freedom Camping

- 2.2. Freedom Camping monitoring comprises of both proactive and reactive monitoring throughout the season, with the proactive monitoring period commencing from Labour weekend through to 30 April annually. Outside of this period, reactionary monitoring occurs addressing matters as they are reported to Council and Officers monitor areas when undertaking other site inspections nearby.

Observations of the season

- 2.3. There was a strong emphasis on education this year specifically relating to restrictions that apply to overnight stays, and how activities such as daytime parking or picnicking in a vehicle suitable for freedom camping are not Freedom Camping legislation breaches, until they sleep in the vehicle. Day tripping, picnicking and parking in a vehicle suitable for freedom camping is permissible.
- 2.4. New Brighton was a popular destination for Freedom Camping this year, which created parking and noise challenges for residents. As a result, the Chief Executive exercised her powers to introduce Freedom Camping parking restrictions to several carparking spaces at Broad Park with an aim to reduce nighttime disturbances for residents.

Signage Campaign

- 2.5. Historically, our approach to signage compliance has combined reactive and proactive responses, with two campaigns held each year. Due to the recent rise in signage complaints across the city, we will now increase these campaigns to four annually with an aim to improve compliance.

Through this initiative and proactive education programme, we expect to see fewer non-compliant signage across the city.

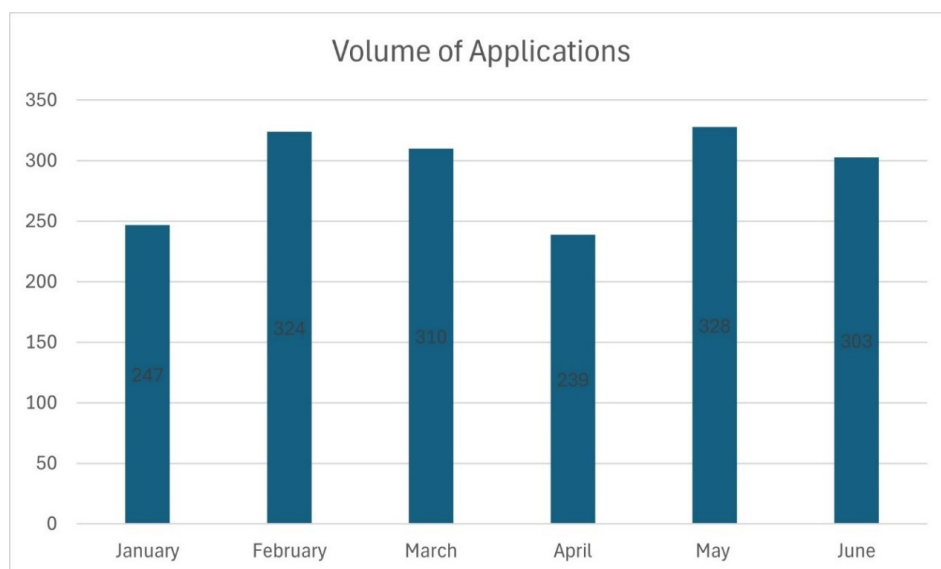
Non-compliant sign seizures due to compliance campaigns

- 13 June 2024, 38 signs removed.
- 10 September 2024, 75 signs removed
- 4 March 2025, 32 signs removed.

3. Alcohol Licensing

Snapshot of current Alcohol licenced activities across Christchurch City and Banks Peninsula

- 3.1. There are currently 1121 licensed premises in Christchurch, including On, Off and Club Licences.
- 3.2. 1007 New and Renewal Duty Manager applications have been accepted.
- 3.3. There are currently 117 licensed premises that are classified as either high or very high risk. Each of these premises are visited annually. Of those 117 premises, 100% were inspected across the financial year, with no non-compliances noted.
- 3.4. Of the 117 licenced premises 37 have been identified as operational high-risk by Police, Community Public Health, and Christchurch City Council Licensing as requiring two visits per year. Factors determining high risk include but not limited to location, environment, hours of operation, incidents complaints and criminal offending.
- 3.5. The graph below demonstrates the volume of applications (1751) received for processing and approval during the reporting period.



