

Christchurch City Council

Local Governance Statement 2025–2028



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Table of contents

Purpose of the Governance Statement	4
Functions, responsibilities and activities of the Council	4
Partnership with mana whenua	4
The role of local government	6
Council governance and representative arrangements	6
Roles and conduct of elected members	8
Council decision making	9
Community views	9
Council meetings	10
Meeting conduct	12
The roles of the Chief Executive	12
Working at Council	13
Key approved planning and policy documents	13
Bylaws	14
Legislation applicable to the Council	14
Public access to the Council and our elected members	15
Key partners and relationships	15
Council-controlled organisations	16
Regional relationships	17
Engaging with external agencies	18
Civil defence emergencies	18
Directory of appendices	20

Purpose of the Governance Statement

Christchurch City Council (the Council) is required to prepare a Governance Statement after each triennial election and make it available to the public.

The Council's Governance Statement explains how the Council works and how we involve our communities in our decision-making. The Council is committed to promoting local democracy by making sure that Christchurch residents understand how their Council operates and how they can have their say. The Governance Statement covers:

- Council functions, responsibilities and activities
- How Community Board members, and the Mayor and Councillors are elected
- The roles and conduct of those elected members
- Governance structures and processes
- Public access to people and the organisation
- Key planning and policy documents.

Functions, responsibilities and activities of the Council

Christchurch has undergone a remarkable transformation following the series of earthquakes that caused billions of dollars in damage to Christchurch's infrastructure and displaced entire neighbourhoods. Over the past decade, it has progressed from recovery to regeneration – emerging as a modern, resilient, and future-focused city. Today, Christchurch boasts a vibrant CBD, active communities, a strong and innovative business sector, and a steadily growing population. The collective efforts of the Council, central government, mana whenua, the private sector and local communities continue to shape how people live, work, travel, and connect across the city.

We provide services and infrastructure for our 419,200 (Statistics New Zealand, 2025 June estimate) residents from the Waimakariri River to the Akaroa Heads.

The Council is the democratically elected body which governs and manages the interests of the district on behalf of everyone who lives here.

It deals with the issues that impact our residents' everyday life – planning and zoning, infrastructure, libraries, pools and other community facilities, parks and rivers, arts and heritage, attracting business, and more.

Our Council has a strong community governance model with a Council and six community boards governed by 54 elected members.

The Chief Executive leads the organisation and is responsible for the day-to-day running of the district's facilities and provision of services. Council staff come from diverse backgrounds and skill sets. We value our relationships with the six Papatipu Rūnanga, our neighbouring councils, the business sector, community groups, central government and our residents.

Partnership with mana whenua

Christchurch and Banks Peninsula's future is built on strong relationships – including with mana whenua, the six Papatipu Rūnanga of Ngāi Tahu who hold deep and enduring connections to this place. This partnership is a core part of how the Council plans, makes decisions, and delivers services across the district.

As we grow and change, so too does our relationship with mana whenua. Guided by the principles of Te Tiriti o Waitangi, this partnership strengthens our decision-making, brings in mātauranga Māori (Māori knowledge), and supports better outcomes for the environment and our communities.

Papatipu Rūnanga

Our district falls within the takiwā (area) of Ngāi Tahu which extends across 80% of Te Waipounamu, the South Island. Within our district there are six Papatipu Rūnanga (sub-groups within the larger Ngāi Tahu structure) who hold mana whenua (tribal authority). These are:

- Te Ngāi Tūāhuriri Rūnanga
- Te Hapū o Ngāti Wheke (Rāpaki)
- Te Rūnanga o Koukourārata
- Te Rūnanga o Ōnuku
- Wairewa Rūnanga
- Te Taumutu Rūnanga.

These Papatipu Rūnanga carry responsibility, as kaitiaki (guardians), to uphold the mana of their people and care for the whenua (land), the sea and natural resources, to keep alive their cultural traditions and stories and to keep the home fires burning within their takiwā.

What we are required to do

The Council has clear legal obligations to support Māori participation in local decision-making and environmental management. These responsibilities are set out in the Local Government Act and the Resource Management Act and reflect the principles of Te Tiriti o Waitangi.

In practice, this means ensuring mana whenua have genuine opportunities to shape the decisions that affect their communities, land, and taonga. These are not optional – they are core responsibilities that apply across all areas of Council work, from governance and planning to service delivery.

We are expected to:

- Involve Māori early and meaningfully in decisions.
- Recognise their special connection to land, water, and sites of cultural significance.
- Support their role as kaitiaki (guardians of the environment).
- Build long-term relationships based on trust and partnership.

Our partnership in action

We are working with Papatipu Rūnanga to develop collaborative relationships and to maintain and improve participation in its decision-making processes.

In 2016, this was formalised into a Committee of Council: Te Hononga. This committee comprises representatives from the six Papatipu Rūnanga, Councillors, the Mayor, and the Chairperson of the Finance and Performance Committee.

We also work closely with:

- Mahaanui Kurataiao, a resource and environmental management advisory company established by the six Papatipu, on resource planning matters.
- Whitiōra, a representative of Tuahuriri Rūnanga who provide skills and employment support for whānau.
- five other organisations, including Te Rūnanga o Ngāi Tahu and Te Hapū o Ngāti Wheke (Rāpaki), on the protection of the Whakaraupō Lyttelton Harbour (Whaka-Ora Healthy Harbour project).

Ngāi Tahu governance

Waitaha were the first people of Te Waipounamu, followed by Ngāti Māmoe and then Ngāi Tahu. By the mid-18th century, warfare, intermarriage, and alliances forged a common allegiance, merging their traditions and histories to establish Ngāi Tahu as mana whenua.

The governing body for Ngāi Tahu, Te Rūnanga o Ngāi Tahu was established through the Te Rūnanga o Ngāi Tahu Act 1996. The body represent Ngāi Tahu whānui (the wider Ngāi Tahu people) in all matters concerning their collective interests and assets.

At a more local level, the tribal institutions of Ngāi Tahu are the 18 Papatipu Rūnanga spread across Te Waipounamu (six within the Council's takiwā). These rūnanga are the mandated representatives of whānau and hapū who hold mana whenua (customary authority over land and resources).

Acknowledging the past and future commitments

The Crown has apologised for its past failures to acknowledge Ngāi Tahu rangatiratanga and mana over the South Island lands. The Ngāi Tahu Claims Settlement Act 1998 records this apology and gives effect to the provisions of the 1997 Ngāi Tahu Deed of Settlement.

The Council is committed to nurturing our relationship with mana whenua and increasing opportunities for partnership. We acknowledge that the Council has its own work to do including addressing the taking of the Ihutai (Avon-Heathcote Estuary) Reserve, itself granted as part of settlement for earlier Te Tiriti breaches.

The role of local government

The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities. Local government also promotes the social, economic, environmental, and cultural wellbeing of communities in the present and for the future (section 10 Local Government Act (LGA) 2002).

The Council is responsible for giving effect to this purpose and for performing the duties, and exercising the rights conferred on us by the LGA and any other relevant legislation. We can continue with or undertake any activity or business subject to these requirements. Our **Long Term Plan**¹ (LTP) contains information about all of the Council's activities, over a period of 10 years.

The Council is responsible for carrying out functions prescribed by several statutes. These include:

- the management of reserves (Reserves Act 1977)
- managing natural and physical resources sustainably through its planning processes (Resource Management Act 1990)
- ensuring compliance with the building code (Building Act 2004)
- and planning and providing for civil defence emergency management within the Christchurch area (Civil Defence Emergency Management Act 2002).

A list of all the principal Acts of Parliament applicable to the Council can be found in Appendix 7.

As at March 2026, the activities undertaken by the Council include core services such as network infrastructure, public transport services, waste management and minimisation, civil defence emergency management, libraries, museums, reserves, and other community and recreational facilities.

The ongoing central government reforms, when enacted, will have a significant impact on the scope, services, and financial position of the Council and are among the strategic issues that the Council will face.

¹ ccc.govt.nz/the-council/plans-strategies-policies-and-bylaws/plans/long-term-plan-and-annual-plans/long-term-plan-2024-to-2034

Council governance and representative arrangements

Strong, effective governance is fundamental to Christchurch's progress. As the district continues to grow and evolve, the decisions made by elected members will shape not only our infrastructure and services, but the kind of place Christchurch becomes for future generations.

The Mayor and Councillors are elected to govern the Council and set the direction for Christchurch. Their responsibilities include making decisions on behalf of the community, approving budgets and investment plans for the district's services and facilities, and adopting the bylaws, policies and plans that guide the Council's operations and long-term planning.

Representation reviews

At least once every six years, councils are required (under sections 19H and 19J of the Local Electoral Act 2001) to review their representation arrangements to make sure they are still fair and provide effective representation for communities.

A representation review determines the number of Councillors to be elected, the basis of election for Councillors and, if this includes wards, the boundaries and names of those wards. Representation reviews also include whether there are to be Community Boards and, if so, membership arrangements for those boards.

The review must address how the population has shifted and grown and make sure everyone is represented fairly, with each ward representing roughly the same number of people, giving everyone fair and equitable access to their elected representatives.

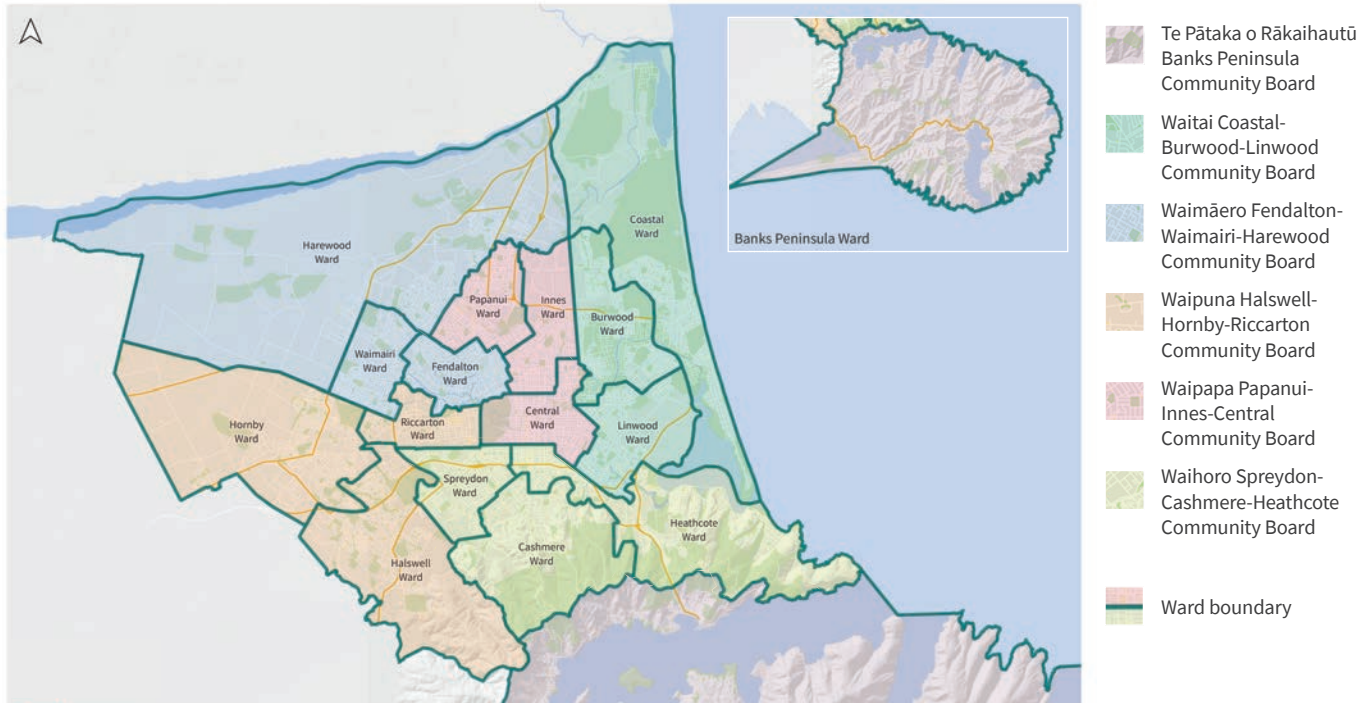
The Council last reviewed its representation arrangements in 2021; therefore, we are required to undertake a review by 2027.

Our governance structure

Our Council comprises the Mayor and 16 Councillors. The Mayor is elected at large by voters across the entire district, while each Councillor is elected by the voters of one of the 16 wards. Although Councillors are elected from specific geographical areas, they have an obligation and a duty to act in the best interests of the entire district.

In addition to the governing Council, six Community Boards operate across the district. These boards are made up of elected community board members and the relevant ward Councillors. Community Boards are empowered to make decisions on local matters that directly affect neighbourhoods, including things like placement of bus stops and road markings, management of local traffic issues and local community funding. This local decision-making helps ensure that communities have a say in the things that affect them day-to-day.

Ward and community board map



Our district ward map can be found here: ccc.govt.nz/community-boards

Current arrangements

Te Pātaka o Rākaihautū Banks Peninsula Community Board²

Comprising the area of the Banks Peninsula Ward with four subdivisions (Wairewa, Akaroa, Mt Herbert and Lyttelton). This board has one Councillor and seven board members representing an estimated population of 9280.

² letstalk.ccc.govt.nz/te-pataka-o-rakaihautu-banks-peninsula-community-board

Waitai Coastal-Burwood-Linwood Community Board³

Comprising the area of the Coastal Ward, Burwood Ward, and Linwood Ward. This board has three Councillors and six board members representing an estimated population of 76,900.

³ letstalk.ccc.govt.nz/waitai-coastal-burwood-linwood-community-board

Waimāero Fendalton-Waimairi-Harewood Community Board⁴

Comprising the area of the Fendalton Ward, Waimairi Ward, and Harewood Ward. This board has three Councillors and six board members representing an estimated population of 77,900.

⁴ letstalk.ccc.govt.nz/waimaero-fendalton-waimairi-harewood-community-board

Waipuna Halswell-Hornby-Riccarton Community Board⁵

Comprising the area of the Hornby Ward, Halswell Ward, and Riccarton Ward. This board has three Councillors and six board members representing an estimated population of 88,000.

⁵ letstalk.ccc.govt.nz/waipuna-halswell-hornby-riccarton-community-board

Waipapa Papanui-Innes-Central Community Board⁶

Comprising the area of the Papanui Ward, Innes Ward, and Central Ward. This board has three Councillors and six board members representing an estimated population of 79,100.

⁶ letstalk.ccc.govt.nz/waipapa-papanui-innes-central-community-board

Waihoru Spreydon-Cashmere-Heathcote Community Board⁷

Comprising the area of the Spreydon Ward, Cashmere Ward, and Heathcote Ward. This board has three Councillors and six board members representing an estimated population of 80,700.

⁷ letstalk.ccc.govt.nz/Waihoru-Spreydon-Cashmere-Heathcote-Community-Board

Roles and conduct of elected members

The Mayor's role

Phil Mauger was elected as Mayor of the Christchurch City Council in October 2025. The role of the Mayor is to lead and guide their Council's efforts to give effect to the purpose of local government, as well as any statutory duties councils are required to carry out. The Local Government Act (LGA) (s41A) describes the special roles of a Mayor as:

- To provide leadership to:
 - The other members of the territorial authority; and
 - The people in the district of the territorial authority.
- To lead the development of the territorial authority's plans (including the Long Term Plan (LTP) and the Annual Plan), policies, and budgets for consideration by the members of the territorial authority.

Mayors are empowered to appoint deputy mayors, to establish committees and to approve committee chairpersons. As well as sharing the same responsibilities as other elected councillors, the Mayor has additional roles relating to civic leadership. These include:

- Chairing Council meetings – ensuring orderly conduct of business during meetings
- Ceremonial head of the Council
- Providing leadership of the Council and city and being spokesperson for both
- Fulfilling the role of Justice of the Peace
- Advocating for the community – including promoting the community and representing its interests
- Declaring a state of local emergency under the Civil Defence Emergency Management Act.

The Deputy Mayor's role

Councillor Victoria Henstock was appointed as the Deputy Mayor of the Christchurch City Council after the October 2025 elections. The Deputy Mayor has an important role in the team and is appointed by the Mayor. They exercise the same roles as other elected members, but if the Mayor is absent the Deputy Mayor performs their responsibilities and duties and may exercise the powers of the Mayor.

The appointment of the Deputy Mayor is an early priority particularly given the LGA requires that it is on the agenda for the inaugural meeting of the Council. It is worth noting that although the LGA gives the Mayor the power to appoint the Deputy, nothing in the Act limits or prevents a territorial authority from removing a deputy, discharging or reconstituting a committee established by the Mayor, appointing committees in addition to any established by the Mayor or discharging a committee chair appointed by the Mayor.

The role of Councillors

The 16 Councillors (with the Mayor) make decisions on matters otherwise not delegated to Community Boards, Committees, the Chief Executive or other staff members.

Although much of the business of the Council can be delegated to the Chief Executive and organisation, the LGA dictates that there are some decisions that must be made by the full Council. These include:

- Setting rates
- Adopting, amending, or revoking bylaws
- Adopting an LTP, Annual Plan, and Annual Report
- Appointing the Chief Executive
- Adopting policies.

A clear division of authority is required in respect of decisions made by elected members and those made for the purpose of managing the activities carried out by the Council. The intention is that decisions are made at the most appropriate and effective level.

When issues come to Council for a decision, staff provide written advice in a report on a proposed course of action. Decisions are made by the collective Council which may or may not agree with staff advice on an issue. The Mayor is only one vote around the Council table.

Democratic Services staff produce a "run sheet" for all formal meetings to assist with the smooth running of meetings.

Councillors need to balance a number of competing interests – acting simultaneously as leaders of the district as a whole, community representatives, and community board members. They also need to recognise the difference between their strategic governance role and management's everyday operational role.

Information on powers delegated to Community Boards, Committees and staff is set out in the [Register of delegations](#)⁸

⁸ ccc.govt.nz/the-council/how-the-council-works/governance/register-of-delegations

The role of Community Board members

Community Boards are part of the Council's structure and have an important role and responsibility to represent, and act as an advocate for, their communities' interests to the Council. The other responsibilities of community boards as set out in the LGA, are:

- Considering and reporting on matters of interest or concern that have been referred to them by the Council.
- Maintaining an overview of Council services to the community.
- Preparing an annual submission to the Council on our LTP and Annual Plan.
- Communicating with community organisations and special interest groups.
- Undertaking any other responsibilities that are delegated to them by the Council.

Our Council delegates a number of powers to Community Boards in relation to local issues such as parking or stopping restrictions and traffic controls for local streets; the installation of bus shelters; and making grants to individuals and groups from Community Board-administered funds.

