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| <b>ISSUE 1</b>     | <b>Following the Canterbury earthquakes of 2010 and 2011, demolition work, partial demolition work, alteration of buildings and associated earthworks need to be carried out promptly to enable recovery in a timely manner.</b> |
| <b>OBJECTIVE 1</b> | <b>Enable works related to earthquake recovery to be carried out without undue delay.</b>  |

### **POLICIES**

- 1 Demolition or alteration of buildings and associated earthworks carried out under the control of the Canterbury Earthquake Recovery Authority (CERA), pursuant to the Canterbury Earthquake Recovery Act 2011 are not subject to the usual requirements to obtain resource consent.

### **RULES**

- 1 Notwithstanding any other rule in this plan, works carried out or commissioned by or on behalf of the chief executive of the Canterbury Earthquake Recovery Authority pursuant to section 38 of the Canterbury Earthquake Recovery Act 2011 are a permitted activity.

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| <b>ISSUE 2</b>     | <b>Workers' Temporary Accommodation for the greater Christchurch rebuild. Note: The objective and policies in this section of the Plan are intended to provide a complete code for workers' temporary accommodation to which this section applies</b>           |
| <b>OBJECTIVE 2</b> | <b>Suitable accommodation is available to meet the needs of workers supporting the rebuild of greater Christchurch following the 2010/11 earthquakes without creating significant effects over its duration or long term impacts beyond the rebuild period.</b> |

### **POLICIES**

- 1 **Providing for workers' accommodation for the greater Christchurch rebuild**
  - (A) To recognise the importance of the availability of workers' accommodation during the peak rebuild period of greater Christchurch by providing for workers' accommodation through:
    - (i) Permanent accommodation that is consistent with the long term outcomes anticipated for the locality; or
    - (ii) Temporary use of permanent accommodation buildings where the temporary use will be discontinued by 31 December 2022 and the temporary use may not be consistent with the long term outcomes

anticipated for the locality but will not result in significant adverse effects for that duration; or

- (iii) Temporary buildings that will be removed in the period up to 31 December 2022 where the erection and use of buildings may not be consistent with the long term outcomes anticipated for the locality but will not result in significant adverse effects for that duration.

**Explanation**

An area of housing pressure in greater Christchurch is accommodating large numbers of people coming into greater Christchurch to work on the rebuild. The priority of this type of accommodation is recognised in the Recovery Strategy for greater Christchurch Mahere Haumanutanga o Waitaha. A range of accommodation types, sizes and locations will be required. There is likely to be substantial and short-term demand for a large number of temporary units during the peak rebuild period over a 5-10 year period up to the end of 2022.

**2 Temporary use of permanent buildings for workers' temporary accommodation**

- (B) To enable temporary use up to 31 December 2022 of accommodation and non-accommodation buildings where use of that building for workers' temporary accommodation will not result in significant adverse effects for that duration.

**Explanation**

The temporary use of buildings such as motels, student accommodation, or commercial buildings provides a solution for workers' accommodation during the peak rebuild period.

**3 Temporary buildings for workers' temporary accommodation**

- (C) To manage the potential adverse effects of workers' temporary accommodation for the rebuild of greater Christchurch in accordance with the "Guideline for Temporary Accommodation for Workers" managing:
  - (i) Decommissioning; and
  - (ii) Location and size of the development; and
  - (iii) Site layout and building design; and
  - (iv) On-site management.
- (D) To maintain the zone and neighbourhood characteristics anticipated in the longer term by requiring that before 31 December 2022, all temporary accommodation buildings be removed; all use for workers' temporary accommodation cease; and the site restored in accordance with a project decommissioning strategy and the "Guideline for Temporary Accommodation for Workers".
- (E) To ensure location choice and project design achieves quality living for occupants while avoiding, remedying or mitigating significant adverse effects on the characteristics of local neighbourhoods in accordance with the "Guideline for Temporary Accommodation for Workers".

- (F) To recognise that effective operation of workers' temporary accommodation contributes significantly to its quality and effects by requiring workers' temporary accommodation to be owned and managed as one development including on-site management in accordance with the "Guideline for Temporary Accommodation for Workers".

**Explanation**

These policies seek to ensure that key matters are considered and addressed to achieve quality accommodation while managing the potential adverse effects on the location. Removal of the temporary buildings is critical to ensure a development does not have permanent effects on the environment. The "Guideline for Temporary Accommodation for Workers" outlines key considerations and possible responses for location choice, site layout, building design, effective decommissioning, and on-site management.

**RULES****This section of the District Plan a complete code**

1. The rules in this section of the District Plan provide a complete code for workers' temporary accommodation activities to which the rules in this section apply. The erection and/or use of a building for workers' temporary accommodation that is a permitted activity, controlled activity, restricted discretionary activity, non-complying activity or prohibited activity by virtue of these rules for workers' temporary accommodation, retains that status despite anything to the contrary in the district plan. No other provisions of the district plan (including objectives, policies, rules and other methods) apply to erecting and/or using workers' accommodation unless specifically referenced in this section.