Hearings

3.6. From 1 January 2025, Alcohol Licensing Inspectors have appeared at the following District Licensing Committee Hearings relating to the following licensed premises:

- Bottle O Central City - New Licence declined pending appeal
- Super Liquor Seaside - Licence renewed with conditions
- Super Liquor New Brighton - Licence renewed with conditions
- Thirsty Liquor Victoria Street - Still awaiting DLC decision
- Madz Drink n Dine - Licence renewal declined pending appeal
- Oceans Seafood - Declined
- Two Thumb Brewing Redcliffs - Granted
- Electric Ave - Decision was that 2 drink serves should be the maximum, and
- Big Daddys Brougham Street – Licence granted.
All of the agencies have appealed this decision to the Alcohol Regulatory Licensing Authority (ARLA). Hearing date yet to be advised.
- The Bottle O Templeton – Hearing pending.
- Sip. Wine Spot – Hearing pending

Current Community Concerns

- 3.7. The main area of concern continues to be Off Licence premises namely, bottle stores seeking renewal of their alcohol licence.
- 3.8. A majority of public objections received relate to bottle stores in high deprivation areas and those that sell single cans of high strength beer under \$6.00.
- 3.9. Delivery times for those that hold a Remote Sales Licence is also an area of concern for members of the community.

Initiatives

- 3.10. It is planned to reinstate the Christchurch Tri-Agency Newsletter that was last published in 2021. This newsletter is sent out to all Christchurch Licensees and the Hospitality sector giving them a wide range of information in relation to the Sale and Supply of Alcohol Act 2012.
- 3.11. Facilitated meetings will recommence in the coming year with invited licensees, where Tri Agencies (as well as Fire Emergency New Zealand (FENZ)) will give presentations reminding them of their obligations and required undertakings under Sale and Supply of Alcohol Act 2012.

Tri Agencies

- 3.12. Members of the Tri Agencies (Police, Community Public Health and the Christchurch City Council Alcohol Licensing Team), continue to meet on a fortnightly basis. This is a legislative requirement. Within the Tri Agency meetings other organisation are also often represented. Organisations such as FENZ, Immigration New Zealand and Internal Affairs. The Tri Agencies partners work closely together to review alcohol licence applications and often work together when dealing with any complaints that arise.

Monitoring visits

- 3.13. For this reporting period there were 407 monitoring visits of licensed premises carried out by Alcohol Licensing staff.

Other

- 3.14. A small number of licensed premises have allowed their alcohol licenses to expire. Although there is no legislative requirement to do so the Alcohol Licensing Team send out two or three reminders advising the premises of the pending alcohol licence expiry.
- 3.15. In addition to regular reminders, the Chief Alcohol Licensing Inspector now receives a monthly list of premises with licences due to expire. The Inspector then contacts these licensees directly, by phone and/or email to advise them of the upcoming licence expiry.