At the first meeting of the term, the board elects a chair (not a Councillor) who will lead that board. All boards present a monthly report to the Council. Before the meeting board chairs and their supporting staff meet informally with the Mayor to discuss local issues. This session is extremely valuable to hear about community concerns in each of the areas.

Each Community Board develops a Community Board Plan that sets out its aspirations over a set period of time. These plans, informed by the Council's strategic direction, are based on priorities that are identified with local communities. Under the provisions of the Governance Partnership Agreement the Community Board will engage with the local community when developing the Plan and the Council will treat the Plan as a key strategic document to be included in the preparation of the LTP.

Council decision making

Strong local governance underpins effective and accountable decision-making. The Council will continue to play a pivotal role in balancing local priorities, community expectations, and the broad range of interests and priorities across the district.

While the Local Government Act does not define a 'decision' it identifies several statutory responsibilities when making decisions. When making a decision, councils must:

- Seek to identify all reasonably practicable options for achieving the decision's objective.
- Assess the advantages and disadvantages of each option.
- Give consideration to the views and preferences of people likely to be affected by, or have an interest in, the matter.
- Provide opportunities for Māori to contribute to decision-making. Where the decision is significant in relation to land or a body of water, councils must take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga.
- Identify and explain any significant inconsistency with existing policies or plans.

Councils have discretion to determine how best to meet these obligations, proportionate to the significance of the decision. The greater the significance of a decision, the more rigorous the process must be.

Community views

The Council and Community Boards work closely with residents, local groups, and mana whenua to ensure decisions are responsive to community needs and aspirations.

We actively seek input through the development of local Community Board Plans, the Annual Plan, the Long Term Plan (LTP), and other consultations throughout the year.

We welcome the wide range of feedback we receive from individuals, groups, and organisations. This helps inform how we plan, prioritise, and deliver services across the district.

For significant decisions, the Council undertakes a full consultation process – including the use of the **special consultative procedure** where required. This is mandatory when the Council:

- Adopts or amends a LTP or Annual Plan.
- Proposes changes to how a significant activity is delivered.

The consultation requirements for bylaws can vary, depending on the requirements of the legislation under which the bylaw is made. This will sometimes involve the use of the special consultative procedure. The Council may also choose to use this process for other matters, depending on the level of public interest or impact.

Other legislation, such as the Resource Management Act, may also impose specific consultation and engagement processes.

Significance and Engagement Policy

As set out above the Council seeks meaningful interaction with the community through engagement on local decision-making. This will be encouraged in a manner that is consistent with the significance of the issue, proposal, or decision, and which is transparent and clearly communicated.

The purpose of the policy is to give clarity and certainty to the community about when they can expect to be engaged.

The policy is based on the following principles:

- Decision-makers are well-informed, aware of and take into account the views of the community;
- The Council will use a consistent approach to establishing the significance of a matter before making a decision;
- The level of engagement will be tailored to the level of significance for each issue, proposal or decision;
- Decision-making and engagement processes are transparent and clearly expressed;
- The community will have clarity on the range of engagement methods the Council may use, relative to the significance of a matter;
- Engagement is pro-active, accessible, a two-way dialogue, and people are aware of, and understand, the final decisions made by the Council.

The Significance and Engagement Policy is available at Appendix 6.

How we engage

The **Kōrero mai | Let's Talk portal**⁹ on the Council's website is our primary channel for people to find out about, and take part in, public consultations.

About 90 per cent of the submissions we receive are sent electronically, but when appropriate print copies of proposals are made available at the Council's service centres and libraries or delivered directly to affected residents. We use social media, community and stakeholder networks, newsletters and other Council communication channels to encourage participation in decision-making.

When required, we meet face-to-face with those affected by a proposal – this could be a drop-in session, street meeting, or door knocking. This gives people an opportunity to find out more about options being proposed. We also provide online webinars, which are popular and effective for district wide consultations.

The Council holds hearings for the Annual Plan and LTP, and other submission processes where there is high interest or a

requirement. This gives individuals and communities of interest the opportunity to speak directly to the decision makers.

Public consultation processes are carried out in accordance with the Local Government Act (sections 76-82), or other legislative requirements.

Council meetings

The Mayor presides at Council meetings. In the Mayor's absence, meetings are chaired by the Deputy Mayor.

Under the Local Government Act (LGA), the Mayor has the powers to establish committees of Council and appoint the chairperson of each. Where the chairperson has not been appointed, each committee, subcommittee, and working group elect their own chairperson. The Council and Community Boards may establish committees, subcommittees and working groups by resolution.

See Appendix 3 for a current list of Council's committees.

Agendas and reports for Council and Community Board meetings are distributed electronically to elected members and published at least two working days in advance in accordance with the Local Government Official Information and Meetings Act (LGOIMA) on the Council's website. Print copies can be made available upon request.

Transparency and access to official information

Under the LGA, one of the principles that applies to a local authority is that it should conduct its business in an open, transparent, and democratically accountable manner. The LGOIMA requires local authorities to operate under a principle of availability.

The Council holds meetings in public by default and only considers items in public excluded sessions when there is a good reason to do so and this outweighs the public interest. The Council also regularly reviews public excluded items for release as soon as practicable. In 2025, six per cent of reports were considered in a public excluded session. This compares to 10% in 2020 and 35% in 2016. The Council adopted the findings from the 2023 Ombudsman report – **Open for Business**¹⁰. The Council now holds workshops in public by default. These are recorded and the public can attend open sessions.

The Council has increased its transparency and responsiveness to official information requests. In 2023/24 and 2024/25 the Council responded to 99.6 per cent of requests within the statutory timeframe. In 2021/22 the Council received 944

⁹ letstalk.ccc.govt.nz

¹⁰ ombudsman.parliament.nz/resources/open-business-report-chief-ombudsmans-investigation-local-council-meetings-and-workshops)

requests with an average response time of 22.7 days. In 2024/25 the Council received 1,691 requests with an average response time of 9.3 days.

Further information about official information requests can be found in the Public Access to the Council and our Elected Members section of this Governance Statement.

Frequency

The Council generally meets once a month on Wednesdays where it considers matters not otherwise delegated to Community Boards and committees. Community Boards also report to the Council, advising on their activities and decisions made under delegation.

The Mayor has appointed two Committees of the Whole – the Finance and Performance Committee and the Policy and Planning Committee both of which meet monthly. These committees are made up of the Mayor and all Councillors and they each have a separate chairperson (not the Mayor).

Community Boards meet twice a month, once for a decision making meeting and once primarily for briefings.

Dates of Council, committee, and Community Board meetings are available on the Council website: christchurch.infocouncil.biz

Public involvement

All Council, committee and Community Board meetings are open to the public to ensure transparency and accountability. They need to be notified and only items deemed of a confidential nature under the LGOIMA can be discussed in the public excluded section.

The reasons for excluding the public for any particular item usually relate to the protection of personal privacy, professionally privileged or commercially sensitive information, and maintenance of public health, safety and order.

Council, committee, and Community Board meetings are live-streamed and available online retrospectively, with the exception of the public excluded sections of meetings.

The Council's online media channels proactively cover Council agendas and significant decisions.

All Council, committee, and Community Board meetings can receive deputations from anyone who wishes to speak about a matter/s on the agenda for the current meeting. Accepting a deputation is at the discretion of the Mayor/Chair and this is done in advance of the meeting. The deputations are usually near the start of the meeting.

A public participation time is set aside at the start of the Council meeting. This is when the public may speak for up to five minutes on any matter they wish (within constraints, such as it can't be about Council matters before the courts, or items on other Council agendas).

Although meetings are open to the public, the right to speak at meetings is not available unless specifically requested. A request for speaking rights, as a public forum presentation, or if it relates to a report on the agenda, as a deputation, must be made in advance of the meeting. People who wish to address the Council, a committee, or a Community Board should contact the relevant Democratic Services Advisor or Community Board Advisor in the first instance.

The Chairperson may refuse requests for speaking rights which are repetitive or offensive. A deputation or public forum is not to be used to speak to a matter for which there is a separate hearings process. For further information refer to the Council's **Standing Orders**.¹¹

Residents are encouraged to raise local issues – for example, issues that relate to their street, community or neighbourhood – with their local Community Board. Community Boards can refer issues to the Council or a committee if necessary.

Minutes of meetings of decision-making bodies are kept and made publicly available, subject to the provisions of the LGOIMA. Agendas and minutes can be accessed on the Council's website: christchurch.infocouncil.biz. Printed copies of the agendas are available at each meeting.

Council workshops

Informal Council meetings (such as workshops, briefings, and seminars) are not formal meetings; therefore, no decisions can be made at these sessions. Workshops are an opportunity for staff to inform elected members on relevant issues in a more informal way. Attendance is recorded. All workshops are held in public by default unless there is a good reason to hold a public excluded session. Any public excluded workshops must be done so under the LGOIMA and consider the public interest in the matter being discussed.

¹¹ ccc.govt.nz/assets/Documents/The-Council/How-the-Council-works/Standing-Orders-adopted-6-April-2017.pdf

Meeting conduct

Every elected member needs to display acceptable behaviour in their dealings with each other, staff, the public and the media.

Standing orders

The Council has adopted a set of Standing Orders for the conduct of its meetings and those of its committees. These also apply to Community Boards and their committees. The current set of Standing Orders are available at: ccc.govt.nz/assets/Documents/The-Council/How-the-Council-works/Standing-Orders-adopted-6-April-2017.pdf

Other meeting procedures and organisational matters are set out in Schedule 7 of the Local Government Act (LGA) and in the Local Government Official Information and Meetings Act (LGOIMA).

In addition, the Mayor, Councillors and Community Board members must comply with other specific statutory obligations. These include:

- The Council's Code of Conduct: ccc.govt.nz/the-council/how-the-council-works/governance/codes-of-conduct
- The Local Authorities (Members' Interests) Act 1968 (conflicts of interest).
- The Secret Commissions Act 1910 (accepting gifts or rewards).
- The Crimes Act 1961 (improper use of official information).

Code of Conduct

The Code of Conduct sets out general principles for conduct, standards of behaviour and conduct in particular circumstances. Its objectives are to:

- Create more effective working relationships.
- Enhance the Council's effectiveness, credibility and accountability within the community.
- Enhance the mutual trust, respect and tolerance between Councillors as a group, and between Councillors and Council staff.

The Code of Conduct makes provision for Councillors to complete a Register of Interests. The Register is completed at least each term and a summary published on the Council's website: ccc.govt.nz/the-council/how-the-council-works/organisation-structure/register-of-interests

Central Government is currently reviewing the Standing Orders and Code of Conduct for local government, which will likely require the Council to update these documents during this council term. The Council will accordingly update its website and public information to reflect these changes.

The roles of the Chief Executive

The Chief Executive and Council staff deliver Council services and implement Council decisions.

The Chief Executive is the only employee who is directly employed by the Mayor and Councillors.

The Chief Executive's responsibilities under the Local Government Act can be summarised as the following:

- Implementing the Council's decisions.
- Ensuring that all functions, duties and powers delegated to them are properly performed or exercised.
- Determining the means to achieve the outcomes sought by the Council.
- Ensuring the effective and efficient management of the activities of the local authority.
- Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority.
- Providing advice to Councillors and members of Community Boards.
- Appointing and terminating staff, including negotiating their terms of employment.

The Chief Executive is the Principal Advisor for the Council and advises on administration and implementation matters at Council meetings.

An important role of the Chief Executive, as the principal administrative officer of the Council, is to ensure that the Council's management structure provides for the separation of regulatory responsibilities and decision-making processes from non-regulatory responsibilities and processes.

The Council organisation is made up of 3375 staff (as of 1 March 2026), spread across different management, advisory, technical, and service-delivery roles. All Council staff ultimately report to the Chief Executive through their line managers, helping the Chief Executive to fulfil the responsibilities set out above. See our organisation structure in Appendix 4.

The organisation is comprised of five groups:

- Citizens and Community
- City Infrastructure
- Corporate Services
- Finance, Risk and Performance
- Strategy, Planning and Regulatory Services

The General Managers of these groups report directly to the Chief Executive and make up the Council's Executive Leadership Team (ELT). As well as the Chief Executive and five General Managers, ELT includes:

- General Counsel/Director of Legal and Democratic Services
- Te Aho Matua – Treaty Relationships Lead

They are the principal advisors to the Council's different committees. The organisation's support to the committees includes developing a work programme for each committee and subcommittee. Principal advisors also help monitor committee agendas to ensure alignment with the agreed work programme and Councillor priorities.

Each Community Board is supported by a Community Governance Manager and team who can help source information for Community Board members and link them with other parts of the Council organisation. Community Governance Managers are part of the Council's Community Support and Partnerships Unit.

Working at Council

The Council strives to be a good employer – we have internal policies in our Internal Policy Register that staff must adhere to. These include policies for diversity at work and recruitment and selection, bullying and harassment prevention, and code of conduct. The Council has a remuneration policy and maintains a consistent and transparent remuneration practice in line with Council business principles and relevant legislation.

Health, safety and wellbeing

The Council takes health, safety and wellbeing seriously and has a team of staff working to ensure we comply with all aspects of the Health and Safety at Work Act 2015. The Act is designed to:

- Ensure everyone has a role to play
- Make everyone's responsibilities clear
- Focus on managing risk
- Require those who create the risk to control the risk
- Require businesses to engage with their workers and enable them to participate on an ongoing basis
- Allow flexibility in managing health and safety risks.

For elected members, the most significant implication is the legislation's introduction of the role of officer and the requirement for officers to meet due diligence duties. An officer is a person who holds a very senior leadership position, and has the ability to significantly influence the management of an

organisation. At the Council, this includes elected members and the Chief Executive. Officers must exercise due diligence to ensure the organisation is meeting its health and safety duties. To do this, officers must take reasonable steps to:

- Acquire and update knowledge of health and safety matters
- Understand the operations of the organisation and the associated health and safety risks
- Ensure and check the organisation has appropriate resources and processes to comply with duties and obligations under the Act.

Christchurch City Council is proactively partnering with elected members to ensure the Council and its officials meet their responsibilities under the Act.

Key approved planning and policy documents

Planning for the future is one of the Council's most important responsibilities. Through tools like the Long Term Plan (LTP), Annual Plan, District Plan, and a range of policies, strategies, and bylaws, the Council makes informed and transparent decisions. Together, they provide a roadmap for building a district that is resilient, inclusive, and well prepared for the future.

Long Term Plan

Every three years, the Council must prepare a LTP to set the direction for the next 10 years. The LTP outlines the services we intend to deliver, the infrastructure we need to maintain or build, and how we propose to fund it. It is the Council's core strategic and financial planning document, and the key tool for aligning investment, service delivery, and public accountability.

An effective LTP is more than a budget or project list. It brings together several core components to guide the Council's long-term decision-making:

- **Community Outcomes**¹² set out what the Council aims to achieve for Christchurch and Banks Peninsula. They shape the direction of infrastructure, services, and regulation, and help assess strategic decisions.
- The **Infrastructure Strategy**¹³ identifies the district's most significant infrastructure challenges over the next 30 years. It focuses on key decisions for core assets like water, transport, stormwater, and flood protection – setting out the issues, possible responses, and their implications.

¹² ccc.govt.nz/the-council/how-the-council-works/our-vision/community-outcomes

¹³ ccc.govt.nz/the-council/plans-strategies-policies-and-bylaws/strategies/infrastructure-strategy

- The **Financial Strategy**¹⁴ outlines how the Council will sustainably fund its activities. It sets boundaries, such as rates and debt limits, and helps ensure decisions are financially realistic and consider key trade-offs.

The LTP also includes Activity Plans, which detail how services like transport, waste, parks, and libraries will be delivered, and what investment is needed to maintain supporting assets.

Together, these documents enable the Council to prioritise what matters most, make informed investment choices, and clearly explain decisions to the community.

Annual Plan

An Annual Plan is the Council's budget for one financial year and is produced in the years between LTPs. It explains how the Council intends to finance the activities and services we provide during that year as directed by our LTP. It also focuses on the previous year's financial performance, updated financial figures, cost increases and inflation, and any adjustments the Council needs to make.

Reporting and accountability

Our performance is tracked and reported through an Annual Report, which compares what we planned to do in the LTP and Annual Plan against what we delivered. This is a key mechanism for public transparency and accountability, allowing the community to monitor how well we are performing.

District Plan

The Christchurch District Plan is separate from the LTP but just as important. It determines land use and subdivision rules across the city. It sets out where housing, commercial, industrial, and community activities can happen and shapes how our district grows and develops. The District Plan is a legal document under the Resource Management Act, and any changes to it require a formal consultation process.

Policies and Bylaws

In addition to the LTP, the Council develops and maintains a wide range of policies and bylaws to guide decision-making, ensure regulatory compliance, and help deliver on our commitments to the community.

The Council is required to develop bylaws to regulate some activities and can choose to develop others. Bylaws are made under various legislation and can regulate a range of different activities that happen in public places or that interact with Council infrastructure or public places. Examples include rules about dogs, traffic and parking issues, alcohol in public places, and rules to protect infrastructure, such as underground pipes.

Policies are used to guide the Council's internal decision-making and how services are delivered. These may relate to rating, procurement, fees and charges, community grants, or use of Council land and buildings. While some are required by law, others are adopted to reflect Council priorities and provide consistency in how we operate.

Strategies and Action Plans

The Council also develops a range of strategies and action plans that sit between the LTP and day-to-day operations. These strategies are not always required by law, but they play a key role in identifying long-term goals, setting direction for staff and elected members, and enabling coordinated delivery across teams and with external partners. Most are supported by action plans, which outline specific programmes, projects, or policy changes to be implemented over time.

Bylaws

The Council has 16 bylaws made under eight different statutes. Some bylaw-making powers are provided by the Local Government Act 2002 (LGA), but we also have bylaws made under the Land Transport Act 1998, the Dog Control Act 1996, the Freedom Camping Act 2011, the Reserves Act 1977, the Prostitution Reform Act 2003, the Waste Minimisation Act 2008, and the Burial and Cremation Act 1964.

The procedures for bylaw-making and bylaw review requirements are set out in the LGA and apply to most bylaws. Generally, bylaws must be reviewed once within five years of first being made and then at least once every ten years. The Council has a ten-year timetable to coordinate the review of bylaws. Legislative or operational changes may require that a review is brought forward or that we amend a bylaw outside of the review process. A schedule of the current bylaws is attached as Appendix 5.

Legislation applicable to the council

A list of the principal Acts of Parliament that are applicable to the Council is provided in Appendix 7.

In addition, the Council is also bound by Acts of local legislation (Acts that only apply within our district). These are listed in Appendix 8.

The Canterbury earthquakes and aftershocks since 4 September 2010 had a significant impact on the activities of the Council. Orders in Council were made in response to these events under the Canterbury Earthquake Recovery Act 2011 and

¹⁴ ccc.govt.nz/the-council/plans-strategies-policies-and-bylaws/strategies/financial-strategy

continued by the Greater Christchurch Regeneration Act 2016. These gave the Council exemptions from and modifications or extensions of existing statutory provisions. These are listed in Appendix 9.