**Temporary use of permanent buildings for workers' temporary accommodation**

Permitted Activity - temporary use of permanent accommodation buildings for workers' temporary accommodation

2. The erection and/or use of any permanent accommodation building for temporary use for workers' accommodation is a permitted activity if the following standards and terms are met:

**Standards and terms**

- (i) At the time the temporary use commences, the permanent accommodation building complies with all relevant District Plan requirements or resource consent for that permanent use; and
- (ii) The temporary use for workers' temporary accommodation is only for the period, or part of the period, up to 31 December 2022; and
- (iii) The temporary use for workers' temporary accommodation does not result in an existing activity on the site failing to comply or increasing the degree of non-compliance with a rule in the District Plan or resource consent; and
- (iv) On-site management is provided for the workers' temporary accommodation.

**Conversion from temporary use to a previous use**

3. Within 12 months of the cessation of any temporary workers accommodation use of a site, the previous use of that site may be reinstated, provided that such reinstatement is in accordance with either:
- i. an existing use certificate issued under section 139A of the RMA; or
  - ii. a resource consent issued under section 114 of the RMA; and
- in relation to (i) and (ii) above, the certificate or resource consent was issued prior to conversion to workers accommodation and was still valid at the time of the conversion.

This reinstatement is permitted whether or not the certificate or resource consent would have otherwise lapsed or ceased to have effect.

**Restricted Discretionary Activity - temporary use of permanent non-accommodation buildings for workers' temporary accommodation**

4. The erection and/or use of any permanent non-accommodation building for temporary use for workers' accommodation is a restricted discretionary activity if the following standards and terms are met:

**Standards and terms**

- (i) At the time the temporary use commences, the permanent non-accommodation building complies with all relevant district plan requirements or resource consent for that permanent use; and
- (ii) The temporary use for workers' temporary accommodation is only for the period, or part of the period, up to 31 December 2022; and
- (iii) The site is not located within
  - a Rural or Rural-Residential Zone; or
  - a Conservation Zone or Open Space 3A or 3D Zone in the Christchurch City Plan; and
- (iv) On-site parking is provided for use by the workers' temporary accommodation at a minimum of one space per four beds; and
- (v) The temporary use for workers' temporary accommodation does not result in an existing activity on the site failing to comply or increasing the degree of non-compliance with a rule in the District Plan or resource consent. This standard does not apply to a density rule for the existing activity; and
- (vi) On-site management is provided for the workers' temporary accommodation; and
- (vii) A change of use strategy is provided as part of the temporary use which sets out the steps that will be followed to change the use from workers' temporary accommodation to the permanent use provided for by the District Plan or resource consent.

**Matters of discretion**

In considering any application for resource consent under Rule 4, the Council shall, in deciding whether to grant or refuse consent and in deciding whether to impose conditions, exercise its discretion over the following matters:

- (a) Location suitability; and

- (b) Period for which the building is used for workers' temporary accommodation; and
- (c) Nature of the permanent use and the effects of the site or building not being available for that permanent use until after the peak rebuild period; and
- (d) Nature of on-site management; and
- (e) Change of use strategy and its implementation; and
- (f) Parking; and
- (g) Financial contributions (if applicable under the District Plan); and
- (h) Monitoring.

**Notification**

In respect of Rule 4, any applications are not to be publicly notified and are not to be limited notified.

**Other temporary use of permanent accommodation buildings or permanent non-accommodation buildings**

- 5. Notwithstanding anything to the contrary in Rule 1, for the erection and/or use of any permanent accommodation building or non-accommodation building for temporary use for workers' accommodation which does not comply with Rule 2 or Rule 4, the relevant district plan provisions will apply.

**Temporary buildings for workers' temporary accommodation****Permitted Activity - Workers' temporary accommodation in Christchurch Central City**

- 6. The erection or establishment of a workers' temporary accommodation unit or workers temporary accommodation complex is a permitted activity if the following standards and terms are met:

**Standards and terms**

- (i) The workers' temporary accommodation is located on a site in the Central City Mixed Use Zone of Christchurch City; and
- (ii) No more than 200 people are accommodated in the workers' temporary accommodation; and
- (iii) Where the site shares a boundary with a Living Zone, in relation to that boundary, all buildings shall comply with the permitted activity development standards in the District Plan in respect of sunlight and outlook for neighbours; and separation from neighbours; and
- (iv) There is no alteration or destruction of any building or tree scheduled in the District Plan; and
- (v) The workers' temporary accommodation is only for the period, or part of the period, up to 31 December 2022; and
- (vi) On-site management is provided for the workers' temporary accommodation.