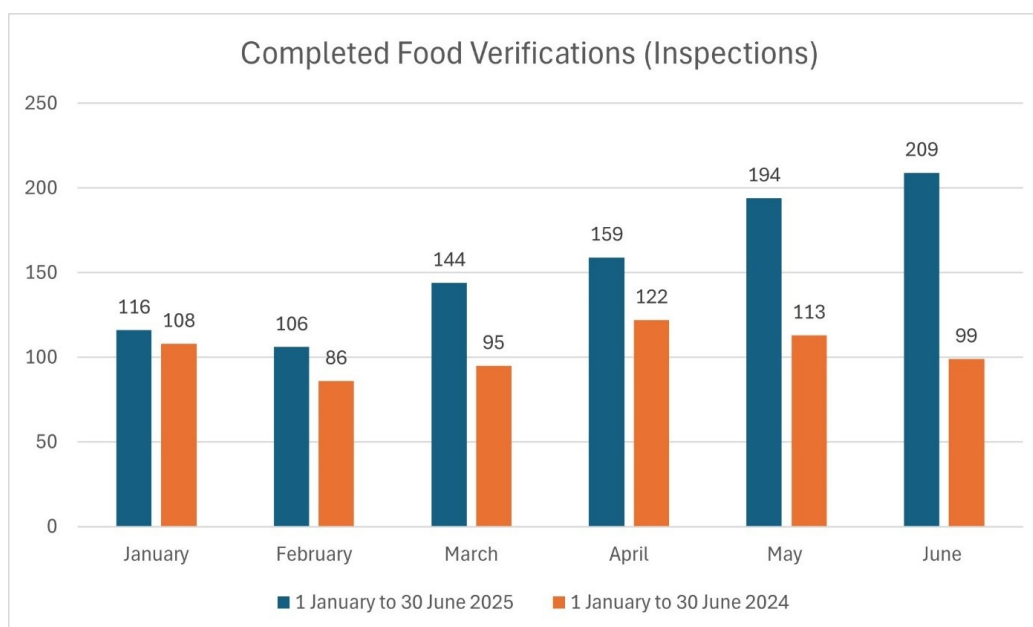
Special Event Monitoring

- 3.16. During January and February 2025, the Alcohol Licensing team monitored three special events. Two licensing inspectors attended these events to ensure that no alcohol harm related matters arose. These events included
- Fisher + Support Acts, Hagley Park,
 - Great Kiwi Beer Festival, Hagley Park, and
 - Electric Ave Music Festival (two days), Hagley Park

4. Food Safety and Environmental Health

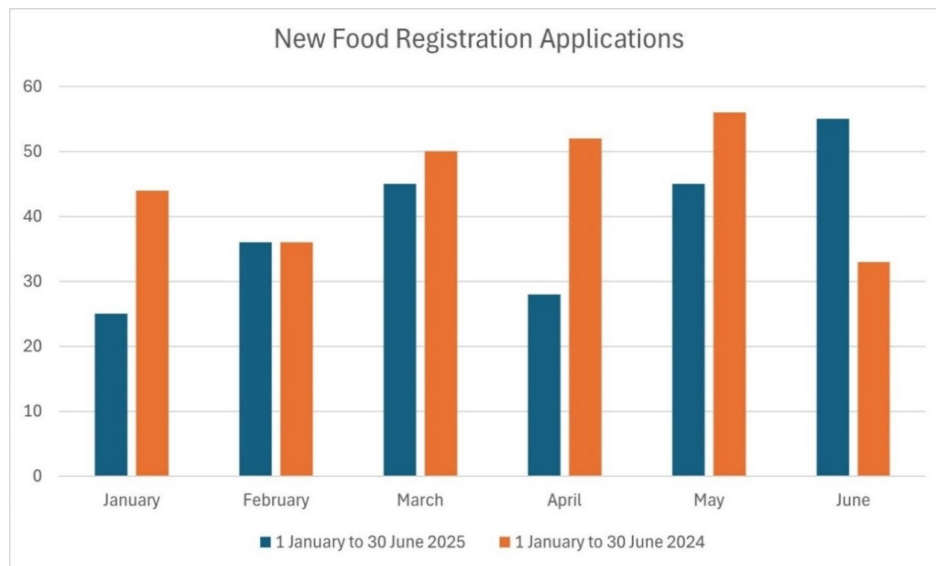
Food Verification

- 4.1. Food Verifications conducted have increased 49% compared to the same period for the previous year. This is due to an increase in suitably trained staff and the efforts of a third-party contractor who carried out additional verifications between February and June 2025.



Food Safety Applications

- 4.2. There has been a decrease of 14% of new food registrations received for this reporting period.

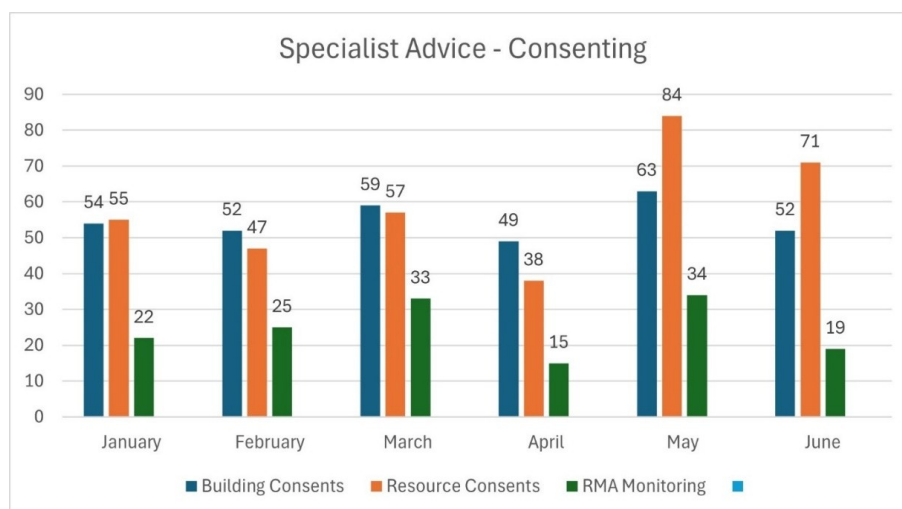


Noticeable Events

- 4.3. Between February and June 2025, a third-party contractor assisted Council by carrying out 118 food business verifications. Alongside the efforts of the food safety team, this has led to a significant reduction in the number of overdue visits and progress towards achieving the KPI.