Public access to the Council and our elected members

Information about current elected members and their contact details is contained in Appendix 1.

The contact details for the Council's office and customer service hubs are set out in Appendix 2.

Requests for Service

Residents can request services by:

- Visiting the Civic Offices or a customer service hub for assistance with any general enquiries or requests for service.
- By telephone – the Customer Services Team can be contacted 24 hours a day on 03 941 8999 or 0800 800 169.
- In writing – including letters, and emails to the relevant Council unit.
- Using the Snap Send Solve app to report a problem.
- Contacting elected members – the Mayor, Councillors or Community Board members.

The Council has a system that enables the public, through Customer Services staff or the Council's website, to submit an enquiry or request for information/service. Customer Services staff are trained to respond to the majority of general enquiries from a wide-ranging database system or request for service forms that can be completed on the Council's website. The Customer Services Team can be contacted 24 hours a day 365 days a year by phone, or residents can go to their local customer service hub for assistance with any general enquiries or requests for services.

Requests for information from the Council can be made via the Local Government Official Information and Meetings Act. The guiding principle is to make information available to the public unless there is good reason under the Act to withhold it. Requests are best made in writing and should be directed to the Council. It is recommended that any request be specific in identifying the information requested. Requests for information are to be responded to as soon as practicable within 20 working days unless the time frame is extended under the Act. There may be a charge, but this must be reasonable, and requestors

should be told in advance of any cost, or an estimate of any cost before the information is provided. More information can be found on our website: ccc.govt.nz/the-council/fees-and-charges/fees-official-information-requests

Individuals, groups or organisations are entitled to seek speaking rights at Council, Committee or Community Board meetings. For details on how to seek speaking rights, refer to the Council Meetings section of this Governance Statement. Residents are encouraged to raise a local issue – for example, one that relates to their street, community or neighbourhood – with their local Community Board in the first instance. Community Boards can forward issues to the Council or a Committee if necessary.

The Council regularly seeks community input on a range of issues, including for example draft policies, local capital works projects, and the Council's Long Term Plan. All information for making a submission is available on the Council's [Kōrero mai | Let's Talk portal](#)¹⁵

Members of the public can also obtain a hard copy of any of the relevant documents upon request from any Christchurch City Council library or customer service hub, or by calling the Customer Services Team.

Key partners and relationships

The Council has a number of key partners and relationships. While the Chief Executive and staff hold a number of relationships on behalf of the Council, there are also some that the Mayor holds on behalf of the Council.

¹⁵ letstalk.ccc.govt.nz

Council-controlled organisations

The Council owns or has an equity investment in several organisations that help deliver services, support economic development, and manage key assets on behalf of the city. These are known as Council-Controlled Organisations (CCOs). Each CCO is accountable to the Council through a Statement of Intent, which sets out their strategic direction and performance expectations.

Christchurch City Holdings Limited

Christchurch City Holdings Limited (CCHL) is wholly owned by the Council. CCHL holds shares in the following mostly trading companies and undertakes all governance activities, as well as monitoring and reporting on their performance. CCHL subsidiaries include:

- **Orion New Zealand Limited:** Electricity distribution and infrastructure across Canterbury, including ownership of Connetics Limited. The Council has an 89.3% shareholding through CCHL, and the remaining 10.7% is owned by Selwyn District Council.
- **Lyttelton Port Company Limited:** Operates under the Port Companies Act 1988. As a fully owned subsidiary of CCHL, it manages the port assets, including land and facilities, on a commercial basis. It is the South Island's largest port by volume and the third largest container port in New Zealand. It provides a vital link to international trade routes and plays a key role in the global transport network.
- **Christchurch International Airport Limited:** Jointly owned by CCHL (75%) and the Crown (25%). The primary activity of the company is to own and operate the Christchurch International Airport.
- **City Care Limited:** Nationwide provider of infrastructure maintenance, asset management and construction services. It is a wholly-owned company of CCHL. City Care owns 100% of Apex Water Limited, a design and build company of wastewater treatment plants, and 100% of property maintenance company Spencer Henshaw Limited.
- **Enable Services Limited:** Delivers wholesale fibre broadband services across Christchurch. Enable Services Limited is wholly owned by CCHL.
- **EcoCentral Limited:** Manages recycling, refuse processing and waste diversion through EcoDrop, EcoSort, and EcoShop.
- **RBL Property Limited:** Wholly owned by CCHL. The company was formerly Red Bus Limited which provided public passenger transport, freighting and ancillary services. The operations were sold in 2020.

- **Development Christchurch Limited:** Retains land assets and an interest in Christchurch Adventure Park. Its former development functions have been transitioned elsewhere.

Other CCOs

The Council has made equity investments in and provides annual operational funding to the three companies listed below. The Council does not expect any regular dividends from these companies as any profits are normally reinvested back into the business in the public interest.

- **Venues Ōtautahi Limited:** Manages major city venues including the Town Hall, Wolfbrook Arena, Apollo Projects Stadium, Wigram Air Force Museum, Hagley Oval Pavilion, and One New Zealand Stadium at Te Kaha. It supports social, economic, and cultural activity by hosting events and managing facilities.
- **ChristchurchNZ Holdings Limited:** The city's economic development agency. It promotes Christchurch nationally and internationally, delivers strategies to support employment, enterprise, tourism, and city liveability.
- **Te Kaha Project Delivery Limited:** Responsible for the delivery of One New Zealand Stadium at Te Kaha, Christchurch's new multi-use stadium. Oversaw project planning, design, and construction on behalf of the Council and the Crown.

Council and Joint Venture Entities

- **Civic Building Limited (CBL):** Wholly-owned by the Council. CBL owns a 50% interest in the Christchurch Civic Building Joint Venture with Ngāi Tahu Property Limited. The joint venture owns the Civic Building in Hereford Street.
- **Transwaste Canterbury Limited:** Joint venture between Canterbury councils and Waste Management NZ Limited. Manages the Kate Valley regional landfill. The Council's share is 38.9%.
- **Central Plains Water Trust:** A partnership between Christchurch City and Selwyn District councils. Holds resource consents for the Central Plains Water irrigation scheme and monitors its environmental performance.

Council-Affiliated Trusts

These trusts are independent entities supported by the Council to deliver social, environmental and heritage outcomes.

- **Riccarton Bush Trust:** Manages Riccarton Bush, Riccarton House and Deans Cottage for conservation and public enjoyment.
- **Rod Donald Banks Peninsula Trust:** A charitable trust promoting conservation and community access on Banks Peninsula.

- **Mayor’s Welfare Fund Charitable Trust:** Provides emergency financial support to Christchurch residents in need.

In April 2001, the Council set up the Capital Endowment Fund using the proceeds from the sale of Orion’s investment in a gas company. The Fund provides an ongoing income stream which is applied by the Council to economic development and community events and projects.

Regional relationships

Other councils in the Canterbury region

We work collaboratively with the other councils in the Canterbury region on regional issues. These councils are the Ashburton District, Hurunui District, Kaikōura District, Mackenzie District, Selwyn District, Timaru District, Waimakariri District, Waimate District, and Waitaki District. The regional council is Environment Canterbury (Ecan).

Environment Canterbury

The relationship between Ecan and the Council is an important one. The two councils work closely at both governance and officials’ levels across a range of environmental issues.

The main opportunities for the two councils to work together at a governance level are:

- Regional and sub-regional governance bodies: Ecan and our Councillors sit together on several governance bodies.
- Council/Ecan quarterly meetings: the two councils have met quarterly in a series of forums to discuss issues of shared interest. Usually, two of the forums are dedicated to water issues, with the other forums covering issues such as public transport, quarrying, air quality, civil defence and diversity.

In the past, the two councils have got together soon after the election to decide how they are going to work together over the next term. Ecan Councillors elect their Chair and Deputy Chair at their first meeting.

External bodies

There are a number of regional and sub-regional bodies that the Council, mainly through the Mayor, is invited to sit on with the other Canterbury councils. These bodies are platforms for collaboration and unified leadership on key issues and an opportunity to align local and regional priorities with the central government agenda.

Key external bodies on which the Mayor and/or elected councillors can sit, include:

- Greater Christchurch Partnership Committee
- Canterbury Regional Transport Committee
- Canterbury Mayoral Forum
- Canterbury Civil Defence Emergency Management (CDEM) Joint Committee.

Greater Christchurch Partnership Committee

The Greater Christchurch Partnership (GCP) is a voluntary collaborative forum that brings together local government, mana whenua, and central government agencies to jointly address strategic challenges and unlock opportunities for Greater Christchurch. Its purpose is to enable shared understanding and coordinated action on issues facing Greater Christchurch that transcend political boundaries and functions.

The priorities for the Committee are to create a sustainable and well-functioning urban environment through decarbonising the transport system, increasing resilience to natural hazards and the effects of climate change, accelerating the provision of quality, affordable housing, and improving access to employment, education and services. These priorities are being progressed through an agreed joint work programme.

Recent key initiatives of the Partnership include the Greater Christchurch Spatial Plan, the Greater Christchurch Joint Housing Action Plan, the Greater Christchurch Transport Plan, and advocacy to Central Government on urban growth as it pertains to Greater Christchurch. Council is also working in collaboration with GCP partners in advancing a case for route protection for Mass Rapid Transit and the delivery of the Public Transport Futures programme.

Canterbury Regional Transport Committee

The Canterbury Regional Transport Committee (RTC) comprises representatives from the region’s councils as well as Waka Kotahi. The primary role of the RTC is to develop and implement the Canterbury Regional Land Transport Plan.

Canterbury Mayoral Forum

The Canterbury Mayoral Forum members are the region’s 10 Mayors and the chair of Environment Canterbury (Ecan). Christchurch is the only metropolitan council on the forum.

The forum initiated and provides governance oversight to the Canterbury Water Management Strategy and leads the Canterbury Regional Development Strategy (Plan for Canterbury).

Members of the forum speak in their own right rather than as representatives of their councils. Decisions of the Mayoral Forum are not binding on member councils.

The Mayoral Forum meets at least quarterly and over two days. Chief Executives attend to support their Mayor/Chair. The forum is supported by a permanent secretariat hosted by Ecan.

Canterbury Civil Defence Emergency Management (CDEM) Joint Committee

All Canterbury Mayors or their nominated councillors are members of the Canterbury Civil Defence Emergency Management (CDEM) Joint Committee.

This joint committee is responsible for the strategic direction and delivery of civil defence and emergency management in the Canterbury region.

The Coordinating Executive Group (CEG), responsible for CDEM planning and implementation, includes the Chief Executives of all member councils, along with representatives from New Zealand Police, Fire and Emergency New Zealand, health authorities, Ngāi Tahu, Ministry of Primary Industries, Canterbury Lifelines Group, and the Rural Advisory Group.

The Regional Manager/Group Controller of the Canterbury CDEM Group reports to both committees and is directly responsible to the chair of the CEG.

Engaging with external agencies

The Mayor has primary responsibility for managing the Council's overall relationship with Central Government and for maintaining open channels of communication with individual ministers.

Under this, Council staff at all levels maintain working relationships with central government officials on a full suite of national policy, regulatory and technical issues impacting the district. We have strong collaborative relationships with government agencies in Christchurch. We work together on a number of projects and initiatives across the city.

Recent Council submissions on a variety of policy, regulatory and technical issues are on the Council's website at: ccc.govt.nz/the-council/request-information/council-submissions-to-external-agencies

Community and business sectors

Christchurch has strong community and business sectors, and we welcome opportunities to work alongside them. We support and partner with a range of businesses, communities and community organisations through a number of initiatives.

See our stakeholder map in Appendix 10.

Civil Defence emergencies

Before an emergency occurs, (when time permits) the Mayor will receive information from the Controller about the nature of the hazard (e.g. tsunami, storm, pandemic). This early information helps the Mayor and the Council prepare to support the community and ensure clear leadership from the outset.

Activating the Emergency Operations Centre

In most emergencies, activation of the Emergency Operations Centre (EOC) is authorised by the Controller, in liaison with the Manager Civil Defence and Emergency Management (CDEM) and the CDEM Duty Officer. Once activated, the EOC coordinates the Council's overall response and connects with the Canterbury CDEM Group and partner agencies. The Mayor will be briefed by the Controller on the situation, impacts, and key information from other agencies including emergency services, health, lifelines, and welfare organisations.

If required, a State of Local Emergency may be declared by:

- the Mayor,
- an elected member acting on behalf of the Mayor, or
- in their absence, the Chair of the Canterbury CDEM Group Joint Committee.

This authority and the powers that accompany it are set out in the Civil Defence Emergency Management Act 2002.

Elected members' roles during an emergency

During a declared emergency, the Controller has legislated authority to direct and coordinate the response. Elected members play an essential leadership role in supporting the Controller and maintaining public trust.

Elected members are expected to:

- Support and amplify key public messages from the Controller and the EOC to ensure consistent communication.
- Act as the eyes and ears of their communities, reporting emerging issues, needs, or misinformation through their Community Governance Manager, who maintains direct contact with the EOC.
- Represent their communities by providing reassurance, visibility, and local knowledge to assist decision-making.
- Avoid issuing operational instructions to Council staff or emergency services – direction during a declared emergency comes solely from the Controller.

The Mayor may, where appropriate, assign specific engagement or representation tasks to elected members to ensure communities are informed and supported.

Business Continuity Planning

Each Council unit maintains a Business Continuity Plan (BCP) that outlines how essential services will continue operating during a major disruption.

While BCPs are not part of the CDEM function, they ensure Council can continue to deliver critical community services and support the wider emergency response effort.

Mayoral Relief Fund

If a Mayoral Relief Fund is required following an emergency, Council partners with the Christchurch Foundation, which has an established mechanism for receiving, managing, and distributing donations transparently and efficiently.

Resilience and Community Engagement

The Council employs three Community Resilience Coordinators (CRCs) within the CDEM team.

Their role is to strengthen community readiness by:

- supporting local groups and leaders,
- building partnerships across agencies,
- providing guidance on emergency planning, and
- encouraging community-led resilience initiatives.

The Council also contributes to regional programmes through the Canterbury CDEM Group, which promotes coordinated resilience-building activities and shared capability development.

Christchurch has a proud history of leadership in this space. In 2013, we were one of the first cities globally to join the 100 Resilient Cities initiative led by the Rockefeller Foundation, helping us learn from and share with other cities around the world. While funding for that network has since ended, the principles of resilience continue to guide our approach to building a safer, stronger, and more connected district.



Directory of appendices

Appendix 1: Council and Community Board members -----	21
Appendix 2: Customer Service Hubs – opening hours -----	28
Appendix 3: Membership of Committees, Subcommittees, Working Parties, Joint Committees and Groups, and Community Boards and Their Terms of Reference and Delegations as at March 2026 -----	29
Appendix 4: Organisation structure-----	55
Appendix 5: Current Christchurch City Council Bylaws and Ten-Year Bylaw Review Programme as at December 2025 -----	56
Appendix 6: Significance and Engagement Policy 2019 -----	58
Appendix 7: List of the Principal Acts of Parliament applicable to the Christchurch City Council -----	66
Appendix 8: Local Legislation applicable within Christchurch -----	67
Appendix 9: Orders in Council relevant to the Christchurch City Council -----	68
Appendix 10: Stakeholder map -----	70

Appendix 1

Council and Community Board members

Christchurch City Council Elected Members 2025–2028

	Phone	Email	Postal Address
Mayor			
Phil Mauger	03 941 8999	mayor@ccc.govt.nz	PO Box 73016, Christchurch 8154
Deputy Mayor			
Victoria Henstock Papanui Ward	027 224 2075	victoria.henstock@ccc.govt.nz	PO Box 73016, Christchurch 8154
Councillors			
Tyrone Fields Banks Peninsula Ward	021 100 4590	tyrone.fields@ccc.govt.nz	PO Box 73016, Christchurch 8154
Kelly Barber Burwood Ward	021 086 76195	kelly.barber@ccc.govt.nz	PO Box 73016, Christchurch 8154
Tim Scandrett Cashmere Ward	027 693 5155	tim.scandrett@ccc.govt.nz	PO Box 73016, Christchurch 8154
Jake McLellan Central Ward	027 844 0296	jake.mclellan@ccc.govt.nz	PO Box 73016, Christchurch 8154
Celeste Donovan Coastal Ward	021 289 9880	celeste.donovan@ccc.govt.nz	PO Box 73016, Christchurch 8154
David Cartwright Fendalton Ward	027 4965 977	david.cartwright@ccc.govt.nz	PO Box 73016, Christchurch 8154
Andrei Moore Halswell Ward	027 632 5823	andrei.moore@ccc.govt.nz	PO Box 73016, Christchurch 8154
Aaron Keown Harewood Ward	021 822 766	aaron.keown@ccc.govt.nz	PO Box 73016, Christchurch 8154
Nathaniel Herz Jardine Heathcote Ward	022 4165 925	nathaniel.herzjardine@ccc.govt.nz	PO Box 73016, Christchurch 8154
Mark Peters Hornby Ward	028 409 5615	mark.peters@ccc.govt.nz	PO Box 73016, Christchurch 8154
Pauline Cotter Innes Ward	027 296 8811	pauline.cotter@ccc.govt.nz	PO Box 73016, Christchurch 8154
Yani Johanson Linwood Ward	021 799 321	yani.johanson@ccc.govt.nz	PO Box 73016, Christchurch 8154
Tyla Harrison-Hunt Riccarton Ward	021 276 7682	tyla.harrisonhunt@ccc.govt.nz	PO Box 73016, Christchurch 8154
Melanie Coker Spreydon Ward	021 156 9281	melanie.coker@ccc.govt.nz	PO Box 73016, Christchurch 8154
Sam MacDonald Waimairi Ward	027 333 9215	sam.macdonald@ccc.govt.nz	PO Box 73016, Christchurch 8154

Community Board Members cont'd

Te Pātaka O Rākaihautū/Banks Peninsula Community Board

	Phone	Email	Postal Address
Chairperson			
Lyn Leslie Waiwera Subdivision	027 392 8458	lyn.leslie@ccc.govt.nz	PO Box 73027, Christchurch 8154
Deputy Chairperson			
Nigel Millar Mount Herbert Subvision	027 433 1758	nigel.millar@ccc.govt.nz	PO Box 73027, Christchurch 8154
Members			
Asif Hussain Akaroa Subdivision	022 098 5812	asif.hussain@ccc.govt.nz	PO Box 73027, Christchurch 8154
Jillian Frater Lyttelton Subdivison	027 228 7470	jillian.frater.cbm@ccc.govt.nz	PO Box 73027, Christchurch 8154
Cathy-Lum Webb Lyttelton Subdivison	020 4092 1247	cathy.lumwebb@ccc.govt.nz	PO Box 73027, Christchurch 8154
Josie Ogden Schroeder Mount Herbert Subdivision	027 675 2300	josie.ogdenschroeder@ccc.govt.nz	PO Box 73027, Christchurch 8154
Nigel Harrison Akaroa Subdivision (October 2025 to February 2026)			
Councillor appointee			
Tyrone Fields Banks Peninsula Ward	021 100 4590	tyrone.fields@ccc.govt.nz	PO Box 73016, Christchurch 8154