**Controlled Activity - Workers' temporary accommodation for up to 20 people in specified zones**

7. The erection or establishment of a workers' temporary accommodation unit or workers' temporary accommodation complex is a controlled activity if the following standards and terms are met:

**Standards and terms**

- (i) The workers' temporary accommodation unit or workers' temporary accommodation complex is located on a site in:
  - Christchurch City within the Living 2, 3, 4A, 4B, 4C Zone or Business 1 or 2 Zone of the City Plan or within the Lyttelton Town Centre Zone of the Banks Peninsula District Plan; or
  - Selwyn District within any Living Zone within the greater Christchurch Urban Development Strategy area as shown on Map A below, or within the Business 1 Zone; or
  - Waimakariri District within the Residential 1, 2, 3, 6, 6A, 7 Zone or Business 2 Zone; and
- (ii) No more than twenty people are accommodated in the workers' temporary accommodation on any one site; and
- (iii) The workers' temporary accommodation unit or workers' temporary accommodation complex does not result in an existing activity on the site failing to comply or increasing the degree of non-compliance with a rule in the district plan or resource consent. This standard does not apply to a density rule; and
- (iv) In relation to a boundary adjoining a neighbouring site (not a road boundary), all buildings shall comply with the permitted activity standards in the District Plan in respect of sunlight and outlook for neighbours, recession planes, setbacks and separation from neighbours; and
- (v) On-site parking is provided for use by the workers' accommodation at a minimum of one space per four beds.
- (vi) There is no alteration or destruction of any building or tree scheduled in the District Plan; and
- (vii) A decommissioning strategy is provided as part of the proposed activity to remove the unit no later than 31 December 2022 or after it is unoccupied as workers' temporary accommodation for a period of more than 6 months, whichever is the sooner; and
- (viii) On-site management is provided for the workers' temporary accommodation; and
- (ix) A site design statement is provided.

**Matters of control**

In considering any application for resource consent under Rule 7, the Council shall, in deciding whether to impose conditions, exercise its control over the following matters:

- (a) Site layout and building design; and
- (b) The decommissioning strategy and its implementation; and
- (c) Nature of on-site management; and
- (d) Car parking; and
- (e) Financial contributions (if applicable under the District Plan); and

(f) Monitoring.

**Notification**

In respect of Rule 7, any applications are not to be publicly notified and are not to be limited notified.



**Map A - Rule 7(i), Rule 8(i) and Rule 9(i)**

**Restricted Discretionary Activity - Workers' temporary accommodation unit**

8. Except as provided in Rule 6 or 7, the erection or establishment of one workers' temporary accommodation unit accommodating up to 4 people is a restricted discretionary activity if the following standards and terms are met:

**Standards and terms**

- (i) The workers' temporary accommodation unit is located on a site within the greater Christchurch Urban Development Strategy area as shown on Map A above; and
- (ii) The workers' temporary accommodation unit does not result in an existing activity on the site failing to comply or increasing the degree of non-

compliance with a rule in the District Plan or resource consent. This standard does not apply to a density rule; and

- (iii) In relation to a boundary adjoining a neighbouring site (not a road boundary), all buildings shall comply with the permitted activity standards in the District Plan in respect of sunlight and outlook for neighbours, recession planes, setbacks and separation from neighbours; and
- (iv) On-site parking is provided for use by the workers' accommodation at a minimum of one space per four beds.
- (v) There is no alteration or destruction of any building or tree scheduled in the District Plan; and
- (vi) A decommissioning strategy is provided as part of the proposed activity to remove the unit no later than 31 December 2022 or after it is unoccupied as workers' temporary accommodation for a period of more than 6 months, whichever is the sooner; and
- (vi) On-site management is provided for the workers' temporary accommodation; and
- (viii) A site design statement is provided.

#### **Matters of discretion**

In considering any application for resource consent under Rule 8, the Council shall, in deciding whether to grant or refuse consent and in deciding whether to impose conditions, exercise its discretion over the following matters:

- (a) Location suitability; and
- (b) Site layout and building design; and
- (c) The decommissioning strategy and its implementation; and
- (d) Nature of on-site management; and
- (e) Car parking; and
- (f) Financial contributions (if applicable under the District Plan); and
- (g) Monitoring.

#### **Notification**

In respect of Rule 8, any applications are not to be publicly notified and are not to be limited notified.

#### **Restricted Discretionary Activity - Workers' temporary accommodation**

9. The erection or establishment of a workers' temporary accommodation unit or workers' temporary accommodation complex which does not comply with Rule 6 or 7 is a restricted discretionary activity if it complies with the following standards and terms:

#### **Standards and terms**

- (i) The workers' temporary accommodation unit or workers' temporary accommodation complex is located on a site within the greater Christchurch Urban Development Strategy area as shown on Map A above but is not located on a site within
  - a Rural or Rural-Residential Zone; or
  - a Conservation Zone or Open Space 3A or 3D Zone in the Christchurch City Plan; and



- (ii) There is no alteration or destruction of any building or tree scheduled in the District Plan; and
- (iii) A decommissioning strategy is provided to remove the workers' temporary accommodation no later than 31 December 2022 or after it is unoccupied as workers' temporary accommodation for a period of more than 6 months, whichever is the sooner; and
- (iv) On-site management is provided for the workers' temporary accommodation; and
- (v) A site design statement is provided.

**Matters of discretion**

In considering any application for resource consent under Rule 9, the Council shall, in deciding whether to grant or refuse consent and in deciding whether to impose conditions, exercise its discretion over the following matters:

- (a) Location suitability; and
- (b) Number of units; and
- (c) Site layout; and
- (d) Building design; and
- (e) The decommissioning strategy and its implementation; and
- (f) Nature of on-site management; and
- (g) Financial contributions (if applicable under the District Plan); and
- (h) Monitoring.