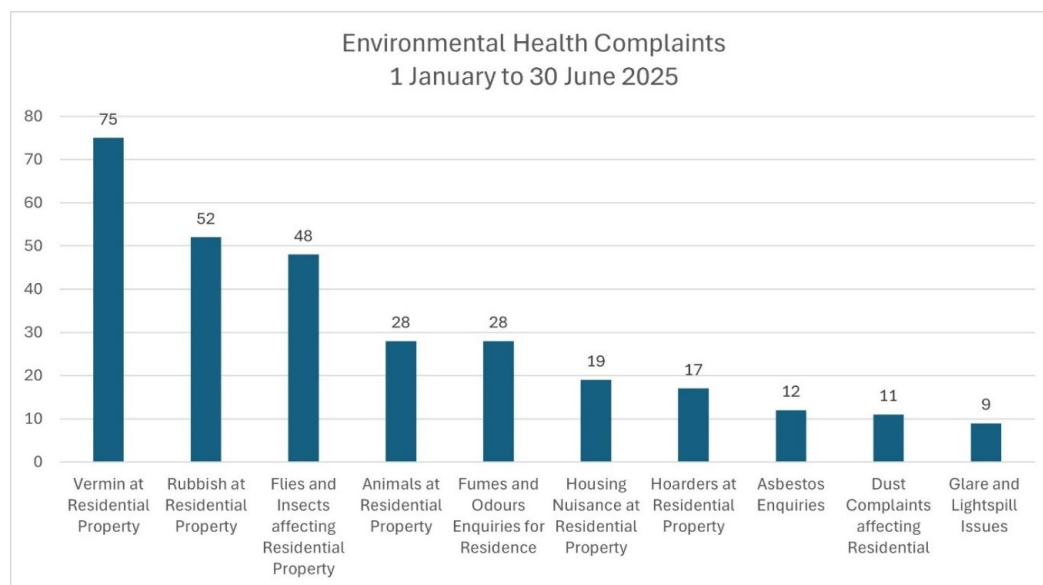
Specialist Advice - Consenting

- 4.4. The team provide specialist input for resource and building consent applications when necessary. The demand for this advice is variable and correlates with incoming resource and building consent applications. We monitor and confirm compliance with public health related resource consent conditions.

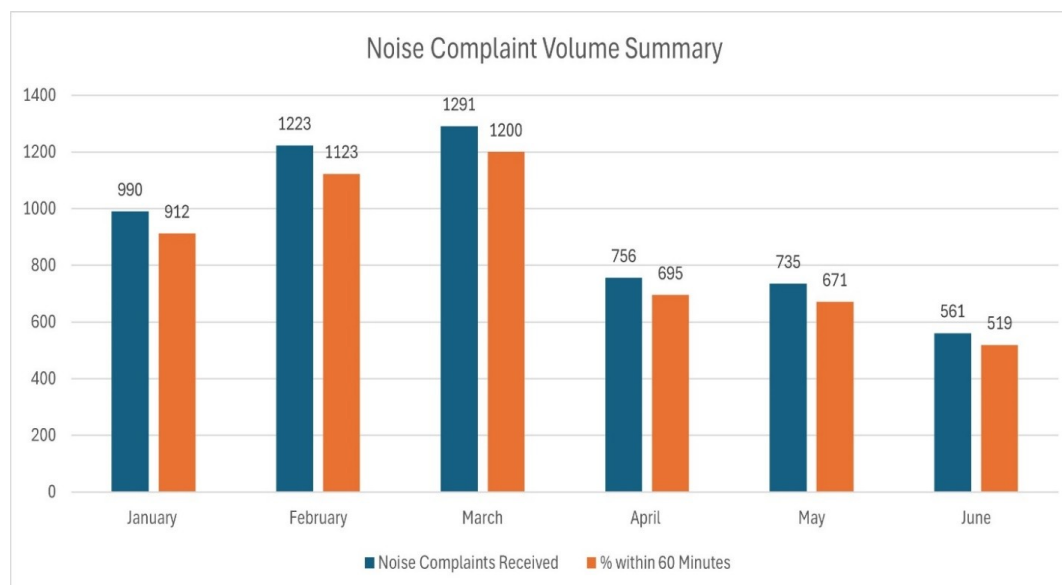


Environmental Health Complaint Summary

- 4.5. The top ten types of complaints received for Environmental health related nuisances is provided below. However, this does not reflect the full range of complaints received by the team. Other miscellaneous complaints not reported related to the lesser volume complaints such as – hazardous substance (4) and contaminated site enquiries (1). There was a total of 12 in this category.