Waitai Coastal-Burwood-Linwood Community Board

	Phone	Email	Postal Address
Chairperson			
Paul McMahon Linwood Ward	021 184 1072	paul.mcmahon@ccc.govt.nz	PO Box 73023, Christchurch 8154
Deputy Chairperson			
Jackie Simons Linwood Ward	027 473 2795	jackie.simons@ccc.govt.nz	PO Box 73023, Christchurch 8154
Members			
Greg Mitchell Burwood Ward	027 302 3812	tim.baker@ccc.govt.nz	PO Box 73023, Christchurch 8154
Mihi-Rose Tipene Burwood Ward	021 063 8081	mihirose.tipene@ccc.govt.nz	PO Box 73023, Christchurch 8154
Alex Hewison Coastal Ward	027 277 9810	alex.hewison@ccc.govt.nz	PO Box 73023, Christchurch 8154
Kim Money Coastal Ward	027 288 8241	kim.money@ccc.govt.nz	PO Box 73023, Christchurch 8154
Councillor appointees			
Kelly Barber Burwood Ward	021 086 76195	kelly.barber@ccc.govt.nz	PO Box 73016, Christchurch 8154
Celeste Donovan Coastal Ward	021 289 9880	celeste.donovan@ccc.govt.nz	PO Box 73016, Christchurch 8154
Yani Johanson Linwood Ward	021 799 321	yani.johanson@ccc.govt.nz	PO Box 73016, Christchurch 8154

Waimāero Fendalton-Waimairi-Harewood Community Board

	Phone	Email	Postal Address
Chairperson			
Jason Middlemiss Harewood Ward	027 777 0108	jason.middlemiss@ccc.govt.nz	PO Box 73020, Christchurch 8154
Deputy Chairperson			
Nicola McCormick Waimairi Ward	027 235 4511	nicola.mccormick@ccc.govt.nz	PO Box 73020, Christchurch 8154
Members			
James Gough Fendalton Ward	027 231 4393	james.gough@ccc.govt.nz	PO Box 73020, Christchurch 8154
Bridget Williams Fendalton Ward	027 698 6383	bridget.williams@ccc.govt.nz	PO Box 73020, Christchurch 8154
Lucy Keown Harewood Ward	027 456 1213	lucy.keown@ccc.govt.nz	PO Box 73020, Christchurch 8154
Ben Spittle Waimairi Ward	021 310 071	ben.spittle@ccc.govt.nz	PO Box 73020, Christchurch 8154
Councillor Appointees			
David Cartwright Fendalton Ward	027 4965 977	david.cartwright@ccc.govt.nz	PO Box 73016, Christchurch 8154
Aaron Keown Harewood Ward	021 822 766	aaron.keown@ccc.govt.nz	PO Box 73016, Christchurch 8154
Sam MacDonald Waimairi Ward	027 333 9215	sam.macdonald@ccc.govt.nz	PO Box 73016, Christchurch 8154

Waipuna Halswell-Hornby-Riccarton Community Board

	Phone	Email	Postal Address
Chairperson			
Marie Pollisco Halswell Ward	021 0901 4149	marie.pollisco.cbm@ccc.govt.nz	PO Box 73022, Christchurch 8154
Deputy Chairperson			
Sarah Brunton Hornby Ward	021 0901 4149	sarah.brunton@ccc.govt.nz	PO Box 73022, Christchurch 8154
Members			
Debbie Mora Halswell Ward	021 371 9687	debbie.mora@ccc.govt.nz	PO Box 73022, Christchurch 8154
Cody Cooper Hornby Ward	021 501 087	cody.cooper@ccc.govt.nz	PO Box 73022, Christchurch 8154
Helen Broughton Riccarton Ward	027 640 4935	helen.broughton@ccc.govt.nz	PO Box 73022, Christchurch 8154
Joseph Fullerton Riccarton Ward	021 038 7332	joseph.fullerton@ccc.govt.nz	PO Box 73022, Christchurch 8154
Councillor Appointees			
Andrei Moore Halswell Ward	027 632 5823	andrei.moore@ccc.govt.nz	PO Box 73022, Christchurch 8154
Mark Peters Hornby Ward	028 409 5615	mark.peters@ccc.govt.nz	PO Box 73016, Christchurch 8154
Tyla Harrison-Hunt Riccarton Ward	021 276 7682	tyla.harrisonhunt@ccc.govt.nz	PO Box 73016, Christchurch 8154

Waipapa Papanui-Innes-Central Community Board

	Phone	Email	Postal Address
Chairperson			
Sunita Gautam Central Ward	021 0243 5756	sunita.gautam@ccc.govt.nz	PO Box 73024, Christchurch 8154
Deputy Chairperson			
Simon Britten Papanui Ward	027 787 5241	simon.britten@ccc.govt.nz	PO Box 73024, Christchurch 8154
Members			
John Miller Central Ward	027 331 1078	john.miller@ccc.govt.nz	PO Box 73024, Christchurch 8154
Mike Davidson Innes Ward	027 427 9565	mike.davidson@ccc.govt.nz	PO Box 73024, Christchurch 8154
Emma Twaddell Innes Ward	027 288 6334	emma.twadell@ccc.govt.nz	PO Box 73024, Christchurch 8154
Ashleigh Feary Papanui Ward	021 373 282	ashley.feary@ccc.govt.nz	PO Box 73024, Christchurch 8154
Councillor Appointees			
Jake McLellan Central Ward	027 844 0296	Jake.mclellan@ccc.govt.nz	PO Box 73016, Christchurch 8154
Victoria Henstock Papanui Ward	027 224 2075	Victoria.henstock@ccc.govt.nz	PO Box 73016, Christchurch 8154
Pauline Cotter Innes Ward	027 296 8811	pauline.cotter@ccc.govt.nz	PO Box 73016, Christchurch 8154

Waihoru Spreydon-Cashmere-Heathcote Community Board

	Phone	Email	Postal Address
Chairperson			
Keir Leslie Cashmere Ward	027 309 3322	keir.leslie@ccc.govt.nz	PO Box 73021, Christchurch 8154
Deputy Chairperson			
Sophie Bond Spreydon Ward	027 237 0569	sophie.bond@ccc.govt.nz	PO Box 73021, Christchurch 8154
Members			
Kate Hodgins Cashmere Ward	021 772929	lee.sampson@ccc.govt.nz	PO Box 73021, Christchurch 8154
Will Hall Heathcote Ward	021 674 255	will.hall@ccc.govt.nz	PO Box 73021, Christchurch 8154
Tim Lindley Heathcote Ward	021 707 198	tim.lindley@ccc.govt.nz	PO Box 73021, Christchurch 8154
Roy Kenneally Spreydon Ward	021 889 199	roy.kenneally@ccc.govt.nz	PO Box 73021, Christchurch 8154
Councillor Appointees			
Tim Scandrett Cashmere Ward	027 693 5155	tim.scandrett@ccc.govt.nz	PO Box 73016, Christchurch 8154
Nathaniel Herz Jardine Heathcote Ward	022 4165 925	nathaniel.herzjardine@ccc.govt.nz	PO Box 73016, Christchurch 8154
Melanie Coker Spreydon Ward	021 156 9281	melanie.coker@ccc.govt.nz	PO Box 73016, Christchurch 8154

Appendix 2

Customer Service Hubs – opening hours

Service Centre	Address	Business hours
Akaroa	78 Rue Lavaud PO Box 73028, Akaroa 7520	Mon-Fri, 10am–2pm
Beckenham	75 Lyttelton Street, Somerfield PO Box 73021, Christchurch 8024 Pioneer Recreation and Sports Centre	Mon-Fri, 9am–5pm Temporary location
Te Hononga: Civic	53 Hereford Street PO Box 73012, Christchurch Central Te Hononga Civic Offices	Mon-Fri, 8am–5pm
Fendalton	4 Jeffreys Rd, Fendalton (Cnr Jeffreys and Clyde roads) PO Box 73020, Christchurch 8154 Fendalton Library	Mon-Fri, 9am–5pm
Matatiki: Hornby	25 Smarts Road, Hornby PO Box 73045 Christchurch 8042 Hornby Library	Mon-Fri, 9am–5pm
Linwood	Eastgate Mall 1st Floor (Cnr Buckley's Road and Linwood Ave) PO Box 73025, Christchurch 8062 Linwood Library	Mon-Fri, 9am–5pm
Little River	4236 Christchurch Akaroa Rd RD 1, Little River 7591 Little River Library	Mon-Fri, 8.30am–12.30pm and 1.30pm–4.30pm Closed 12.30pm–1.30pm
Lyttelton	18 Canterbury Street PO Box 73027, Christchurch 8154 Lyttelton Library	Mon-Fri, 10am–2pm
Papanui	5 Restell St, Papanui (Cnr Langdons Road and Restell Street) PO Box 73024, Christchurch 8154 Papanui Library	Mon-Fri, 9am–5pm
Rārākau: Riccarton	199 Clarence Street, Riccarton PO Box 73022, Christchurch 8154	Mon-Fri, 9am–5pm
Shirley	36 Marshland Rd, Shirley PO Box 73023, Christchurch 8154 Shirley Library	Mon-Fri, 9am–5pm
Te Hāpua: Halswell Centre	341 Halswell Road PO Box 73045, Christchurch 8154 Te Hāpua: Halswell Library	Mon-Fri, 9am–5pm

Appendix 3

Membership of committees, subcommittees, working parties, joint committees and groups, and community boards and their terms of reference and delegations as at March 2026

The Council's Delegations Register can be found on the Council's website: ccc.govt.nz/the-council/how-the-council-works/governance/register-of-delegations

The Council's committee structure, membership and terms of reference will be updated as required on the Council's website: ccc.govt.nz/the-council/how-the-council-works/council-committees

The Mayor exercised his powers under Section 41A of the Local Government Act 2002 in establishing the committees of the territorial authority. In a memorandum to the 5 November 2025 Council meeting, he said:

"This memorandum is to confirm I am exercising my powers under Section 41A of the Local Government Act 2002 to establish committees of the Council. My committee structure is designed to ensure Council decision-making is managed efficiently and effectively.

I have established a Finance and Performance Committee as a "committee of the whole council" based on its proven effectiveness in previous triennials. This dedicated focus on financial oversight and performance monitoring has consistently delivered strong governance outcomes and enhanced transparency across our operations. By establishing this Committee, we ensure that critical financial matters, such as budgeting, fiscal strategy, and organisational performance, receive the concentrated attention they deserve. It also provides a clear structure for tracking progress against our strategic goals and maintaining accountability to our community.

To ensure we are well-positioned to address the growing volume of planning matters and respond effectively to ongoing government reforms, I have established a second "committee of the whole council" dedicated specifically to policy and planning decisions: the Policy and Planning Committee. This new committee will provide the focused attention and strategic oversight required to navigate complex planning issues and legislative changes. With significant developments on the horizon, it's essential that we have a dedicated forum to guide our policy direction and ensure our planning frameworks are robust, responsive, and aligned with community needs.

The committee structure and membership have been developed following discussions with Councillors, with a clear aim: to ensure Councillors have the opportunity to make a meaningful and positive contribution in areas they are particularly passionate about or have expertise in. By aligning responsibilities with individual interests, we can harness the full breadth of experience and insight across the Council table.

Working groups, hearing panels, and subcommittees will be established on an as-needed basis throughout the triennium in addition to the formal committee structure. These bodies will be convened to address specific areas of work or emerging issues that require targeted focus, operational flexibility, and timely decision-making.

In accordance with our Policy for the Appointment and Remuneration of Directors to Council Organisations, I will also be inviting expressions of interest from Councillors over the coming week for appointments to a number of community organisations and entities. This process will further support Councillor engagement and ensure our external representation reflects both capability and commitment."

Committees and subcommittees of Council

Committee	Chair/Deputy Chair	Members
Audit and Risk Management Committee	Chairperson Mr Bruce Robertson (Independent) Deputy Chairperson Councillor Jake McLellan	Councillor Tyrone Fields Councillor Sam MacDonald Councillor Tim Scandrett Mrs Hilary Walton (External) Mr Michael Wilkes (External)
Chief Executive Performance and Employment Committee	Chairperson Mayor Phil Mauger Deputy Chairperson Councillor Pauline Cotter	Deputy Mayor Victoria Henstock Councillor Sam MacDonald Councillor Jake McLellan
Finance and Performance Committee	Chairperson Councillor Sam MacDonald Deputy Chairperson Councillor Jake McLellan	The Mayor, Deputy Mayor, and all Councillors
Insurance Subcommittee (reports to the Finance and Performance Committee)	Chairperson Councillor Kelly Barber Deputy Chairperson Councillor Tyla Harrison-Hunt	Councillor Mark Peters
Health, Safety and Wellbeing Committee	Chairperson Councillor Tim Scandrett Deputy Chairperson Councillor Kelly Barber	Councillor Melanie Coker Councillor Mark Peters Mr Chris Jones (External) Ms Helen Sadgrove (External)
Ōtākaro Avon River Corridor Committee	Chairperson TBC Deputy Chairperson TBC	The Mayor, Deputy Mayor and Councillor Kelly Barber; and Up to three representatives appointed by Te Ngāi Tūāhuriri Rūnanga, and the Te Ihutai Ahu Whenua Trust (MR900)
Policy and Planning Committee	Chairperson Deputy Mayor Victoria Henstock Deputy Chairperson Councillor Tyrone Fields	The Mayor, Deputy Mayor, and all Councillors
Te Hononga Council – Papatipu Rūnanga Committee	Co-Chairperson Mayor Phil Mauger Co-Chairperson Dr. Te Maire Tau	Deputy Mayor Victoria Henstock Councillor Pauline Cotter Councillor Celeste Donovan Councillor Tyrone Fields Councillor Tyla Harrison-Hunt The Chair of the Finance and Performance Committee or Deputy Chair of the Finance and Performance Committee (as alternate) The Chairperson (or alternate) of: <ul style="list-style-type: none"> • Te Rūnanga o Wairewa • Te Ngāi Tūāhuriri Rūnanga • Te Rūnanga o Koukourārata • Te Taumutu Rūnanga • Te Hapū o Ngāti Wheke • Ōnuku Rūnanga

Joint committees of Council

Committee	Members
Canterbury Regional Landfill Joint Committee	Councillors Kelly Barber, Mark Peters and Tim Scandrett A member from each of the following District Councils: <ul style="list-style-type: none"> • Ashburton District Council • Hurunui District Council • Selwyn District Council
Canterbury Waste Joint Committee	Councillors Kelly Barber, Mark Peters and Tim Scandrett A member from each of the following: <ul style="list-style-type: none"> • Ashburton District Council • Environment Canterbury • Hurunui District Council • Kaikoura District Council • Mackenzie District Council • Selwyn District Council • Timaru District Council • Waimate District Council
Central Plains Water Joint Committee	Councillors Pauline Cotter and Mark Peters Two members from the Selwyn District Council
Greater Christchurch Partnership Committee	The Mayor, Deputy Mayor and Councillor Tyla Harrison Hunt Interim Chair – Non-Voting Member James Caygill Mana Whenua – Dr Te Maire Tau, Tania Wati, and Gail Gordon Environment Canterbury – Chair Dr Deon Swiggs, Councillors Joe Davies and Nettles Lamont Selwyn District Council – Mayor Lydia Gliddon, Deputy Mayor Big Red Shefford and Councillor Sophie McInnes Waimakariri District Council – Mayor Dan Gordon, Deputy Mayor Philip Redmond and Councillor Niki Mealings Health – Dr Anna Stevenson
Sister City Committees	Christchurch-Adelaide Sister City Committee: Councillor Pauline Cotter. Christchurch-England UK Sister City Committee: Councillor David Cartwright. Christchurch-Kurashiki Sister City Committee: Councillor Melanie Coker. Christchurch-Seattle Sister City Committee: Councillor Yani Johanson.
Summit Road Protection Authority	Councillor Nathaniel Herz Jardine Community Board Member Nigel Millar Summit Road Society Inc Nominee Sarah Barnsley

Joint committees of Council cont'd

Committee	Members
Summit Road Protection Authority Advisory Committee	<p>Councillor Nathaniel Herz Jardine Community Board Member Nigel Millar Summit Road Society Inc Nominee Paula Jameson Rūnanga Nominee Hana Walton Minister of Conservation Nominee Abby Lawrence Environment Canterbury Nominee Johannes Welsch Selwyn District Council Nominee Sarah Barnsley Landowner Nominee Peter Graham Landowner Nominee Denis Aldridge Open Space and Parks Management Expert Paul Devlin</p>
Whakawhanake Kāinga Komiti	<p>The Mayor, Deputy Mayor and Councillor Tyla Harrison Hunt The Minister of Housing The Minister of Local Government Representatives from the following:</p> <ul style="list-style-type: none"> • Mana Whenua • Environment Canterbury • Selwyn District Council • Waimakariri District Council • Health

Working Groups

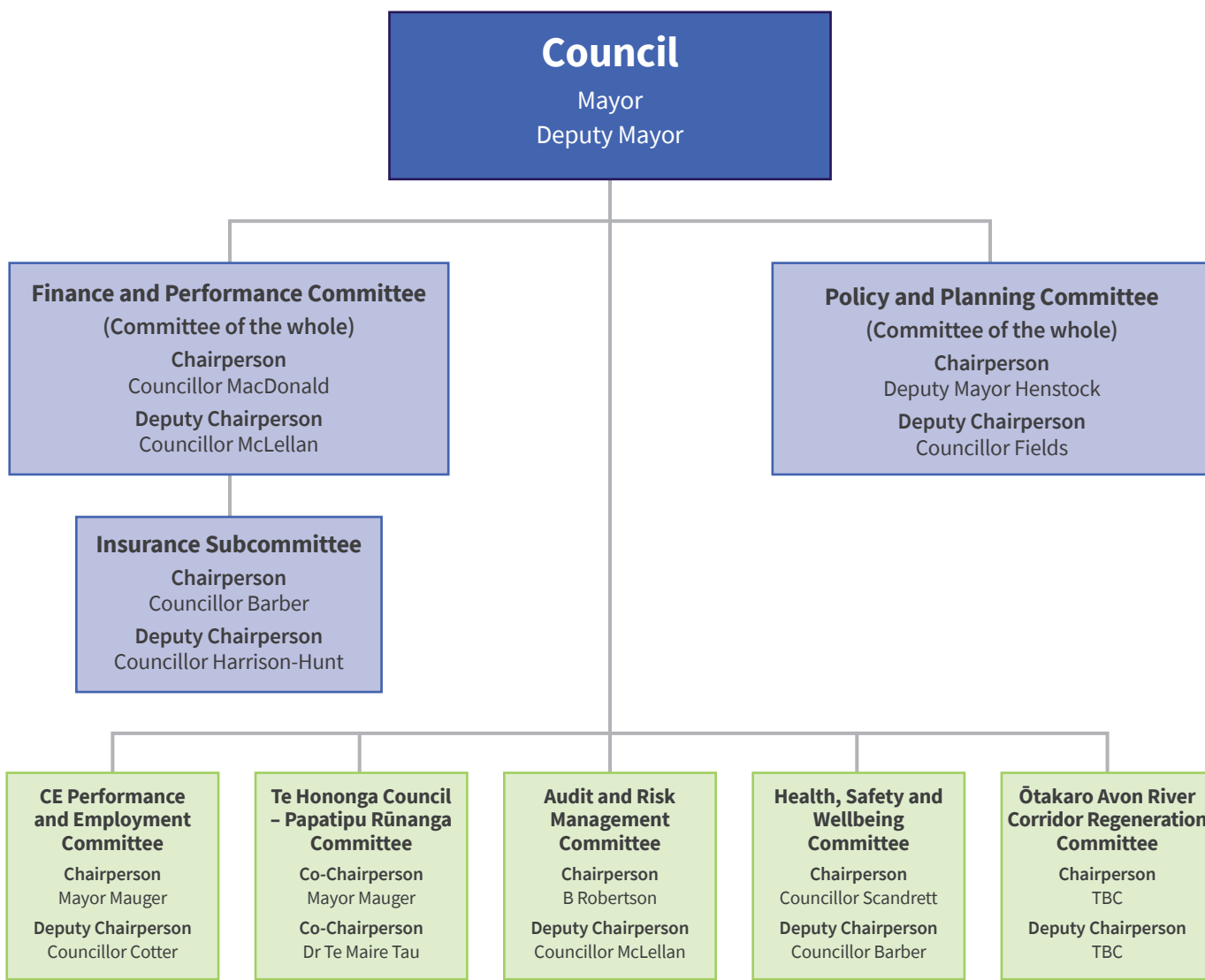
Working Groups may be established, as needed, to address special or particular issues, and report directly to Council or the relevant committee. Working Groups will be oriented to be “task and finish”, with a definitive sunset provision. The purpose of a working group is to bring together membership to work on a specific topic in order to achieve a set objective. The Group will then report their findings to the appropriate committee, or to Council, as the case may be. They will not be delegated decision-making powers.