**Notification**

In respect of Rule 9, any applications are not to be publicly notified. In respect of Rule 9, any applications for workers' temporary accommodation for up to 200 people are not to be limited notified.

**Non-Complying Activity - Workers' temporary accommodation**

10. The erection or establishment of a workers' temporary accommodation unit or workers' temporary accommodation complex which does not comply with Rule 8 or 9 is a non-complying activity.

**Notification**

In respect of Rule 10, any applications are not to be publicly notified.

**Prohibited Activity - Workers' temporary accommodation after 31 December 2022**

11. Any workers' temporary accommodation unit or a workers' temporary accommodation complex, and the use of any building for workers' temporary accommodation from 1 January 2023, shall be a prohibited activity for which no resource consent shall be granted.

**Prohibited Activity - Subdivision**

12. Any subdivision activity creating an allotment on a site occupied by workers' temporary accommodation is a prohibited activity for which no resource consent shall be granted.

**DEFINITIONS****Accommodation building**

means residential unit, traveller or visitor accommodation, family flat, student or educational accommodation, elderly persons housing, retirement complex, or care home, or similar such activities, and any related accessory buildings, as provided for in the district plan.

**Change of use strategy**

means a statement of how the use of a building will change from workers' temporary accommodation to its permanent use including:

- Timing including any phasing; and
- Alterations required to site, buildings or services for the permanent use.

**Decommissioning strategy**

means a statement of how all temporary accommodation buildings will be removed and the site reinstated ready for its anticipated permanent use including:

- Building design to facilitate removal;
- Timing and phasing;
- Remediation works including any clearance of services, landscaping or hard surfacing;
- The use for any buildings or services to remain on site in accordance with the district plan; and
- Responsibility for the successful completion of the decommissioning strategy.

**Non-accommodation building**

means industrial, commercial, office, retail or other building that is not an accommodation building, and any related accessory buildings.

**On-site management**

means functions performed to maintain the quality of the workers' temporary accommodation, to minimise potential adverse effects on the surrounding neighbourhood, and to provide services to the occupants and must include:

- A live-in manager on-site or a nominated occupant as appropriate for the size and nature of the workers' temporary accommodation;
- Security services;
- Cleaning, maintenance and servicing;
- Communication procedures; and
- On-site rules and policies.

**Peak rebuild period**

means the period up to 31 December 2022.

**Permanent**

means for a period that extends beyond 31 December 2022.

**Rural or Rural-Residential Zone**

means the following Zones as shown on the relevant District Plan maps:

- In Christchurch City the Rural 1, 2, 3, 4, 5, 6, 7, Rural H, Rural Q and Templeton Special Rural Zones in the City Plan; and the Rural or Rural Residential Zones in the Banks Peninsula District Plan; or
- In Selwyn District the Inner Plains, Outer Plains, Malvern Hills, High Country, Port Hills Zones and any Existing Development Area listed in Table C10.1 of the Rural Rules; or
- In Waimakariri District the Rural Zone, Mapleham Rural 4B, and the Residential 4A and 4B Zones.

**Site**

means an area of land:

- Held in a single Computer Freehold Register; or
- Comprised of two or more adjoining Computer Freehold Register held together in such a way that they cannot be dealt with separately without the prior consent of the Council; or
- For which a separate Computer Freehold Register could be issued without further consent of the Council.

**Site design statement**

means an outline of how the project is designed and operated in accordance with the relevant guidelines for site and building design in the Guideline for Temporary Accommodation for Workers.

**Temporary**

means for a defined period, or part of the period, up to 31 December 2022.

**Workers' temporary accommodation unit**

means a temporary building and related infrastructure used for workers' temporary accommodation for no more than 4 people operating as a household unit with shared facilities.

**Workers' temporary accommodation complex**

means temporary building(s), facilities and related infrastructure used for workers' temporary accommodation for 5 or more people either in a single unit or in two or more units on the same site. The complex may include provision of communal facilities such as dining and recreation.

**ATTACHMENT TO RULES: GUIDELINE FOR TEMPORARY ACCOMMODATION FOR WORKERS****Introduction****Why has this guideline been developed?**

This guideline has been developed because special provision must be made to accommodate the additional workers and their families who will be in greater Christchurch for the rebuild. Housing demand analysis suggests additional accommodation will be needed for this substantial number of workers, many of whom will be coming from outside the region. Some will be accommodated in permanent housing (either existing or new), some in other types of accommodation such as motels, and others will be accommodated in temporary housing buildings or complexes developed specifically to accommodate construction workers.

An important part of meeting this housing demand will be to offer options for temporary accommodation. For example, bulk unit complexes may be desirable for the large construction gangs who are expected to temporarily migrate to greater Christchurch. The demand for this type of development, particularly at the numbers anticipated, is unique in New Zealand. Current District Plans, design guidelines and standards did not anticipate this type of temporary accommodation so have few rules, standards or guidance that apply to such a situation.

This imperative for workers' accommodation is for the short term only. At the same time, this accommodation still needs to be of high quality and suitably located, have minimal if any impacts on surrounding neighbourhoods, be effectively operated, and be guaranteed as temporary only. This guideline therefore responds to the gap in current guidance on this unique type of accommodation.