Noise Complaint Summary

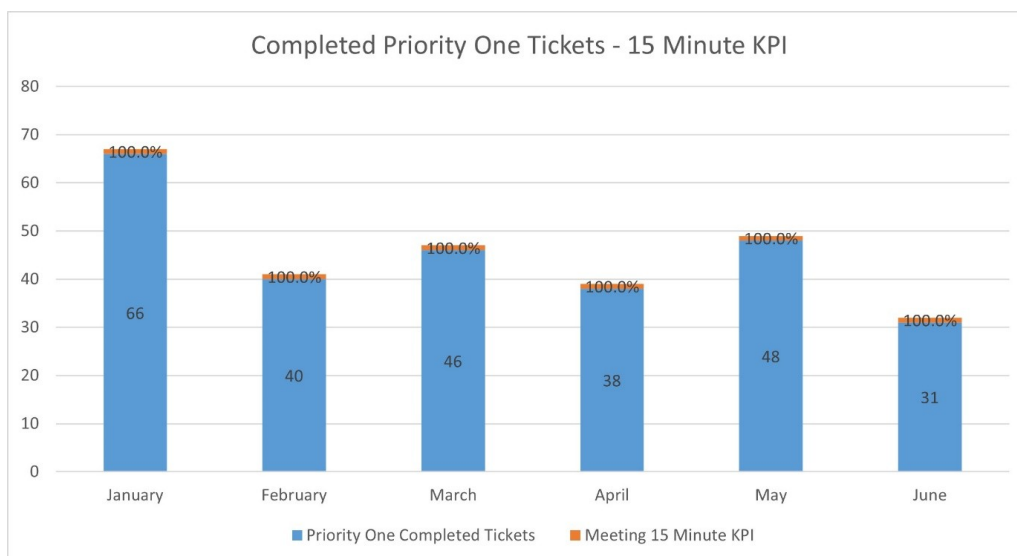


Overall year end performance of this KPI was significantly higher due to the concerted efforts of Councils afterhours contractor. This year we achieved 97%.

5. Animal Management

Complaint Volume Summary by Complaint Type

- 5.1. For the reporting period 1 January to 30 June 2025, there were 1305 priority one complaints, and 3,503 priority two complaints received. The graph below demonstrates the number of Priority one complaints that were received and attended to within 15 minutes.
- 5.2. Priority classifications are broken down to the following categories:
- **Priority One**
Dog attacks on people, animals and wandering stock. Found dogs are also priorities, however, are not a KPI measure associated with public safety.
 - **Priority Two**
Barking dogs, dog fouling, dog rushing on own property, dog welfare, lost dog, unregistered dog and wandering dogs.



Dangerous and Menacing Dog Classification

- 5.3. There were 19 dogs classified Menacing by Deed pursuant to Section 33a of the Dog Control Act 1996 and two dogs were classified Dangerous pursuant to Section 31 of the Dog Control Act 1996.

Seasonal Compliance Activities

- 5.4. During the summer period regular patrols of the beach prohibited areas occurred. For the reporting period there were 28 complaints relating to dogs being in prohibited areas and/or not being leashed in a leashed area.

Campaigns – Dogs Smart and Dog Safe

- 5.5. As part of our education focus towards compliance, the team conduct both DogSmart and Dog Safe education programmes to schools and for workplace employee training. 17 education talks were carried out during this reporting period.

Shelter Services

5.6. From 1 January to 30 June 2025 the following activities were conducted associated with Shelter Services.

- Found Dogs – 939 dogs were found and 688 returned to their owner.
- Impounded Dogs – 251 dogs were impounded.
- Rehomed Dogs – 20 dogs were successfully rehomed.
- Euthanised Dogs – 9 dogs were unable to be rehomed and were euthanised.