Hearings Panel Committee

The Mayor, Deputy Mayor, Councillors and Community Board Members are all eligible to be part of Hearings Panels to hear matters arising. Hearings Panels are composed as required by those with the delegation as set out in the [Register of Delegations \(Part B – Sub-Part 3\)](#)¹⁶

¹⁶ ccc.govt.nz/assets/Documents/The-Council/How-the-Council-works/Delegations-Register/Delegations-Register.pdf

2025-2028 Christchurch City Council Committee Structure



- Committees established by Mayor (S41A)
- Committees not discharged from 2022–2025 Term

Committee Terms of Reference

For Committees of the Whole, Standing Committees, Committees, Working Groups and Subcommittees

Finance and Performance Committee of the Whole – Terms of Reference / Ngā Ārahina Mahinga	35
Policy and Planning Committee of the Whole – Terms of Reference / Ngā Ārahina Mahinga	37
Insurance Subcommittee – Terms of Reference / Ngā Ārahina Mahinga	39
Audit and Risk Management Committee – Terms of Reference / Ngā Ārahina Mahinga	40
Health, Safety and Wellbeing Committee – Terms of Reference / Ngā Ārahina Mahinga	43
Ōtākaro Avon River Corridor Regeneration Committee - Terms of Reference / Ngā Ārahina Mahinga	45
Chief Executive and Employment Committee – Terms of Reference / Ngā Ārahina Mahinga	49
Te Hononga Council – Papatipu Rūnanga Committee – Terms of Reference / Ngā Ārahina Mahinga	50

Finance and Performance Committee of the Whole – Terms of Reference / Ngā Ārahina Mahinga

Chair	Councillor MacDonald
Deputy Chair	Councillor McLellan
Membership	The Mayor and all councillors are members of this committee
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Monthly
Reports To	Council

Delegations

The Council delegates to the Finance and Performance Committee authority to oversee and make decisions on the following matters:

Capital Programme and operational expenditure

- Monitoring the delivery of the Council's Capital Programme and associated operational expenditure, including inquiring into any material discrepancies from planned expenditure.
- Approving amendments to the Capital Programme outside the Long Term Plan or Annual Plan processes.
- Approving Capital Programme investment cases, and associated operational expenditure, as agreed in the Council's Long Term Plan.
- Approving any capital or other carry forward requests and the use of operating surpluses.
- Approving the procurement plans (where applicable), preferred supplier, and contracts for all capital expenditure where the value of the contract exceeds \$15 Million (noting that the Committee may sub delegate authority for approval of the preferred supplier and /or contract to the Chief Executive conditional on compliance with the procurement plan strategy).
- Approving the procurement plans (where applicable), preferred supplier, and contracts, for all operational expenditure where the value of the contract exceeds \$10 Million (noting that the Committee may sub delegate authority for approval of the preferred supplier and/or contract to the Chief Executive conditional on compliance with the procurement plan strategy).

Non-financial performance

- Reviewing the delivery of services under s17A.
- Amending levels of service targets, unless the decision is precluded under section 97 of the Local Government Act 2002.

- Exercising all of the Council's powers under section 17A of the Local Government Act 2002, relating to service delivery reviews and decisions not to undertake a review.

Council Controlled Organisations

- Monitoring the financial and non-financial performance of the Council and Council Controlled Organisations.
- Making governance decisions related to Council Controlled Organisations under sections 65 to 72 of the Local Government Act 2002.
- Exercising the Council's powers directly as the shareholder, or through CCHL, or in respect of an entity (within the meaning of section 6(1) of the Local Government Act 2002) in relation to:
 - (without limitation) the modification of constitutions and/or trust deeds, and other governance arrangements, granting shareholder approval of major transactions, appointing directors or trustees, and approving policies related to Council Controlled Organisations; and
 - in relation to the approval of Statements of Intent and their modification (if any).

Development Contributions

- Exercising all of the Council's powers in relation to development contributions, other than those delegated to the Chief Executive and Council officers as set out in the Council's Delegations Register.

Property

- Purchasing or disposing of property where required for the delivery of the Capital Programme, in accordance with the Council's Long Term Plan, and where those acquisitions or disposals have not been delegated to another decision-making body of the Council or staff.

Committees cont'd

Loans and debt write-offs

- Approving debt write-offs where those debt write-offs are not delegated to staff.
- Approving amendments to loans, in accordance with the Council's Long Term Plan.

Insurance

- All insurance matters, including considering legal advice from the Council's legal and other advisers, approving further actions relating to the issues, and authorising the taking of formal actions (Sub-delegated to the Insurance Subcommittee as per the Subcommittees Terms of Reference).

Annual Plan and Long Term Plan

- Providing oversight and monitoring development of the Long Term Plan (LTP) and Annual Plan.

Submissions

- The Council delegates to the Committee authority:
 - To consider and approve draft submissions on behalf of the Council on topics within its terms of reference. Where the timing of a consultation does not allow for consideration of a draft submission by the Council or relevant Committee, that the draft submission can be considered and approved on behalf of the Council

Limitations

The general delegations to this Committee exclude any specific decision-making powers that are delegated to a Community Board, another Committee of Council or Joint Committee. Delegations to staff are set out in the delegations register.

The Council retains the authority to adopt policies, strategies and bylaws.

The following matters are prohibited from being subdelegated in accordance with LGA 2002 Schedule 7 Clause 32(1):

- the power to make a rate; or
- the power to make a bylaw; or
- the power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term plan; or
- the power to adopt a Long Term Plan, Annual Plan, or Annual Report; or
- the power to appoint a chief executive; or
- the power to adopt policies required to be adopted and consulted on under this Act in association with the Long Term Plan or developed for the purpose of the local governance statement; or
- the power to adopt a remuneration and employment policy.

Chairperson may refer urgent matters to the Council

As may be necessary from time to time, the Committee Chairperson is authorised to refer urgent matters to the Council for decision, where this Committee would ordinarily have considered the matter. In order to exercise this authority:

- The Democratic Services Advisor must inform the Chairperson in writing the reasons why the referral is necessary.
- The Chairperson must then respond to the Democratic Services Advisor in writing with their decision.

If the Chairperson agrees to refer the report to the Council, the Council may then assume decision-making authority for that specific report.

Urgent matters referred from the Council

As may be necessary from time to time, the Mayor is authorised to refer urgent matters to this Committee for decision, where the Council would ordinarily have considered the matter, except for those matters listed in the limitations above.

In order to exercise this authority:

- The Democratic Services Advisor must inform the Mayor and Chief Executive in writing the reasons why the referral is necessary.
- The Mayor and Chief Executive must then respond to the Democratic Services Advisor in writing with their decision.

If the Mayor and Chief Executive agree to refer the report to the Committee, the Committee may then assume decision-making authority for that specific report.

Policy and Planning Committee of the Whole – Terms of Reference / Ngā Ārahina Mahinga

Chair	Councillor MacDonald
Deputy Chair	Councillor McLellan
Membership	The Mayor and all councillors are members of this committee
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Monthly
Reports To	Council

Purpose

The Policy and Planning Committee oversees the development, review, implementation and adoption (where delegated) of Council strategies, policies, and plans ensuring they align with the Council's long-term strategies and comply with the Local Government Act 2002 (LGA 2002), Resource Management Act 1991 (and any replacement Act), and other relevant legislation.

Delegations

The Council delegates to the Policy and Planning Committee authority to oversee and make decisions on:

- Council's strategies, policies, plans, and other approvals, including, but not limited to:
 - Plans under the Resource Management Act 1991 and any replacement legislation;
 - Strategic and spatial planning beyond statutory plans, including plans prepared at a regional, greater Christchurch, or local level;
 - Climate change resilience and planning;
 - Transport strategies and policies;
 - Other relevant strategies and policies not delegated to other Council committees.
- The Bylaw Review programme, including the review or amendment of bylaws, the development of new bylaws and any bylaw revocations, up to the point where they are ready for public consultation. Noting that the LGA 2002 Schedule 7 Clause 32(1) identifies that Council cannot delegate the power to make a bylaw.
- Leases, licences, easements and revocations held or managed under the Reserves Act 1977.
- Council's involvement in central government strategies, plans or initiatives that impact on Christchurch.

Where the Council cannot delegate policy or bylaw adoption under LGA 2002 Schedule 7 Clause 32(1), the Policy and Planning Committee will oversee its development and review prior to the Council's adoption.

Submissions

The Council delegates to the Committee authority:

- To consider and approve draft submissions on behalf of the Council on topics within its terms of reference. Where the timing of a consultation does not allow for consideration of a draft submission by the Council or relevant Committee, that the draft submission can be considered and approved on behalf of the Council.

Limitations

The general delegations to this Committee exclude any specific decision-making powers that are delegated to a Community Board, another Committee of Council or Joint Committee. Delegations to staff are set out in the delegations register.

The following matters are prohibited from being subdelegated in accordance with LGA 2002 Schedule 7 Clause 32(1):

- the power to make a rate; or
- the power to make a bylaw; or
- the power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan; or
- the power to adopt a Long Term Plan, Annual Plan, or Annual Report; or
- the power to appoint a chief executive; or
- the power to adopt policies required to be adopted and consulted on under this Act in association with the Long Term Plan or developed for the purpose of the local governance statement; or
- the power to adopt a remuneration and employment policy.

Committees cont'd

Chairperson may refer urgent matters to the Council or the Finance and Performance Committee of the Whole

As may be necessary from time to time, the Committee Chairperson is authorised to refer urgent matters to the Council or to the Finance and Performance Committee for decision, where this Committee would ordinarily have considered the matter. In order to exercise this authority:

- The Democratic Services Advisor must inform the Chairperson in writing the reasons why the referral is necessary.
- The Chairperson must then respond to the Democratic Services Advisor in writing with their decision.

If the Chairperson agrees to refer the report to the Council or Finance and Performance Committee, the Council or Finance and Performance Committee may then assume decision-making authority for that specific report.

Urgent matters referred from the Council

As may be necessary from time to time, the Mayor is authorised to refer urgent matters to this Committee for decision, where the Council would ordinarily have considered the matter, except for those matters listed in the limitations above.

In order to exercise this authority:

- The Democratic Services Advisor must inform the Mayor and Chief Executive in writing the reasons why the referral is necessary.
- The Mayor and Chief Executive must then respond to the Democratic Services Advisor in writing with their decision.

If the Mayor and Chief Executive agrees to refer the report to the Committee, the Committee may then assume decision-making authority for that specific report.



Insurance Subcommittee – Terms of Reference / Ngā Ārahina Mahinga

Chair	Councillor Barber
Deputy Chair	Councillor Harrison-Hunt
Membership	Councillor Peters
Quorum	Two.
Meeting Cycle	Twice yearly and as required
Reports To	Finance and Performance Committee of the Whole

Responsibilities and Delegations

- Oversee the conduct and progress of the ongoing review of the Council's 2010/11 insurance portfolio and progress any associated actions.
- Oversee the conduct and progress of any significant claim processes.
- Make all decisions including final decisions, with full delegation to progress and settle all significant claims.
- Report back to the next practicable Finance and Performance Committee or Council meeting on any final resolutions.
- Power to sub-delegate any of these responsibilities or delegations to Subcommittee Members and/or Council Officers, including settlement and final decisions.

Audit and Risk Management Committee – Terms of Reference / Ngā Ārahina Mahinga

Chair	Mr Bruce Robertson (Independent)
Deputy Chair	Councillor McLellan
Membership	Councillor Fields Councillor MacDonald Councillor Scandrett External Members Mrs Hilary Walton Mr Michael Wilkes
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Quarterly and as required
Reports To	Council

Purpose

To assist the Council to discharge its responsibility to exercise due care, diligence and skill in relation to the oversight of:

- the robustness of the internal control framework;
- the integrity and appropriateness of external reporting, and accountability arrangements within the organisation for these functions;
- the robustness of risk management systems, process and practices;
- internal and external audit;
- accounting policy and practice;
- compliance with applicable laws, regulations, standards and best practice guidelines for public entities; and
- the establishment and maintenance of controls to safeguard the Council's financial and nonfinancial assets.

The foundations on which this Committee operates, and as reflected in this Terms of Reference, includes: independence; clarity of purpose; competence; open and effective relationships and no surprises approach.

Procedure

- In order to give effect to its advice the Committee should make recommendations to the Council and to Management.
- The Committee should meet the internal and the external auditors without Management present as a standing agenda item at each meeting where external reporting is approved, and at other meetings if requested by any of the parties.

- The external auditors, the internal audit manager and the co-sourced internal audit firm should meet outside of formal meetings as appropriate with the Committee Chair.
- The Committee Chair will meet with relevant members of Management before each Committee meeting and at other times as required.

Responsibilities

Internal Control Framework

- Consider the adequacy and effectiveness of internal controls and the internal control framework including overseeing privacy and cyber security.
- Enquire as to the steps management has taken to embed a culture that is committed to probity and ethical behaviour.
- Review the processes or systems in place to capture and effectively investigate fraud or material litigation should it be required.
- Seek confirmation annually and as necessary from internal and external auditors, attending Councillors, and management, regarding the completeness, quality and appropriateness of financial and operational information that is provided to the Council.

Risk Management

- Review and consider Management's risk management framework in line with Council's risk appetite, which includes policies and procedures to effectively identify, treat and monitor significant risks, and regular reporting to the Council.
- Assist the Council to determine its appetite for risk.

- Review the principal risks that are determined by Council and Management, and consider whether appropriate action is being taken by management to treat Council's significant risks. Assess the effectiveness of, and monitor compliance with, the risk management framework.
- Consider emerging significant risks and report these to Council where appropriate.

Internal Audit

- Review and approve the annual internal audit plan, such plan to be based on the Council's risk framework. Monitor performance against the plan at each regular quarterly meeting.
- Monitor all internal audit reports and the adequacy of management's response to internal audit recommendations.
- Review six monthly fraud reporting and confirm fraud issues are disclosed to the external auditor.
- Provide a functional reporting line for internal audit and ensure objectivity of internal audit.
- Oversee and monitor the performance and independence of internal auditors, both internal and co-sourced. Review the range of services provided by the co-sourced partner and make recommendations to Council regarding the conduct of the internal audit function.
- Monitor compliance with the delegations policy.

External Reporting and Accountability

- Consider the appropriateness of the Council's existing accounting policies and practices and approve any changes as appropriate.
- Contribute to improve the quality, credibility and objectivity of the accounting processes, including financial reporting.
- Consider and review the draft annual financial statements and any other financial reports that are to be publicly released, make recommendations to Management.
- Consider the underlying quality of the external financial reporting, changes in accounting policy and practice, any significant accounting estimates and judgements, accounting implications of new and significant transactions, management practices and any significant disagreements between Management and the external auditors, the propriety of any related party transactions and compliance with applicable New Zealand and international accounting standards and legislative requirements.

- Consider whether the external reporting is consistent with Committee members' information and knowledge and whether it is adequate for stakeholder needs.
- Recommend to Council the adoption of the Financial Statements and Reports and the Statement of Service Performance and the signing of the Letter of Representation to the Auditors by the Mayor and the Chief Executive.
- Enquire of external auditors for any information that affects the quality and clarity of the Council's financial statements, and assess whether appropriate action has been taken by management.
- Request visibility of appropriate management signoff on the financial reporting and on the adequacy of the systems of internal control; including certification from the Chief Executive, the Chief Financial Officer and the General Manager Corporate Services that risk management and internal control systems are operating effectively;
- Consider and review the Long Term and Annual Plans before adoption by the Council. Apply similar levels of enquiry, consideration, review and management sign off as are required above for external financial reporting.
- Review and consider the Summary Financial Statements for consistency with the Annual Report.

External Audit

- Annually review the independence and confirm the terms of the audit engagement with the external auditor appointed by the Office of the Auditor General. Including the adequacy of the nature and scope of the audit, and the timetable and fees.
- Review all external audit reporting, discuss with the auditors and review action to be taken by management on significant issues and recommendations and report to Council as appropriate.
- The external audit reporting should describe: Council's internal control procedures relating to external financial reporting, findings from the most recent external audit and any steps taken to deal with such findings, all relationships between the Council and the external auditor, Critical accounting policies used by Council, alternative treatments of financial information *within Generally Accepted Accounting Practice that have been discussed with Management, the ramifications of these treatments and the treatment preferred by the external auditor.*
- Ensure that the lead audit engagement and concurring audit directors are rotated in accordance with best practice and NZ Auditing Standards.