#### **Purpose of the guideline and how to use it**

This guideline is intended to assist in delivering high-quality temporary accommodation to support the rebuild, with resulting benefits for the occupants, existing communities that host the accommodation, and greater Christchurch.

The purpose of this guideline is to:

- outline considerations for planning and designing workers' temporary accommodation in a way that encourages innovative and high-quality development
- provide guidance to applicants and councils on the key considerations in determining resource consent applications
- provide information to existing residents and communities on critical considerations for workers' temporary accommodation.

The guideline complements District Plan provisions for workers' temporary accommodation. It sets out considerations and good practice examples. However, as each case will be different, the various considerations and examples may be more relevant in some situations than in others.

#### **Other consents and approvals**

This guideline is specifically about temporary accommodation for workers and is specifically about design and planning considerations. It is to assist in assessments by Christchurch City Council, Selwyn District Council and Waimakariri District Council under the Resource Management Act. It is not intended to apply to building consents or other regulatory assessments by the greater Christchurch councils.

In addition to resource consent, a workers' accommodation project may require consent or approval under the Building Act, Health Regulations, or under the Resource Management Act from Environment Canterbury. A separate information sheet is available on broader regulatory requirements.

### Who has prepared the guideline?

As part of the new District Plan provisions for workers' temporary accommodation, this guideline has been prepared jointly by the Canterbury Earthquake Recovery Authority, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Environment Canterbury, New Zealand Transport Agency and Te Runanga o Ngai Tahu. Staff from the Stronger Christchurch Infrastructure Rebuild Team, Hawkins Construction and Fletchers EQR have also provided input.

### Principles

This guideline has four overarching principles guiding the development of workers' temporary accommodation.

1. Workers' temporary accommodation is designed to respond to the characteristics of the locality and avoid, remedy or mitigate significant adverse effects on the characteristics of local neighbourhoods.
2. Workers' temporary accommodation provides high-quality accommodation with good on-site amenity.
3. On-site management and operation of workers' temporary accommodation effectively contribute to high-quality accommodation for occupants and minimise impacts on surrounding neighbourhoods.
4. Workers' temporary accommodation is genuinely temporary in place no longer than 31 December 2022.

### Guidelines for location suitability

It is acknowledged that workers' temporary accommodation is only there for the short term and may be of a modular, repeated or re-locatable style that would not normally be expected in a residential or commercial environment. It is not expected that temporary accommodation can fully integrate into an existing community, nor is it expected that temporary accommodation will have only minor effects. However, site selection, site design and building design can help to avoid significant adverse effects on existing neighbourhoods and to provide suitable accommodation for occupants.

| Location suitability considerations   | Examples of good practice  |
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| <p>Consideration 1: Location suitability</p> <p><i>Whether a site is suitable for workers' temporary accommodation will be assessed on a case-by-case basis, taking into account:</i></p> <ul style="list-style-type: none"> <li>• <i>the scale of the development</i></li> <li>• <i>who will occupy the complex</i></li> </ul> | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• Location in the Christchurch central city is encouraged.</li> <li>• Location within the existing urban areas, particularly in existing residential or commercial areas, is encouraged.</li> <li>• Locations with incompatible adjoining or nearby uses should be avoided. Large developments should not be undertaken</li> </ul> |

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| <p><i>and the nature/location of the occupants' work</i></p> <ul style="list-style-type: none"> <li>• <i>transport options</i></li> <li>• <i>adjoining uses</i></li> <li>• <i>the availability and capacity of infrastructure to service the site</i></li> <li>• <i>physical constraints and hazards such as flood risk.</i></li> </ul> | <p>next to sensitive activities such as schools, because they may affect the amenity, character or social aspects of the area. Sites should not be chosen if adjoining uses generate significant effects on the workers that are not mitigated (eg noise, discharges or hazardous substance risk).</p> <ul style="list-style-type: none"> <li>• Water, wastewater and stormwater infrastructure should be available to the site and have the capacity required for the number of workers in the accommodation. Locations within the existing urban area have more infrastructure availability. Areas where infrastructure capacity is not currently available or is particularly fragile is shown as the pink area on the map attached to this guideline (Christchurch Wastewater Overview Map).</li> <li>• The land should be physically suitable for this type of accommodation. It will usually be necessary to avoid areas of flood risk, sensitive aquifer zones, sites on the listed land-use register, or other sites with physical constraints, unless the specific site, design or duration of the accommodation provides exceptions for developing there.</li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Location in medium or high density residential zones may be more appropriate than low density residential zones.</li> <li>• Location near to work site(s) and near to public services and facilities such as retail and entertainment areas is encouraged.</li> <li>• The suitability of the location will depend on the scale, nature and term of the development. For example, if migrant workers are living in accommodation on short-term rotation (eg, three-month rotation for a five-year period), a development may be acceptable in an industrial zone or close to the airport, but this location is less likely to be acceptable for workers who are employed for a continuous 10-year period.</li> </ul> |
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|  | <ul style="list-style-type: none"> <li>• Sites should not displace permanent uses that are planned within an overlapping timeframe. For example, it would be inappropriate to choose a greenfield residential site that will be needed for permanent residential development before the temporary accommodation units are due for removal. Similarly, it would be inappropriate to use a commercial building if that type of building is in high demand due to displacement.</li> <li>• An acceptable size of development will be smaller in a low-density residential area than in a high-density residential, commercial or mixed-use area</li> <li>• The nature of transport arrangements to be provided for occupants will determine the appropriate distance between the accommodation site and the primary work site(s). For example, a distance within 5km would be desirable if no transport is to be provided between the two sites, but a distance of up to 10km would be acceptable if transport is provided.</li> <li>• Selecting a location where public transport options are available, such as to work sites and retail/entertainment centres, is encouraged.</li> <li>• The traffic and transport effects of a location include how the development will affect amenity, traffic safety and transport efficiency. The nature of the effects depends on the size of the development and the type of road used for access to the project site. Selecting a site which avoids significant traffic or transport effects is encouraged.</li> </ul> |
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### **Guidelines for site layout and building design**