6. Prosecution and Enforcement Summary

- 6.1. When breaches and non-compliant activities are identified, the Unit will respond in a way that is consistent with, and proportionate to, the overall circumstances of the breach / non-compliance.
- 6.2. The Unit's enforcement responses follow a model of voluntary, assisted, directed or enforced compliance (VADE). This model is based on recognised behaviours that guide the delivery of the appropriate intervention.
- 6.3. The VADE model recognises that most people and businesses are willing to voluntarily comply with their regulatory obligations or can be encouraged to do so. Enforcement responses escalate depending on the seriousness of the conduct, extent of the harm and public interest factors.
- 6.4. Below is a summary of the escalated enforcement actions that have occurred over the reporting period.

Building Act, Resource Management Act, Freedom Camping Act and Bylaw Enforcement

- 6.5. The total number of infringements issued pertaining to the Building Act, Resource Management Act and Bylaws have declined for this reporting period compared to the same period for previous years. This is due to an observed increase in voluntary and assisted compliance relating specifically to Freedom Camping due to the evening education patrols that were occurring in and around prohibited areas.
- 27 Freedom Camping Infringements were issued under the Freedom Camping Act, predominately for using a motor vehicle that is not self-contained or for freedom camping in a local authority area in breach of any prohibition or restriction in a bylaw.
 - 32 Infringements were issued for failing to comply with the Building Act and Resource Management Act.
 - There have been 3 Abatement notices issued for failing to comply with the Resource Management Act 1991
 - There is currently one prosecution pending relating to building work that was completed without a resource or building consent.

Noise Control (Resource Management Act) and Health Act

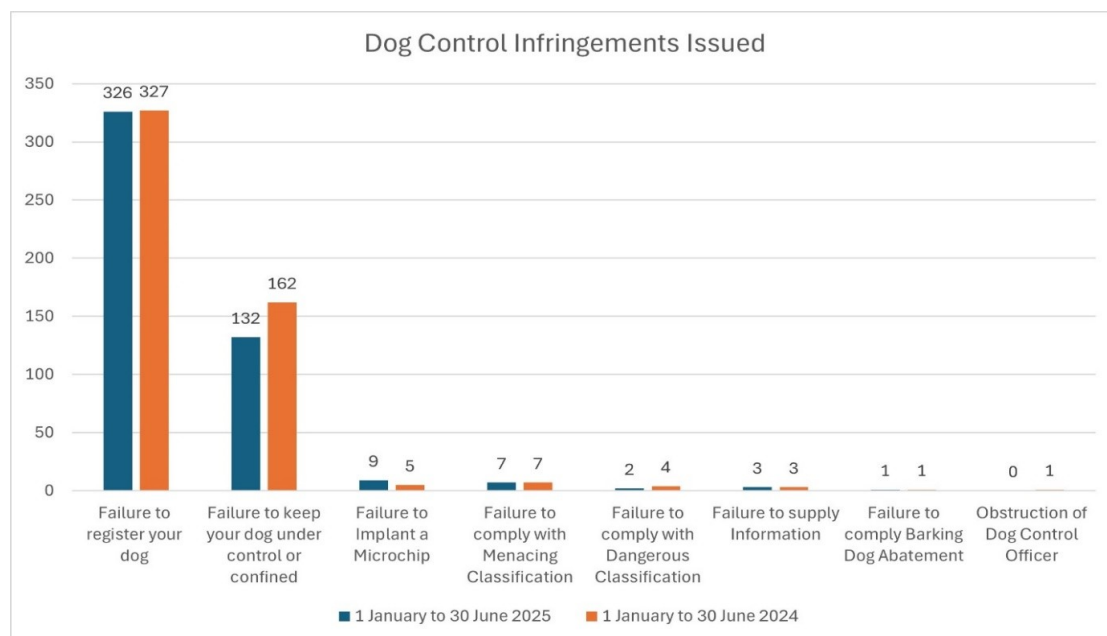
- 989 Excessive Noise directions were served via Council Contractor and staff combined.
- Noise Equipment Seizures – 54 noise equipment seizures
- Insanitary Building Notice – 1 Building Notice was issued due to moisture ingress.