Committees cont'd

Compliance with Legislation, Standards and Best Practice Guidelines

- Review the effectiveness of the system for monitoring the Council's compliance with laws (including governance legislation, regulations and associated government policies), with Council's own standards, and Best Practice Guidelines.

Appointment of Independent Members

- Identify skills required for Independent Members of the Audit and Risk Management Committee. Appointment panels will include the Mayor or Deputy Mayor, Chair of Finance and Performance Committee and Chair of Audit and Risk Management Committee. Council approval is required for all Independent Member appointments.

- The term of the Independent members should be for three years. (It is recommended that the term for independent members begins on 1 April following the Triennial elections and ends 31 March three years later. Note the term being from April to March provides continuity for the committee over the initial months of a new Council.)
- Independent members are eligible for re-appointment to a maximum of two terms. By exception the Council may approve a third term to ensure continuity of knowledge.

Long Term Plan Activities

- Consider and review the Long Term and Annual Plans before adoption by the Council. Apply similar levels of enquiry, consideration, review and management sign off as are required above for external financial reporting.



Health, Safety and Wellbeing Committee – Terms of Reference / Ngā Ārahina Mahinga

Chair	Councillor Scandrett
Deputy Chair	Councillor Barber
Membership	Councillor Coker Councillor Peters External Members: Mr Chris Jones Ms Helen Sadgrove
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Quarterly
Reports To	Council

Purpose

Maintain and continually improve Health, Safety & Wellbeing by promoting consultation, cooperation and coordination between Management and Council. Ensuring active engagement in the ongoing development of a health, safety and wellbeing programmes.

Objective

The role of the Health, Safety and Wellbeing Committee of Council (Committee) is to assist Council to provide leadership in discharging its health and safety management responsibilities within the organisation.

Secretarial and Meetings

- The committee may have in attendance such members of management, including the Chief Executive and such other persons as it considers necessary to provide appropriate information and explanations.
- Meetings shall be held at least quarterly. Further meetings will be arranged on an as-needed basis.
- The Chair of the Committee will report all recommendations, key issues and findings to the Council.

Responsibilities

- To assist the Council in discharging its due diligence responsibilities as a Person Conducting a Business or Undertaking (PCBU), by taking reasonably practicable steps to understand the health and safety risks, and ensure that they are managed so that the organisation meets its legal obligations. Review and monitor the robustness of the organisation's health, safety and wellbeing risk management framework.
- Review and monitor the robustness of the organisation's health, safety and wellbeing risk management framework.

- Seek assurance that the organisation is effectively structured to manage health and safety risks.
- Review progress with completion of organisational Health and Safety Plan objectives.
- Monitor compliance with policies and relevant legislation.
- Seek assurance that systems used to identify and manage health and safety hazards and risk are fit for purpose, effectively implemented, regularly reviewed and continuously improved.
- Ensure that the Council is properly and regularly informed and updated on matters relating to health and safety risks.
- Enquire as to the steps management have taken to embed a proactive culture through engagement with workers and provide reasonable opportunities for workers to participate in health, safety & wellbeing.
- Seek assurance that Council are working in partnership so far as reasonably practical with other PCBU's as a primary duty of care to ensure the health and safety of workers.
- Seek advice periodically from internal and external auditors regarding the effectiveness and completeness of the health and safety systems.
- Ensure management are keeping the Committee fully apprised of all independent sources of assurance, via the health and safety framework including any internal or external audits undertaken.
- Consider whether appropriate actions are being taken by management to mitigate Council's significant health and safety risks.
- Ensure that management is kept apprised of the Council's governance body's views on health and safety issues.
- Any other duties and responsibilities that have been assigned to it from time to time by the Council.

Committees cont'd

Appointment Process for External Members

Principles

The following principles guide the appointment process for External Members of the Committee:

- The Head of Human Resources will provide candidates to the Chief Executive and GM Resources/CFO for consideration.
- The Chair of the Committee and Chief Executive will endorse the nominations, if appropriate.

Candidates will be contacted at the appropriate time to confirm their willingness to serve for the term for which External Members are appointed as set out below. If they are willing to serve, independence and confidentiality requirements and a background check will be conducted. They will also be informed of Council policies.

The Chair of the Committee and the Health and Safety Manager or Head of Human Resources will review the candidates to develop a shortlist by assessing the following:

- Professional credentials and relevant experience
- Their understanding of current Health and Safety legislative requirements
- Experience with prevention, and response to compliance risks; education, auditing and monitoring concepts
- Experience overseeing or assessing the performance of organisations with respect to their health and safety compliance or risk function
- Understanding implications for compliance and culture in a changing regulatory environment
- Potential conflicts for the candidate
- Affiliations or connections with the Council and its related entities
- Reference and background check reports

The results of the review of the candidates will be reported to the Committee's External Members Appointments Panel, who will select from the shortlist which External Members are appointed to the Committee.

Term

- External Members of the Committee will be appointed for a term of three years (subject to the terms their contract and the Council failing to resolve anything that would by implication necessarily shorten that term). The term for External Members shall, unless the Chief Executive specifies otherwise, begin on 1 April following the Triennial elections and end on 31 March three years later to provide continuity for the Committee over the initial months of a new Council.
- External Members are eligible for re-appointment by the Committee's External Members Appointments Panel for one further term. However, the Council may approve the reappointment of External Members for any number of subsequent terms to ensure continuity of knowledge.

Delegations

External Members Appointments Panel:

- The Committee delegates to its External Members Appointments Panel (Panel) the authority to consider shortlisted candidates for appointment as the External Members of the Committee and to appoint two External Members.
- The Chair of the Panel shall be the Chair of the Committee, and the further members of the Panel shall be the elected members of the Committee.
- The quorum of the Panel shall be half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.

Ōtākaro Avon River Corridor Regeneration Committee - Terms of Reference / Ngā Ārahina Mahinga

Chair	To be elected from within the Committee
Deputy Chair	To be elected from within the Committee
Membership	Up to three representatives appointed by Te Ngāi Tūāhuriri Rūnanga, and the Te Ihutai Ahu Whenua Trust (MR900) and up to three Council representatives, including the Mayor and Deputy Mayor and one of the councillors who represents the Ōtākaro Avon River Corridor local communities. Noting that the number of appointees from Council will be equal in number to the number of appointees representing both Ngāi Tūāhuriri and the Te Ihutai Ahu Whenua Trust combined.
Quorum	Four members of the Committee, or a majority
Meeting Cycle	Quarterly (4 per calendar year)
Reports To	Council

Introduction

The September 2010 and February 2011 earthquakes severely affected the Ōtākaro Avon River and surrounding area. A Regeneration Plan was developed following extensive community and stakeholder engagement. The Council is working on the delivery of the Regeneration Plan in partnership with Te Ngāi Tūāhuriri Rūnanga and the Te Ihutai Ahu Whenua Trust. A partnership approach to the development of the Ōtākaro Avon River Corridor (OARC) acknowledges Ngāi Tūāhuriri as mana whenua of the OARC and enables Ngāi Tūāhuriri to exercise its rangatiratanga as recognised in the Ngāi Tahu Claims Settlement Act 1998. Te Ihutai Ahu Whenua Trust represents the descendants of the original owners of Te Ihutai Māori Reserve (MR900).

Purpose

The purpose of the Ōtākaro Avon River Corridor (OARC) Regeneration Committee is to provide governance for the implementation of the OARC Regeneration Programme to ensure the ecological, cultural, social and economic benefits of the OARC, and to protect and secure the environmental integrity and the health of the OARC's mahinga kai and awa.

Functions

The OARC Regeneration Committee will hold the following functions in relation to the OARC:

Strategic direction

- Provide strategic direction, leadership and decision-making (where delegated) to oversee implementation of the OARC Regeneration Programme.
- Foster and facilitate a collaborative approach to achieve shared outcomes.
- Ensure appropriate engagement and consultation has occurred with communities and organisations.
- Provide input into and confirm draft Activity Management Plans for consideration by Council.

Monitoring performance and reporting

- Monitoring of the delivery of the work programme.
- Receive regular performance reports on the OARC Activity Plan.
- Receive regular updates on the delivery of the Fast-track Approvals Act Consent for implementing the OARC Regeneration Plan, and on the implementation of the Council's global stormwater discharge consent.
- Consider and advise Council on conflicts and risks to the progress of the OARC Regeneration Programme.
- Report to Council annually, or more frequently if required, on progress and decisions made.

Decision-making

All decisions must align with the OARC Assessment Framework (Appendix 1), Iwi Policy documents, Regeneration Plan, OARC Activity Plan and be consistent with the Council's obligations under the global stormwater discharge consent, the Christchurch District Plan, Council policy, national and regional policies and strategies, and legislation and the guiding documents in Appendix 2.

Decisions made under delegation must be within the budget set by the Council in the Long-Term Plan or Annual Plan.

The Council delegates to the OARC Regeneration Committee all of its responsibilities, duties and powers concerning the use of land within the OARC Development Plan geographical area, as defined in the District Plan, subject to exceptions/limitations listed in the Limits of Powers.

Committees cont'd

Limits of Powers

The OARC Regeneration Committee delegations expressly exclude any power, responsibility or duty for decisions listed below, however all of these matters may be recommended to the Council or the appropriate authority for a decision:

- Proposing permanent disposal of any land within the designated OARC area, including land-swaps.
- Requests to the Council's Chief Executive to investigate the merits of, and make a recommendation to Council on, a change to the District Plan for part or all of the OARC.
- Any proposal that part or all of the land be recognised as a strategic asset.
- Granting leases for use of specified parts of the OARC for terms beyond 35 years duration.
- Any decision that requires funding that has not been budgeted for in the Annual Plan or Long-Term Plan.

All of these matters may be recommended to the Council for a decision by the OARC Regeneration Committee.

Meetings and Membership

- The Committee will work to achieve consensus wherever possible, and work in a cooperative manner considering the interests of all sectors of the community.
- A Chairperson shall be elected from the Committee membership.
- The Committee will operate in accordance with the requirements of the Local Government Act 2002, Local Government Official Information and Meetings Act 1987, and Council Standing Orders will apply.
- All meetings will be advertised, and an agenda published.

Committee remuneration

- The participation of an elected member in the Committee is part of their remunerated role as a councillor or Mayor.
- Remuneration for rūnanga representatives will be set annually.

Support for the Committee

The Council and Whitiōra Centre Limited will provide support to the Committee including:

- An advisor from the Council and an advisor from Whitiōra as Principal Advisors.
- Relevant staff from across the Council will provide advice to the Committee.

Ōtākaro Avon River Corridor Regeneration Committee - Terms of Reference / Ngā Ārahina Mahinga

Appendix 1: Assessment Framework - The Rebuilding of Ka Whata Kai a Te Rakihouia (The Food Storehouse of Rakihouia)

In February 2025 the Council resolved to adopt the assessment framework. It is acknowledged that all projects and initiatives **must be** assessed via the framework before they can progress or be approved for implementation.

Item	Gateway One: Biophysical factors
a.	How does the project take an intergenerational view into account, including the long-term impacts of climate change?
b.	How does the project avoid risk to life, property and the built environment?
Item	Gateway Two: Ecological factors
c.	How does the project enhance peoples' capacity to engage in mahinga kai practices?
d.	How does the project contribute to, or enhance, the regeneration and reconstruction of the ecosystems as an interconnected mosaic in a way that represents the former delta?
Item	Gateway Three: Cultural and community factors
e.	How does the project enhance the connections that generations of communities hold to the area?
f.	How does the project test or provide innovative ideas or ways of living that may be transferred beyond the OARC, particularly relating to life on a floodplain?
g.	How do they support our local economy, either by attracting domestic and international visitors or by encouraging local manufacturing and innovation.
h.	How does the project support the growth of healthy communities, and encourage participation in recreation, leisure and learning?

Ōtākaro Avon River Corridor Regeneration Committee - Terms of Reference / Ngā Ārahina Mahinga

Appendix 2: Guiding documents

Iwi Policy Documents

These include Te Whakatau Kaupapa, the Mahaanui Iwi Management Plan 2013 and any successive position statements, policy statements or plans that may be prepared and mandated by Ngāi Tūāhuriri Rūnanga.

It is noted that the Mahaanui Iwi Management Plan includes specific policies for Ihutai, which includes the catchments of the Ōtākaro/Avon River and the Ōpāwaho/Heathcote River. These policies have guided development post-earthquake but will be succeeded by new policy and position statements which look beyond earthquake recovery to contemporary and future OARC issues and opportunities.

Ōtākaro Avon River Corridor Regeneration Plan

The ŌARC Regeneration Plan (August 2018) and the Christchurch District Plan together contribute to the strategic direction for the Corridor. The Regeneration Plan provides examples of preferred land uses, and the variability of land use in different reaches of the ŌARC. The Regeneration Plan centres on the awa/river and the vital role that the river plays within the Corridor and within the city. The plan emphasises a restored natural environment, and strengthened connection between people, the river and the land.

The Regeneration Plan requires the development of an Implementation Plan to provide greater certainty about the funding, sequencing and delivery of the Regeneration Plan, and ensure coherent and co-ordinated development of the ŌARC.

Christchurch District Plan

Section 13.14 of the Christchurch District Plan is particularly relevant. It defines the Specific Purpose (Ōtākaro Avon River Corridor) Zone, and provides objectives, policies, rules, standards and assessment criteria which seek to manage

activities in the Zone. It sets out specific provisions for each sub-area defined in the Development Plan in Appendix 13.14.6.1 of the District Plan.

Council's Ōtākaro Avon River Corridor Activity Plan

Regeneration will be delivered through significant investment in projects within the Corridor that include regenerative planting, tidal wetland development, long-term stop-bank construction, stormwater treatment facilities, bridges, landings, and walking and cycling corridors.

The Council has prepared an Ōtākaro Avon River Corridor Activity Plan in its Draft Annual Plan 2022-23 which describes capital projects that will be delivered through four other of Council's activity plans: Parks Activity Plan; Stormwater Drainage Activity Plan; Flood protection and Control works Activity Plan, and Transport Activity Plan.

The infrastructure and environmental investments identified within this Activity Plan will facilitate a broad range of uses and activities within the Corridor, generating significant social, ecological and economic benefits. Careful integrated planning and delivery of investment will be required to ensure the most beneficial and cost-effective implementation.

The Council Parks Unit is responsible for coordinating the cross-Council programme, reporting to the co-governance Establishment Committee and engaging with the community.

The success of the Activity Plan will be measured by the health of the river and the environment the restoration of mahinga kai; and present and future generations' enjoyment of the river and the corridor. The regeneration of the Ōtākaro Avon River Corridor is an opportunity for Ōtautahi Christchurch and Ngāi Tūāhuriri to demonstrate genuine co-governance, alongside innovative environmental leadership.

Chief Executive and Employment Committee – Terms of Reference / Ngā Ārahina Mahinga

Chair	The Mayor
Deputy Chair	Councillor Cotter
Membership	Deputy Mayor Henstock Councillor MacDonald Councillor McLellan
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd
Meeting Cycle	As required
Reports To	Council

Purpose

The purpose of the Committee is to enable the Council to meet its good employer obligations to its Chief Executive. These obligations, as well as those of the Chief Executive, are set out in the Local Government Act 2002, in employment law generally and in the Chief Executive's employment agreement.

Areas of Focus

The Committee acts for and advises the Council on all matters relating to the Chief Executive's employment including recruitment, remuneration, performance and relationship management.

Responsibilities and Delegations

- Recommend to Council for approval when required, a recruitment, selection and appointment process for a Chief Executive
- Oversee within the Council agreed process, Chief Executive recruitment and selection, and recommend candidates and proposed remuneration to Council for approval
- Conduct and complete a review of employment at least 6 months prior to the end of the Chief Executive's first term of employment (LGA 2002, Sch7, cl35) and recommend to Council whether or not the Chief Executive should be appointed for a second term of up to two years or that the position be declared vacant (LGA2002, Sch7, cl34)
- Negotiate an initial performance agreement, subsequent agreements and any variations with the Chief Executive and recommend to Council for approval
- Provide feedback and support to the Chief Executive and undertake performance reviews, all consistent with the process and timeline in the relevant performance agreement
- Report the outcome of the annual review of the Chief Executive's performance and make recommendations to Council on the outcome of that review for approval

- Review the Chief Executive's remuneration and package in accordance with the employment agreement and make recommendations to the Council for approval
- Provide updates on issues and progress to Council at other times and on request
- Engage relevant external advice including independent legal advice to assist the Committee with all or any of the matters within its delegations ensuring that such advisors are not otherwise contracted to Council for similar services
- Agree with the Chief Executive how the administration needs of the Committee will be met.

Limitations

The power to appoint a Chief Executive is one that is reserved for the Council to make and cannot be delegated (LGA 2002, Sch7, cl 32(1)(e)). The power to adopt a remuneration and employment policy also cannot be delegated by Council (LGA2002, Sch7, cl32(1)(h)).

Note: The following responsibility is removed from the Committee TOR and by default will now be a Council responsibility: Council remuneration and employment policy including the living wage.