The standard of the design of buildings and the layout and orientation of buildings and activities on the site are a major influence on both the quality of the accommodation and its effects on the surrounding neighbourhood. Although the development is temporary, it may be the primary residence for an occupant for a number of months or years. A temporary accommodation project may be larger and more intense than anticipated and may have some temporary adverse effects, but site design can help to minimise the effects on the surrounding neighbourhood.

| Site layout and building design considerations  | Examples of good practice  |
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| <p>Consideration 2: Minimising effects on existing neighbourhoods</p> <p><i>It is desirable that developments are compatible with the streetscape and mitigate potential effects on the amenity of an established environment. This is a particular consideration for residential environments.</i></p> | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• Buildings such as the manager's residence, site office, communal facility, or other buildings which are not individual units should be located on street frontage if they assist in creating a compatible street frontage and a 'street address'.</li> <li>• Facilities or services on the site that are to be available for public or community use should be located on street frontages to limit public access through the site. This will also help to create a 'street address'.</li> <li>• Fencing and landscaping along road boundaries should be provided. Road fencing should not provide extensive lengths of solid screening - any fencing above 1m height should be at least 50 per cent transparent.</li> <li>• Building placement and orientation should internalise effects such as noise or lighting rather than directing effects towards neighbouring sites. Design and layout should achieve the noise standards for the zone in the District Plan. Screening or landscaping around outdoor activities that generate effects also helps to internalise effects.</li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Screen fencing between 1.8m and 2m should be provided along boundaries adjoining residential neighbours. Fencing should be designed to be compatible with the adjoining use; for example, security fencing is not compatible with a residential environment. Landscaping along boundaries is also encouraged.</li> <li>• A separation between residential boundaries and buildings, service areas and recreation areas is encouraged. For example, it might take the form of a 3m setback.</li> <li>• The site can be designed to link with existing neighbourhood services, for example by providing an appropriate location for vehicle and pedestrian access points.</li> </ul> |



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|  | <ul style="list-style-type: none"> <li>• The working patterns of the occupants and the timing of traffic movements will influence how compatible the development is with surrounding uses. For example, a large site with shift workers travelling late at night may not be suitable in a residential area.</li> <li>• Location and design of carparking and vehicle accessways should minimise internal traffic movement, minimise vehicle movements and avoid locations next to neighbouring sites.</li> </ul>  |
| <p>Consideration 3: District Plan guidance on site and building design<br/> <i>The District Plan provides relevant guidance on appropriate site and building design to achieve the outcomes anticipated for the zone.</i></p>  | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• If buildings and related services comply with the standards in the District Plan for permanent buildings, the project design is more likely to be similar to what the District Plan anticipates for the location. This measure is particularly relevant in the residential environment, and should be given particular attention near site boundaries, for example, in relation to height and setbacks from boundaries.</li> </ul>  |
| <p>Consideration 4: Unit and building design<br/> <i>The appearance and design of workers' temporary units and buildings is not expected to be to the standard anticipated for permanent accommodation. However, the choice of materials, type of construction, building size, design, and layout can contribute to a development that minimises impact on the neighbourhood while providing quality living space for occupants.</i></p> | <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Where communal facilities are provided (for example, cooking, dining, showers or recreational facilities), individual units can be small, for example a floor area of 14m<sup>2</sup> may be appropriate.</li> <li>* Where units are completely self-contained with no communal or on-site facilities, individual units should be larger to provide more living space within each unit.</li> <li>• Buildings that are highly visible from adjoining residential sites can use materials, finishes, designs and techniques to minimise effects. For example, large continuous walls could be broken, or changes in building height and scale could be used to be more compatible with the building bulk anticipated by the District Plan.</li> <li>• The design and appearance of large communal facility buildings are of particular importance as these buildings are often a focus and</li> </ul> |