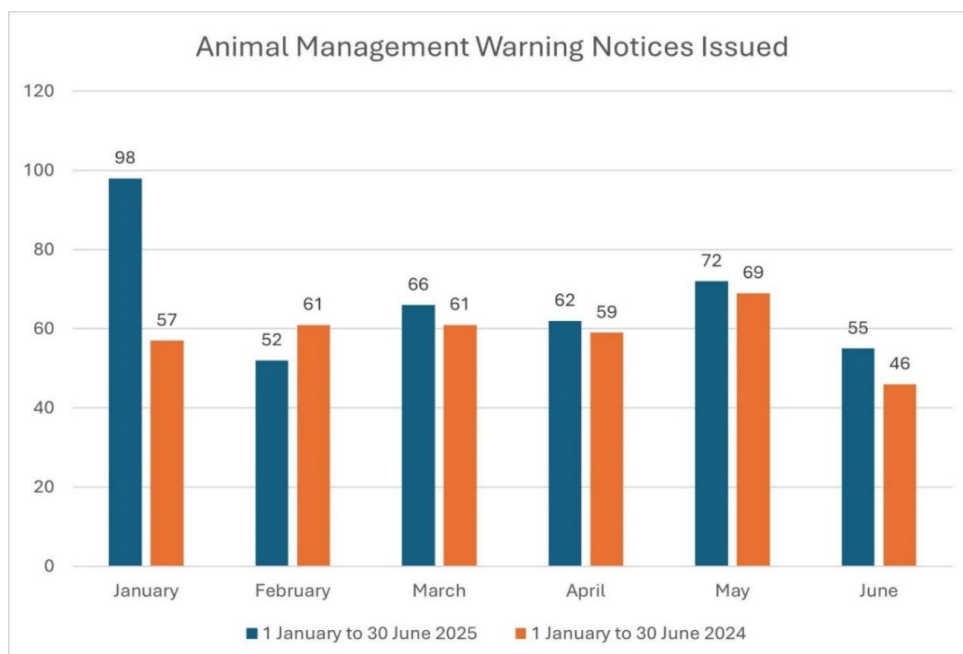
Food Act

- One infringement was issued for trading without a registration
- Three Direction Notices were issued requiring urgent action and/or temporarily prohibiting the sale of food. Both notices were complied with and the issues ultimately resolved requiring no further action.
- Six Improvement Notices were issued requiring a food business to make improvements to food safety practices and/or address repeated non-compliance.
- Ten advisory notices were issued to food businesses, seeking to record and address minor non-compliances.

Dog Control Act

- One dog attack prosecution was concluded during this reporting period, and one dog attack pending prosecution.
- Warning notices and infringements are issued to dog owners' who are found to be in breach of the following:
 - Failure to keep their dog(s) under effective control
 - Failure to register their dog
 - Failure to microchip their dog
 - Failure to comply with menacing classification
 - Failure to comply with dangerous classification
 - Failure to supply information
 - Failure to comply with barking abatement notice
 - Obstruction of a Dog Control Officer
 - Failure to comply barking dog abatement notice.