Te Hononga Council Papatipu Rūnanga Committee – Terms of Reference / Ngā Ārahina Mahinga

Co-Chairs	Mayor Mauger and Dr Te Maire Tau
Membership	Deputy Mayor Henstock Councillor Cotter Councillor Donovan Councillor Fields Councillor Harrison-Hunt Chair of the Finance and Performance Committee or Deputy Chair of the Finance and Performance Committee (as alternate) The Chairperson (or alternate) of <ul style="list-style-type: none"> • Te Rūnanga o Wairewa • Te Ngāi Tūāhuriri Rūnanga • Te Rūnanga o Koukourāata • Te Taumutu Rūnanga • Te Hapū o Ngāti Wheke • Ōnuku Rūnanga
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Quarterly, with additional meetings as required
Reports To	Council

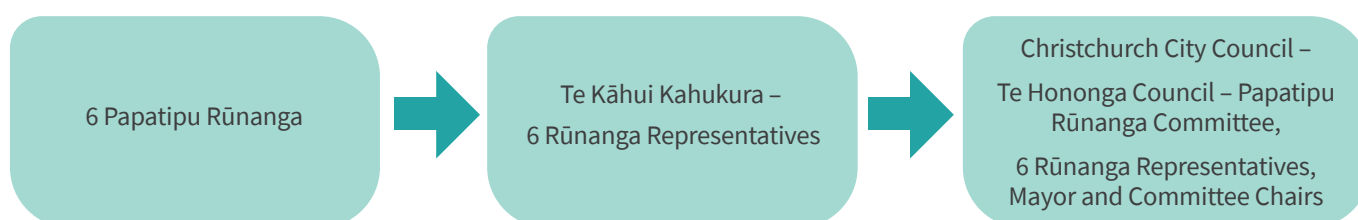
Context

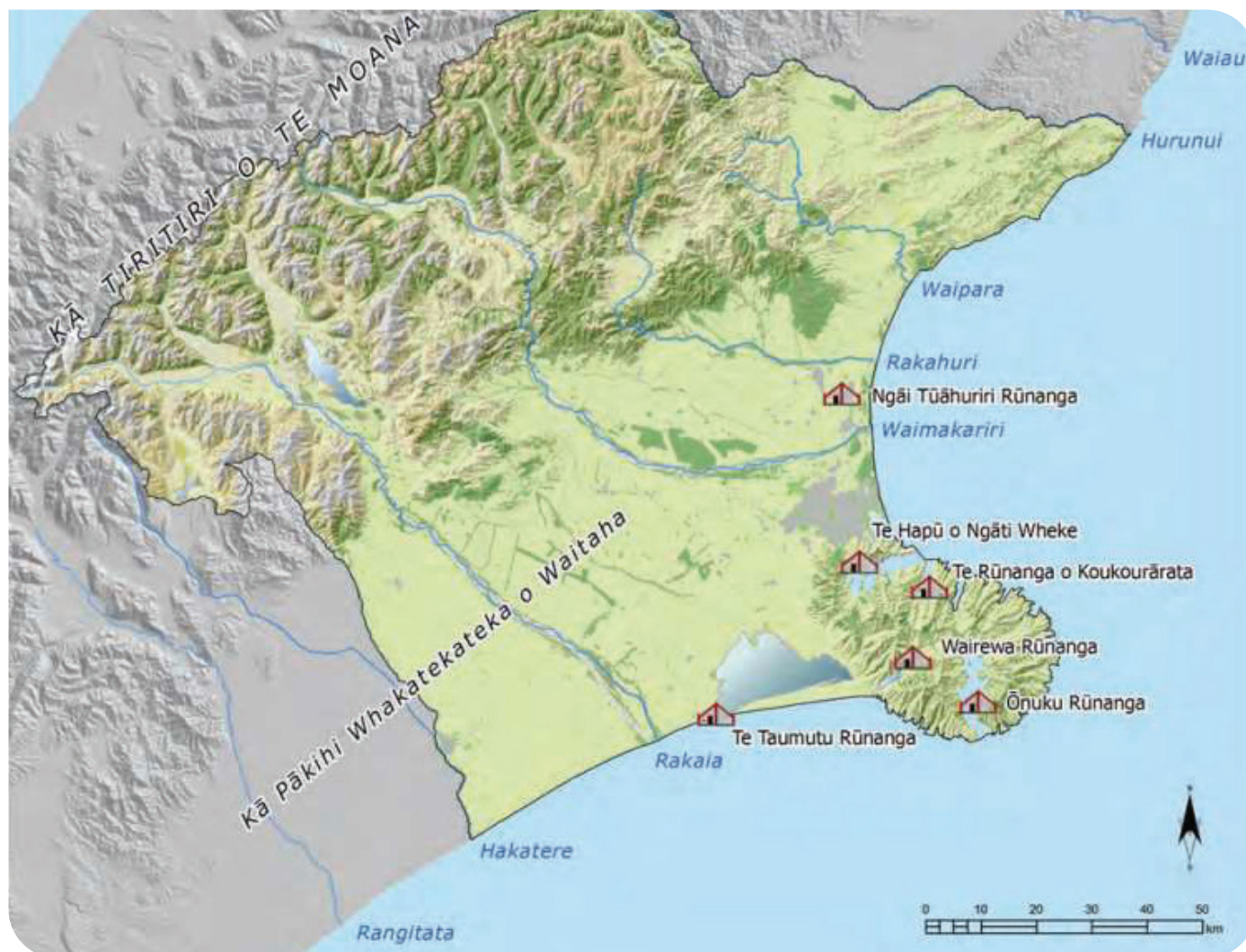
There are four Rūnanga whose takiwā or territories lie within the Christchurch City Council’s area of jurisdiction. Two, Te Taumutu Rūnanga and Te Ngāi Tūāhuriri Rūnanga, have boundaries that include Christchurch City but also extend beyond the City Council’s jurisdiction.

Representatives from each Rūnanga come together to form Te Kāhui Kahukura, a body which has the authority to exercise decision-making powers on behalf of Ngā Papatipu Rūnanga. Through its various regulatory functions, such as District Planning and others prescribed by the Resource Management Act, the Christchurch City Council has a direct relationship with Te Kāhui Kahukura.

In this context, the Christchurch City Council established Te Hononga Council – Papatipu Rūnanga Committee, which includes representatives from the Council and the six Rūnanga, to further enhance the relationship between the Council and Ngāi Tahu.

There are three intrinsic values which are fundamental to Ngā Papatipu Rūnanga. These are protecting and enhancing water quality, protecting Māori Reserve Land, and safeguarding the interests of future generations. These are closely aligned with three equivalent values held by the Christchurch City Council. The Council has statutory responsibility for meeting the needs of future generations, providing safe drinking water and protecting its parks and reserves. The committee will work to seek alignment of these values and work towards them for the benefit of everyone in Christchurch and Banks Peninsula.





The takiwā of the six Papatipu Rūnanga was described Schedule 1 of the Te Rūnanga o Ngāi Tahu Act 1996, which has since been superseded by the Te Rūnanga o Ngāi Tahu (Declaration of Membership) Order 2001:

Te Ngāi Tūāhuriri Rūnanga

The takiwā of Te Ngāi Tūāhuriri Rūnanga centres on Tuahiwi and extends from the Hurunui to Hakatere, sharing an interest with Arowhenua Rūnanga northwards to Rakaia, and thence inland to the Main Divide.

Rapaki Rūnanga

The takiwā of Rapaki Rūnanga centres on Rapaki and includes the catchment of Whakaraupo and Te Kaituna.

Te Rūnanga o Koukourārata

The takiwā of Te Rūnanga o Koukourārata centres on Koukourārata and extends from Pohatu Pā to the shores of Te Waihora including Te Kaituna.

Wairewa Rūnanga

The takiwā of Wairewa Rūnanga centres on Wairewa and the catchment of the lake Te Wairewa and the hills and coast to the adjoining takiwā of Koukourārata, Onuku Rūnanga, and Taumutu Rūnanga.

Te Rūnanga o Ōnuku

The takiwā of Te Rūnanga o Ōnuku centres on Ōnuku and the hills and coasts of Akaroa to the adjoining takiwā of Te Rūnanga o Koukourārata and Wairewa Rūnanga.

Taumutu Rūnanga

The takiwā of Taumutu Rūnanga centres on Taumutu and the waters of Te Waihora and adjoining lands and shares a common interest with Te Ngāi Tūāhuriri Rūnanga and Te Rūnanga o Arowhenua in the area south to Hakatere.

Committees cont'd

Responsibilities

Te Hononga Council – Papatipu Rūnanga Committee is responsible for the following:

- Leading the development of an enduring collaborative relationship between the Council and Ngā Papatipu Rūnanga.
- Building shared understanding and strong coordinated leadership on matters of mutual interest within the respective areas of jurisdiction.
- Having oversight of, and providing advice and assistance to the Council on, matters of significance or priority to Māori, and to inform Council decision making.

- Receiving regular updates from staff on Council programmes and projects of significance or priority to Māori.
- Operating in accordance with the Relationship Agreement between Christchurch City Council and Ngā Papatipu Rūnanga signed on 15 December 2016.

Delegations

This Committee can make recommendations to the Council but does not have delegated authority to make formal decisions on behalf of the Council.



Community Boards

Te Pātaka O Rākahautū-Banks Peninsula Community Board	
Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison (Oct 2025 to Feb 2026) Nigel Millar (Feb 2026 – present)
Membership	Asif Hussain Jillian Frater Cathy Lum-Webb Josie Ogden-Schroeder Tyrone Fields Vacancy (Feb 2026)

Waitai Coastal-Burwood Community Board	
Chairperson	Paul McMahon
Deputy Chairperson	Jackie Simons
Membership	Greg Mitchell Mihi-Rose Tipene Alex Hewison Kim Money Kelly Barber Celeste Donovan Yani Johanson

Waimāero Fendalton-Waimairi-Harewood Community Board	
Chairperson	Jason Middlemiss
Deputy Chairperson	Nicola McCormick
Membership	James Gough Bridget Williams Lucy Keown Ben Spittle David Cartwright Aaron Keown Sam MacDonald

Waipuna Halswell-Hornby-Riccarton Community Board	
Chairperson	Marie Pollisco
Deputy Chairperson	Sarah Brunton
Membership	Debbie Mora Cody Cooper Helen Broughton Joseph Fullerton Andrei Moore Mark Peters Tyla Harrison-Hunt

Waipapa Papanui-Innes-Central Community Board	
Chairperson	Sunita Gautam
Deputy Chairperson	Simon Britten
Membership	John Miller Mike Davidson Emma Twaddell Ashleigh Feary Jake McLellan Victoria Henstock Pauline Cotter

Waihoru Spreydon-Cashmere Community Board	
Chairperson	Keir Leslie
Deputy Chairperson	Sophie Bond
Membership	Kate Hodgins Will Hall Tim Lindley Roy Kenneally Tim Scandrett Nathaniel Herz Jardine Melanie Coker

Community Board Delegations

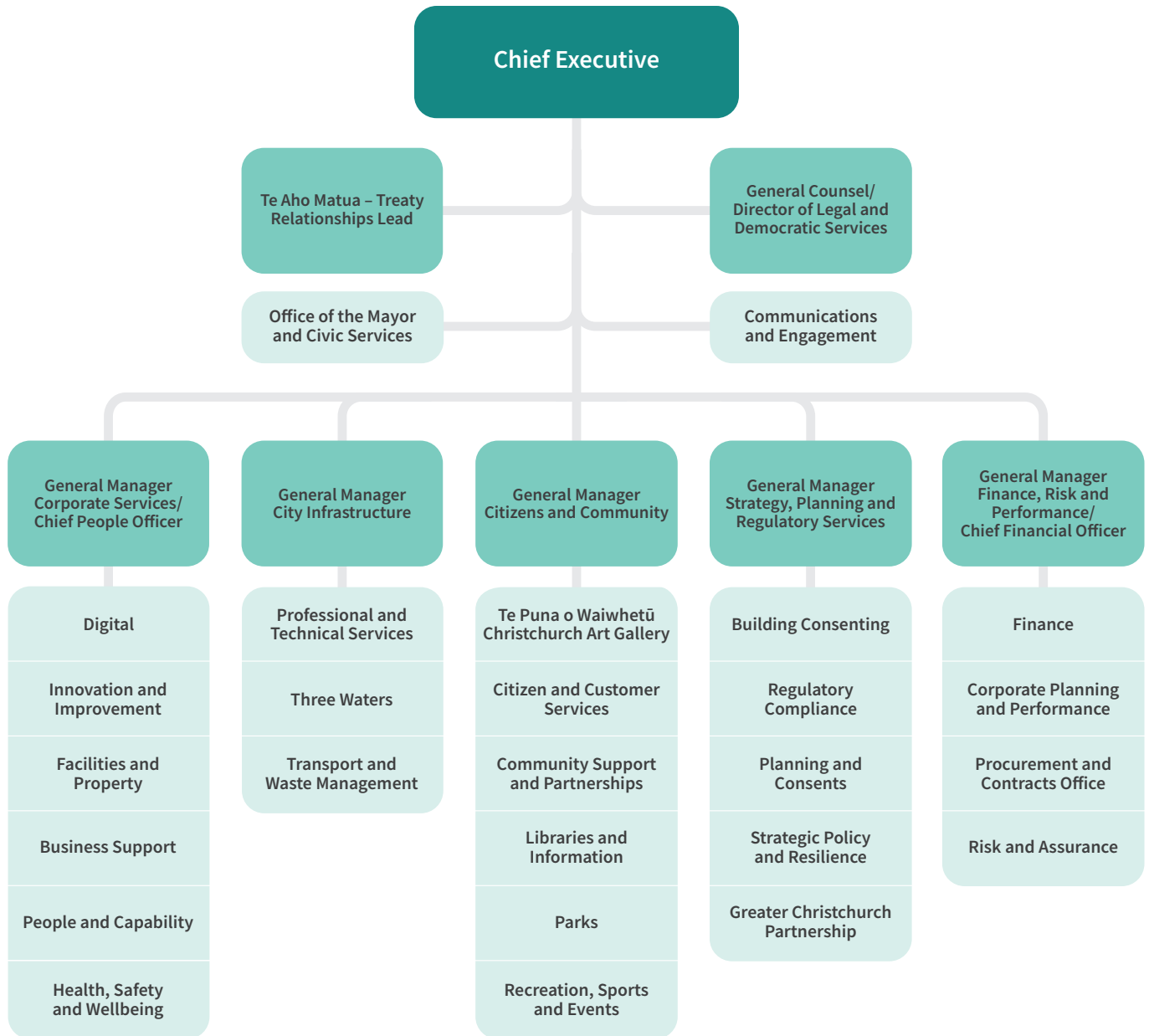
The Delegations Register sets out the delegations to Community Boards. The Delegations Register can be found at: ccc.govt.nz/the-council/how-the-council-works/governance/register-of-delegations

Examples of matters that will be considered by Community Boards would include:

- Granting of leases or licences on reserves
- Proposed developments or activities on parks, reserves and waterways
- Removal of trees from parks, reserves, streets or other Council land
- Granting of rights of way and other easements
- Implementation and oversight of local capital work projects
- Control signs on streets (stop, give way, etc)
- Traffic control and constraint measures on streets, including parking
- Bus-stops and shelters
- Neighbourhood improvements
- Closure of lanes consistent with Council policy
- Living Streets
- Erection of garages, platforms and structures on legal roads
- Naming of roads, streets and parks.

Appendix 4

Organisation structure



Appendix 5

Current Christchurch City Council bylaws and ten-year bylaw review programme as at December 2025

This timetable coordinates bylaw reviews across the Council so that statutory review requirements are met.

Bylaw	Planned review timing	Statutory review deadline	Group owner	Unit owner
Election – October 2025 Term: 2025–2028				
Stormwater and Land Drainage Bylaw 2022	2026-2027	27 August 2027	City Infrastructure	Three Waters
Water Supply and Wastewater Bylaw 2022	2026-2027	27 August 2027	City Infrastructure	Three Waters
Trade Waste Bylaw 2025	2026-2027	27 August 2027	City Infrastructure	Three Waters
Marine, River and Lake Facilities Bylaw 2017	2025-2026	23 November 2027	Citizens & Community	Parks (Regional Parks)
Stock on Roads Bylaw 2017	2025-2026	23 November 2027	City Infrastructure	Transport & Waste Management (Traffic Operations)
Traffic and Parking Bylaw 2017	2025-2026	23 November 2027	City Infrastructure	Transport & Waste Management (Traffic Operations)
General Bylaw 2008	2025-2026	23 November 2027	Legal Services	Legal Services
Alcohol Restrictions in Public Places Bylaw 2018	2026-2027	22 November 2028	Citizens & Community	Community Partnerships
Brothels (Location and Commercial Sexual Services Signage) Bylaw 2013	2026-2027	22 November 2028	Strategy, Planning & Regulatory Services	Strategic Policy
Public Places Bylaw 2018	2027-2028	22 November 2028	Strategy, Planning & Regulatory Services	Strategic Policy
Cemeteries Bylaw 2013 and handbook	2027-2028	22 November 2028	Citizens & Community	Parks (Community Parks)

Bylaw	Planned review timing	Statutory review deadline	Group owner	Unit owner
Election – October 2028 Term: 2028–2031				
Stormwater and Land Drainage Bylaw 2022	2028-2030	27 August 2030	City Infrastructure	Three Waters
Water Supply and Wastewater Bylaw 2022	2028-2030	27 August 2030	City Infrastructure	Three Waters
Trade Waste Bylaw 2025	2028-2030	27 August 2030	City Infrastructure	Three Waters
Marine, River and Lake Facilities Bylaw 2017	2028-2029	11 November 2031	Strategy, Planning & Regulatory Services	Strategic Policy
Election – October 2031 Term: 2031–2034				
Cruising and Prohibited Times on Roads Bylaw 2023	2030-2031	1 November 2033	City Infrastructure	Transport & Waste Management (Traffic Operations)
Waste Management and Minimisation Bylaw 2023	2030-2031	15 November 2033	City Infrastructure	Transport & Waste Management (Resource recovery)
Parks and Reserves Bylaw 2025	2032-2034	7 May 2035	Citizens & Community	Parks
Dog Control Bylaw 2025 & Dog Control Policy 2025	2032-2034	3 September 2035	Strategy, Planning & Regulatory Services	Regulatory Compliance (Animal Management)

Significance and Engagement Policy 2019

Policy Statement

The Council seeks meaningful exchange with the community through engagement on local decision-making. Genuine engagement will be encouraged in a manner that is consistent with the significance of the issue, proposal or decision, is transparent and clearly communicated.

Under the Local Government Act 2002 Amendment Act 2014 (LGA), Councils are required to develop a policy on significance and engagement. The intent of this is to give greater clarity and certainty to the community about how and when it can expect to be engaged. Refer to Appendix 1 for definitions.

Principles

This policy is guided by the following principles:

- Decision-makers are well informed, aware of and take into account the community's views.
- The Council will use a consistent approach to establishing the significance of a matter requiring a decision.
- The level of engagement will be tailored to the level of significance for each issue, proposal or decision.
- Decision-making and engagement processes are transparent and clearly expressed.
- The community will have clarity on the range of engagement methods the Council may use relative to the significance of a matter.
- Engagement is proactive, inclusive, accessible, a two-way dialogue, and people are aware of and understand the final decisions taken.

General Approach to Determining Significance and Level of Engagement

The Council will follow a three-step process to inform decision-making:

1. Determine significance – the Council will use agreed criteria to decide if a matter is of higher or lower significance.
2. Link level of significance to level of engagement – the level of significance will link to a corresponding level of engagement to be undertaken.
3. Consider methods of engagement – each level of engagement will have a range of methods that the Council is able to choose from to undertake the engagement required.

As well as the views of communities and affected and interested parties, there is a wide range of information sources, considerations and perspectives that informs the Council's

decisions, including the requirements of Government policy, technical matters and the financial implications. Refer to Appendix 1 for legislative requirements and commitment to engaging with Māori.

The three steps

1. Determine Significance

The Council is responsible for judging for itself how it achieves compliance with the decision making requirements of the LGA. This must be largely in proportion to the significance of the matters affected by decisions to be made. The Council will assess the importance of an issue, proposal or decision on the basis of its likely impact on the people expected to be most affected by or to have an interest in the matter, as well as the Council's capacity to perform its role, and the financial and other costs of doing so.