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|   | <p>significant visual feature of a site.</p> <ul style="list-style-type: none"> <li>• There may be location-specific considerations relevant to building design. For example, design, construction and operation to reduce noise may be relevant in some locations near the airport or heavy industry for noise insulation. Another example of location-specific considerations would be effects relevant to a special amenity area identified in the district plan.</li> <li>• Providing weather protection at unit and building entrances is encouraged.</li> <li>• Units can be designed, constructed and located to make the most of the sun and to provide a warm and dry living environment.</li> <li>• Building design should facilitate building removal or relocation as proposed in the decommissioning strategy.</li> </ul>   |
| <p>Consideration 5: On-site facilities and services</p> <p><i>The need for on-site facilities and services will be identified on a case-by-case basis depending on the nature and size of the development. On-site facilities will help to improve the quality of accommodation, contribute to the successful operation of the site, and reduce any impact beyond the site.</i></p> | <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Sites should either be connected to council water, stormwater and wastewater networks, or be self-contained. Each site will need to determine the expected demand on services and how that demand will be met.</li> <li>• Communal facilities and services provided on-site will depend on the needs of the occupants. For example, a recreation facility may be warranted on a site of more than 100 workers. Alternatively, on-site facilities may not be necessary where public services and facilities are operating close by.</li> <li>• Where communal recreation or open space is provided, it is not necessary to provide open space with each unit, but this design is encouraged.</li> <li>• There needs to be servicing arrangements and adequate space for this. For example, the site may manage its own solid waste or may rely on the council service. The site may offer laundry service or laundry facilities may be contained in each unit.</li> </ul> |

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| <p>Consideration 6: Parking and access</p> <p><i>Providing appropriate parking and access contributes to meeting the needs of occupants while also avoiding or mitigating effects on the streetscape. Parking needs will depend on the characteristics of the occupants and the transport services provided.</i></p> | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• Where communal transport services are provided or public transport will be used between the accommodation site and work site, a minimum of one parking space per four occupants should be provided. Where no transport services are provided, the District Plan parking requirements provide relevant guidance.</li> <li>• Where transport services are provided, a bus or van drop-off/pick-up area should be provided within the site.</li> <li>• Communal transport services to both work sites and other activities should be provided on sites with more than 100 occupants.</li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Where developments accommodating over 200 people have road frontage to the Strategic Road Network (as defined in the Canterbury Regional Land Transport Strategy), access should be provided to another road unless this is not reasonably practicable.</li> <li>• Grouping parking spaces together will reduce vehicle movements within the site.</li> <li>• Avoid parking areas and accessways that adjoin residential neighbours as far as possible.</li> <li>• Providing secure, covered cycle parking is encouraged.</li> </ul> |
| <p>Consideration 7: Incorporating safety and security into design</p> <p>Adopting the principles of crime prevention through environmental design (CPTED) and limiting the potential for hazards and risks will contribute to providing accommodation that is safe for the occupants and local community.</p>        | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• <i>Site layout and features should incorporate key crime prevention through environmental design (CPTED) principles. For example, they should provide good internal site lighting, and avoid high fencing or planting at the street frontage. A reference to the national CPTED guidelines is provided at the end of this guideline.</i></li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• <i>A locking system for the doors and windows of each unit will provide security.</i></li> <li>• <i>There should be suitable access for emergency vehicles and on-site emergency management procedures.</i></li> </ul>  |

**Guidelines for on-site management and operation**

The quality of workers' temporary accommodation projects will be improved through comprehensive management. In addition, the potential adverse impacts are likely to be reduced where accommodation is comprehensively managed as a 'complex'. Depending on the size and nature of the accommodation, management as a complex may include providing services such as cleaning, catering, security, transport, health services, social support and communal recreation facilities.

| <b>On-site management considerations</b>  | <b>Examples of good practice</b>   |
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| <p>Consideration 8: On-site management arrangements</p> <p><i>Effective on-site management contributes significantly to the quality and successful operation of accommodation, and minimises potential impacts on the local community.</i></p> <p><i>On-site management linked to employment arrangements can be most effectively maintained and administered on an on-going basis.</i></p> | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• On-site management arrangements should be in place. The type of on-site management involved will depend on the size and nature of the complex. For example, for accommodation for less than 10 people, a nominated occupant could provide the on-site management role. For medium sized complexes, an appointed professional property manager could provide management services. For larger complexes a full time live-in manager would be required.</li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Depending on the size and nature of the project, a written management plan will set out all site management procedures and 'rules' including: <ul style="list-style-type: none"> <li>- roles and responsibilities</li> <li>- procedures for communication with neighbours and community</li> <li>- servicing, cleaning and maintenance arrangements</li> <li>- security and crime prevention measures</li> <li>- drug and alcohol policy</li> <li>- management of transport of workers</li> <li>- health and safety measures</li> <li>- emergency management</li> <li>- animal control</li> <li>- catering arrangements</li> <li>- noise management</li> <li>- on-site behaviour expectations</li> <li>- management of disturbances</li> <li>- parking management</li> <li>- public facility management</li> <li>- management of requests and complaints.</li> </ul> </li> </ul> |

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|  | <ul style="list-style-type: none"> <li>• Linking the on-site ‘rules’ to employment arrangements increases the status of those rules. It is possible to make this more formal link if occupancy is arranged through a specific employer.</li> </ul> |
| <p>Consideration 9: Support services<br/> <i>Providing workers with broader support will help to improve the overall quality of accommodation and help to integrate them into the local community.</i></p> | <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Providing appropriate support services - for example, pastoral care and migrant support – is encouraged.</li> </ul>  |