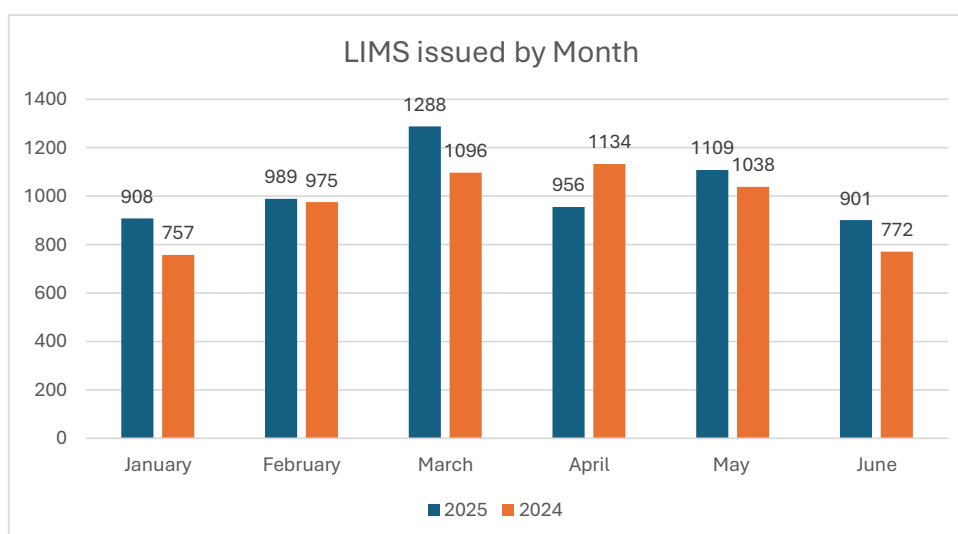


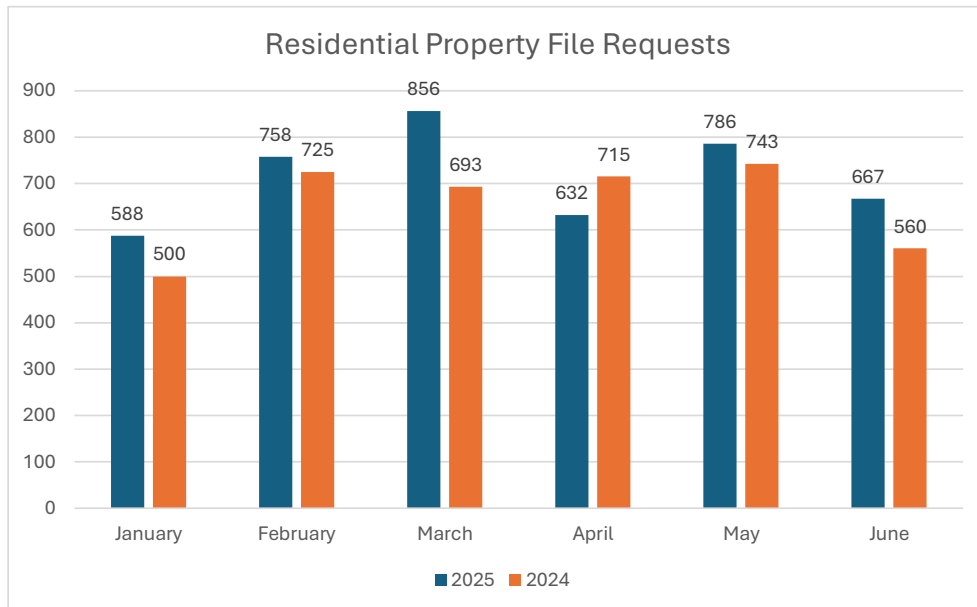


7. LIM Document and Property Information

Summary of Observations

- 7.1. Over the last six months, LIM requests have remained steady with continued increase compared to the previous year, with an exception in April where we saw a significant decrease which we believe was a result of public holidays. The property market remains strong.
- 7.2. The current trend in numbers gives no indication that there is going to be a decrease and this is now the new 'norm'.





4. Civic Building Update

Reference Te Tohutoro: 25/1460649

Presenter(s) Te Kaipāhō: Bruce Rendall, Head of Facilities and Properties

1. Detail Te Whakamahuki

Purpose and Origin of the Workshop	<ul style="list-style-type: none">This is an update on progress with the seismic strengthening project for Te Hononga / the Civic Building <p>1.</p>
Timing	<p>2. This workshop is expected to last for 15 minutes.</p>
Outcome Sought	<p>3. By the end of the workshop, Councillors will have awareness of the current status of this project.</p> <p>4.</p>
ELT Consideration	<p>5. ELT has been kept informed of progress.</p> <p>6.</p>
Next Steps	<p>7. Further updates will be provided following decisions by the Christchurch Civic Buildings Joint Venture Board in September.</p> <p>8.</p>
Key points / Background	<p>9.</p> <p>10.</p>
Useful Links	<p>11.</p> <p>12.</p>

Attachments Ngā Tāpirihanga

There are no attachments to this coversheet.

Signatories Ngā Kaiwaitohu

Author	Bruce Rendall - Head of Facilities & Property
Approved By	Anne Columbus - General Manager Corporate Services/Chief People Officer Mary Richardson - Chief Executive

5. Items Closed to the Public

The information session/workshop items noted from the next page will not be open to the public under the sections of the Local Government Official Information and Meetings Act 1987 (LGOIMA) outlined in the table on the following page. The full wording of the noted LGOIMA sections is found in [section 6](#) or [section 7](#) of the Act.

In the Council's view, these reasons for exclusion are not outweighed by public interest considerations in section 7(1) favouring their release.

The public can ask the Ombudsman to review this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PUBLIC INTEREST CONSIDERATION	POTENTIAL RELEASE REVIEW DATE AND CONDITIONS
6.	CENTRAL CITY UPDATE	S7(2)(B)(II)	PREJUDICE COMMERCIAL POSITION	TBC	5 AUGUST 2027 TBC