All of the following criteria will be considered when determining the level (low to high) of significance of an issue, proposal or decision. The greater the cumulative impact of the decision as assessed by these criteria, the more significant the issue, proposal or decision will be:

- Number of people affected and/or with an interest;
- Level of impact on those people affected;
- Level of community interest already apparent for the issue, proposal or decision; or the potential to generate community interest;
- Level of impact on Māori, Māori culture and traditions;
- Likely impact and consequences on the current and future social, economic, environmental, or cultural wellbeing of the district or region;
- Possible costs/risks to the Council, ratepayers and wider community of carrying out the decision;
- Possible benefits/opportunities to the Council, ratepayers and wider community of carrying out the decision;
- Level of impact on the capacity of the Council to carry out its role and functions;
- Whether the impact of a decision can be easily reversed;
- Whether the ownership or function of a strategic asset(s) is affected.

Examples of decisions of low significance are:

- Plans for a new or renewed playground in a suburban area (e.g. Seager Park – new, Richmond Village Green – renewal);

- Upgrade of a reserve area (eg. Chester St East Reserve);
- Finalising Lyttelton's civic square design – a decision delegated to the Community Board.

Examples of decisions of high significance are:

- Decision to introduce the three bin system for kerbside waste collection;
- Plan to construct the ocean outfall waste water pipeline;
- Decision to create a social housing entity as a means to benefit from the Government's income related rents scheme.

Urgency and Confidentiality

Sometimes the nature and circumstances of a decision to be made may not allow the Council the opportunity to engage or consult with the community. This could be where urgency is required or the matter is commercially sensitive. The health and safety of people or the immediate need to protect property are reasons for making urgent decisions, as well as to avoid the loss of opportunities that may contribute to achieving the Council's strategic objectives. Confidential decision-making may be required when engagement is likely to considerably increase the cost of a commercial transaction to the Council.

In these situations, the Council will either not engage at all, or tailor its engagement to suit the circumstances in which the decision is to be made.

In the period covered by the Canterbury Earthquake Recovery Act a number of decisions are being made by Central Government. For many of these decisions the Central Government processes do not allow time for the Council to engage with the community, when in other circumstances it would choose to do so.

2. Link level of significance to level of engagement

The significance of the issue, proposal or decision will influence how much time, money and effort the Council will invest in exploring and evaluating options and obtaining the views of affected and interested parties. In linking the level of significance to the level of engagement it is important to find the right balance between the costs of engagement and the value it can add to decision-making.

The Council will consider the extent of community engagement that is necessary to understand the community's view before a particular decision is made and the form of engagement that might be required. This also includes the degree to which engagement is able to influence the decision and therefore the value of investing in engagement (e.g. if there is only one or very

limited viable options such as a specific change required by new legislation).

Using the International Association of Public Participation engagement spectrum (Appendix 2, Figure 1) as a basis, the method(s) of engagement adopted by the Council before it makes a decision may depend on whether or not:

- The matter is of low or no significance (e.g. technical and/or minor amendments to a bylaw or Council policy) and there may be a very small group of people affected by or with an interest in the decision;
- The matter is significant only to a relatively small group of people or is of low impact to many. They should be **informed** about the problem, alternatives, opportunities and/or solutions and/or **consulted** so that any concerns, alternatives and aspirations they have are understood and considered;
- The matter is significant not only to a small group of people particularly affected but also to a wider community that may have an interest in the decision to be made. They may be **informed**, **consulted** and/or **involved** to seek public input and feedback on analysis, alternatives and/or decisions.

For more significant matters, the Council may elect to **collaborate**, or partner, with a community in any aspect of a decision including the development of alternatives and the identification of preferred solutions. This is more likely to occur where there is a distinct group of affected or particularly interested people.

Depending on the level of significance and the nature of the issue, proposal or decision being made, by using a range of engagement methods communities may be **empowered** to participate in the decision-making process.

3. Consider Methods of Engagement

There is a variety of ways in which the Council engages with the community. In this policy, the types of engagement described relate specifically to Council, Community Board and delegated decision-making. Once the level of significance of an issue, proposal or decision has been determined, the Council will consider the level and form of community engagement. Depending on the matter being considered and the stakeholders involved, the preferred method(s) or combination of engagement tools will be identified and applied to meet the goals of the specific engagement.

The Council will build on existing relationships and networks with individuals and communities, and look to extend the range of parties involved in the community engagement as

appropriate. The Council will consider engagement methods and tools relative to the level of significance. These will support communities' participation through an engagement spectrum approach, as set out in Appendix 3, Table 1.

Differing levels and forms of engagement may be required during the varying phases of consideration and decision-making on an issue or proposal, and for different community groups or stakeholders. The Council will review the appropriateness and effectiveness of the engagement strategy and methods as the process proceeds.

There may be occasions in which the Council chooses to carry out engagement at a level higher than that indicated by the significance of the decision as part of its commitment to promote participatory democracy.

The Council will work to ensure the community is sufficiently informed to understand the issue(s) or proposal, options and impacts and has time to respond, so they are able to participate in engagement processes with confidence.

Strategic Assets

An important objective of the Council is to achieve or promote outcomes that it believes are important to the current or future wellbeing of the community. Achieving these outcomes may require the provision of roads, water, wastewater and stormwater collection as well as libraries, museums, reserves and other recreational facilities and community amenities.

Council-owned assets that provide these services are considered to be of strategic value and the Council has determined they need to be retained if its objective is to be met. These assets must be listed in the Council's Significance and Engagement policy. A decision to transfer the ownership or control of a strategic asset cannot be made unless it is explicitly provided for in the Council's Long Term Plan (LTP) and the public is consulted through the Special Consultative Procedure (SCP).

Other assets considered by the Council to be strategic or deemed to be so by the LGA include its shareholding in Christchurch City Holdings Ltd (CCHL) and, through CCHL, Lyttelton Port Company, Christchurch International Airport Ltd and Orion NZ Ltd. Although the Council's statutory responsibility is to exercise its powers wholly or principally for the benefit of its district, it nevertheless recognises that decisions on respect of these assets in particular might have a strategic value to the Canterbury region as well.

The Council's strategic assets are set out in Schedule 1 to this policy.

The list of strategic assets in this policy will be updated as required following any changes to the Annual Plan or LTP.

Approval Date: 23 July 2015

Approval Date: 27 November 2014

Approval Date: 20 June 2017

Approval Date: 14 November 2019

Appendix 1 to Appendix 6

Supporting and contextual information

Definitions

Community: A community, for the purposes of this policy, is a group of people with shared or common interest, identity, experience or values. For example, cultural, social, environmental, business, financial, neighbourhood, political or spatial groups. The community refers to the people that make up the diverse communities that live in Christchurch.

Consultation: A subset of engagement; a formal process where people can present their views to the Council on a specific decision or matter that is proposed and made public. (The Council must consult in ways that meet the consultation principles in the Local Government Act 2002 LGA, section 82 (1) and any other legislation relevant to the decision or matter proposed.)

Decisions: Refers to all the decisions made by or on behalf of the Council including those made by officers under delegation.

Engagement: Is a term used to describe the process of establishing relationships, and seeking information from the community to inform and assist decision making. Engagement is an important part of participatory democracy within which there is a continuum of community involvement.

Significance: The degree of importance of the issue, proposal, decision, or matter, as assessed by the Council, in terms of its likely impact on, and likely consequences for; the current and future social, economic, environmental, or cultural well-being of the district or region; any persons who are likely to be particularly affected by, or interested in the matter; the capacity of the local authority to perform its role, and the financial and other costs of doing so (as described by the LGA).

Significant: Any issue, proposal, decision, or other matter is 'significant' if it has a high degree of significance (as described by the LGA)

Special Consultative Procedure (SCP): A formal consultation process prescribed in section 83 of the LGA that must be used to consult on certain matters and can be chosen by the Council to consult on other matters as considered appropriate

Strategic Asset: An asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community (as described by the LGA).

Legislative considerations

Many of the decisions made by the Council will be made under legislation that prescribes the consultation and decision-making procedures required. This includes the procedures to be used for public notification, considering submissions and making decisions. Examples of such legislation are the Resource Management Act 1991, the Biosecurity Act 1993, the Civil Defence Emergency Management Act 2002, or the Land Transport Act 1998.

Even if a decision is clearly a significant one, this policy does not apply to the requirements for decision making prescribed in any other enactments, such as the Resource Management Act 1991 and the Biosecurity Act 1993 on the following matters:

- resource consents or other permissions
- submissions on plans
- decisions required when following the procedures set out in Schedule 1 of the RMA
- references to the Environment Court
- decisions about enforcement under various legislation including bylaws (unless these are specifically included in this policy).

Appendix 1 to Appendix 6 cont'd

There is a number of decisions that can only be made if they are explicitly provided for in the Council's LTP as set out by the LGA 2002 Amendment Act 2014. These are:

- to alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, including a decision to commence or cease any such activity;
- to transfer the ownership or control of a strategic asset to or from the Council.

In addition, the Council is required to use the SCP set out in section 83 of the LGA in order to adopt or amend a LTP. If the Council is carrying out consultation in relation to an amendment to its LTP at the same time as, or combined with, consultation on an Annual Plan, the SCP must be used for both matters. There may be other situations where the Council deems it appropriate to use a SCP.

Engaging with Māori

The LGA provides principles and requirements that are intended to facilitate participation by Māori in local authority decision-making processes. The Council must act in accordance with the principle that it should provide opportunities for Māori to contribute to its decision-making processes.

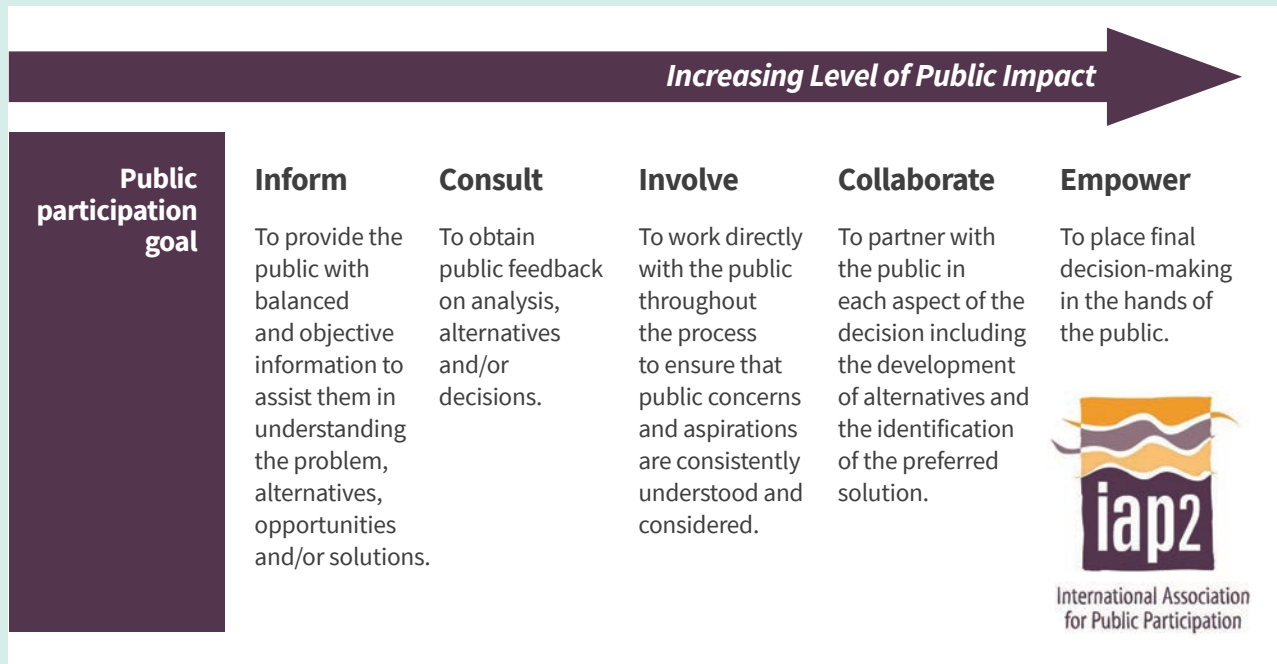
If the Council is proposing to make a significant decision in relation to land or a body of water, it will take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga.

The Council's goal for engagement with Māori is for strengthened and ongoing partnerships. This aims to ensure the Council receives appropriate information, advice and understanding about the potential implications and/or effects of proposals on tangata whenua values.

Appendix 2 to Appendix 6

Figure 1: IAP2 spectrum of engagement

IAP2 Spectrum of Public Participation



Appendix 3 to Appendix 6

Table 1: Examples of Engagement Activities (Adapted from IAP2 spectrum of engagement)

Engagement level	Inform	Consult	Involve	Collaborate	Empower
What does it involve?	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making is in the hands of the public.
Examples of tools the Council might use (Note: these tools may be applicable across many levels of engagement)	Email newsletter to local communities and networks Information flyers to neighbourhoods Public notices/info in community newspapers, website	Formal submissions and hearings or the Special Consultative Procedure Focus groups Community meetings Online opportunities to submit ideas/feedback	Workshops Focus/stakeholder groups' meetings Public meetings, drop-in sessions Online surveys/forums	External working groups (involving community experts) Community Advisory Groups (involving community representatives) Forums	Binding referendum Local body elections Delegation of some decision-making to a community
When the community is likely to be involved	Once a decision is made and is being implemented.	Once the Council has determined an initial preferred position it would endeavour to provide the community with sufficient time to participate and respond.	The community or specific communities could be engaged throughout the process, or at specific stages of the process as appropriate.	The community or specific communities will be engaged from the outset, including the development of alternatives to the identification of the preferred solution.	The community or communities will be engaged throughout the process to ensure ownership of the development of alternatives, identification of the preferred solution(s) and delegated decision-making on the preferred solution.

Schedule One

CCC Strategic Assets

The Council-owned assets listed as strategic are set out below, grouped according to their nature of activity:

Infrastructure

- a. its stormwater collection and disposal system;
- b. its wastewater collection, treatment and disposal system;
- c. its water collection, storage, treatment and distribution system.
- d. its waste management system;
- e. its roading network;
- f. all public transport infrastructure owned or operated by the Council.

Shareholdings

- g. its shareholding in Christchurch City Holdings Ltd, Civic Building Ltd and Transwaste Canterbury Ltd, and VBase Ltd;
- h. the shares Christchurch City Holdings Ltd holds in Lyttelton Port Company Ltd, Christchurch International Airport Ltd, Orion New Zealand Ltd, Enable Services Ltd, Eco Central Ltd, City Care Ltd.

Community Facilities

- i. Christchurch Town Hall;
- j. Christchurch Art Gallery and its permanent collection;
- k. all land and buildings comprising the Council's social housing portfolio;
- l. all public library facilities;
- m. all parks and reserves owned by or administered by the Council;
- n. all public swimming pools;
- o. all waterfront land and facilities owned or operated by the Council, including wharves, jetties, slipways, breakwaters and seawalls;
- p. cemeteries and listed heritage buildings and structures.

“All” or “its” means the asset as a whole.

Where a strategic asset is a network or has many components, decisions may be made in respect of individual components within the network without those components being regarded as strategic, unless such decisions are considered to significantly alter the level of service provided by the Council.

Appendix 7

List of the principal acts of parliament applicable to the Christchurch City Council

- Biosecurity Act 1993
- Building Act 2004
- Burial and Cremation Act 1964
- Bylaws Act 1910
- Civil Defence Emergency Management Act 2002
- Conservation Act 1987
- Crimes Act 1961
- Disabled Persons Community Welfare Act 1975
- Dog Control Act 1996
- Environment Act 1986
- Freedom Camping Act 2011
- Gambling Act 2003
- Greater Christchurch Regeneration Act 2016
- Hazardous Substances and New Organisms Act 1996
- Health and Safety Work Act 2015
- Heritage New Zealand Pouhere Taonga 2014
- Housing Act 1955
- Impounding Act 1955
- Land Transport Act 1998
- Land Transport Management Act 2003
- Litter Act 1979
- Local Authorities (Members' Interests) Act 1968
- Local Electoral Act 2001
- Local Government Act 1974
- Local Government Act 2002
- Local Government Official information and Meetings Act 1987
- Local Government (Rating) Act 2002
- Marine and Coastal Area (Takutai Moana) Act 2011
- Privacy Act 2020
- Prostitution Reform Act 2003
- Public Works Act 1981
- Psychoactive Substances Act 2013
- Rates Rebate Act 1973
- Rating Valuations Act 1998
- Regulatory Standards Act 2025
- Reserves Act 1977
- Residential Tenancies Act 1986
- Resource Management Act 1991
- Sale and Supply of Alcohol Act 2012
- Secret Commissions Act 1910
- Waste Minimisation Act 2008

Appendix 8

Local legislation applicable within Christchurch

The following is a list of local legislation relevant to the Christchurch City Council:

- Banks Peninsula District Council (Rates Validation, Empowering and Trust Removal) Act 1994
- Canterbury Museum Trust Board Act 1993
- Canterbury Public Library Act 1948
- Christchurch City Council (Robert McDougall Gallery) Land Act 2003
- Christchurch City Council (Lancaster Park) Land Vesting Act 2008
- Christchurch City Empowering Act (No.2) 1946
- Christchurch City Empowering and Special Rates Consolidation Act 1941
- Christchurch City (Old Municipal Chambers) Empowering Act 1989
- Christchurch City Council (Rates Validation) Act 2015
- Christchurch City Reclamation and Empowering Act 1964
- Christchurch City Reserves Amendment Act 1929
- Christchurch City (Reserves) Empowering Act 1971
- Christchurch District Drainage Act 1951
- Christchurch Market Reserves Act 1885
- Riccarton Bush Act 1914
- Riccarton Racecourse Act 2016
- Riccarton Racecourse Development Enabling Act 2016
- Selwyn Plantation Board Empowering Act 1992
- Summit Road (Canterbury) Protection Act 2001
- Sumner Borough Empowering Act 1936
- Sumner Borough Land Vesting Act 1929

Appendix 9

Orders in Council relevant to the Christchurch City Council

- Canterbury Earthquake (Christchurch Replacement District Plan) Order 2014
- Canterbury Earthquake (Christchurch Replacement District Plan) Order Revocation Order 2019
- Canterbury Earthquake (Earthquake Commission Act) Order 2012
- Canterbury Earthquake (Historic Places Act) Order 2011
- Canterbury Earthquake (Local Government Act 2002 – Retaining Walls) Order 2013
- Canterbury Earthquake (Rating) Order 2012
- Canterbury Earthquake (Reserves Legislation) Order (No 2) 2011
- Canterbury Earthquake (Resource Management Act Permitted Activities) Order 2011
- Canterbury Earthquake (Resource Management Act – Burwood Resource Recovery Park) Order 2011



Overview map: The Council network of partners and stakeholders