**Guidelines for decommissioning**

While the rebuild will continue for many years, its peak is anticipated to occur over a 5- to 10-year period. It is during this peak period that the majority of construction workers and the associated purpose-built accommodation will be required in greater Christchurch. As the standard District Plan expectations are being varied to provide for this special type of accommodation, it is critical that the temporary buildings are removed so that each development is indeed temporary and does not permanently affect the environment. A decommissioning strategy will provide confidence that these buildings are genuinely temporary and will set up the mechanisms for their removal.

| <b>Decommissioning considerations</b>   | <b>Examples of good practice</b>   |
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| <p>Consideration 10:<br/>                     Decommissioning strategy<br/> <i>Workers’ temporary accommodation will be assessed on the basis that it does not become permanent accommodation.</i><br/> <i>An enforceable decommissioning strategy is a critical component of any workers’ temporary accommodation project.</i></p> | <p><i>Key measures</i></p> <ul style="list-style-type: none"> <li>• A decommissioning strategy should be in place to confirm the long-term plan for buildings, phasing of decommissioning and removal of buildings and how the site will be reinstated ready for its anticipated permanent use.</li> <li>• All temporary units must be removed by 31 December 2022, or earlier.</li> </ul> <p><i>Other considerations</i></p> <ul style="list-style-type: none"> <li>• Building design should be a consideration in the decommissioning strategy to ensure design does not inhibit the implementation of the strategy.</li> <li>• Use of legal instruments to assist make future owners aware of the removal requirement or provide an additional means of assuring removal are encouraged, for example an encumbrance may be registered.</li> <li>• After it has been used for workers’ temporary accommodation, a site may need to be remediated to make it suitable for its anticipated long-term use.</li> </ul> |

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|  | <ul style="list-style-type: none"> <li>• If landscaping of the site has been completed, it may be possible to retain some or all of the landscaping at the reinstatement stage.</li> </ul> |
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**Guidelines for communicating with neighbours**

It is important to keep adjoining neighbours and the wider neighbourhood informed about the project as it develops and also during operation so that a project can respond to perceived or actual concerns about the accommodation. Communication procedures will normally be part of the site management plan but are also a consideration during the design phase. While the new District Plan provisions may not require the approval of affected parties and may not require limited notification for a workers' temporary accommodation project, communicating with neighbours is encouraged.

| Communication considerations   | Examples of good practice   |
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| <p>Consideration 12:<br/> <i>Communicating with neighbours throughout the design, development and operation of the accommodation project will help to contribute positively to the local neighbourhood and minimise effects on neighbours.</i></p> | <p>Other considerations</p> <ul style="list-style-type: none"> <li>• A written communication statement or plan can identify: <ul style="list-style-type: none"> <li>- key points of contact for the accommodation project during the design, development and operation of the complex</li> <li>- contact details of immediate neighbours and any local neighbourhood groups</li> <li>- when neighbours will be notified and about what.</li> </ul> </li> <li>• Key times to notify neighbours may be during site selection, when the design is complete, when construction is due to start, when occupation commences, key phases of occupancy changes, and when decommissioning commences. More regular communication during operations may be appropriate depending on the size of the accommodation complex.</li> <li>• Information that may be of interest to neighbours includes the site design, occupancy numbers, staffing, site management rules, on-site management arrangements, safety/security arrangements and occupants' employment locations.</li> <li>• Information that may be of interest to occupants includes opportunities to participate in or support community activities, sport and other recreational or cultural activities.</li> </ul> |

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|  | <ul style="list-style-type: none"> <li>• Larger accommodation projects may hold regular meetings or events with neighbours to discuss operational matters.</li> </ul> |
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### References to further information and guidance

The following information and guidance are either referred to in this guideline or provided as additional references in considerations for the design, assessment and operation of temporary accommodation for workers.

*National Guidelines for Crime Prevention through Environmental Design in New Zealand (Ministry of Justice, November 2005)*

#### Part 1: Seven Qualities of Safer Places:

<http://www.justice.govt.nz/publications/global-publications/n/national-guidelines-for-crime-prevention-through-environmental-design-in-new-zealand-part-1-seven-qualities-of-safer-places-part-2-implementation-guide-november-2005/publication>

#### Part 2: National Guidelines for Crime Prevention through Environmental Design in New Zealand Part 2: Implementation Guide:

<http://www.justice.govt.nz/publications/global-publications/n/national-guidelines-for-crime-prevention-through-environmental-design-in-new-zealand-part-2-implementation-guide>

*Council information on planning and resource consent applications*

#### Christchurch City Council:

<http://www.ccc.govt.nz/homeliving/buildingplanning/resourceconsents/index.aspx>

#### Selwyn District Council:

<http://www.selwyn.govt.nz/services/planning>

#### Waimakariri District Council:

<http://www.waimakariri.govt.nz/services/planning-resource-consents.aspx>

*Non-resident worker accommodation: Guideline for locating and designing high quality accommodation facilities (Queensland Urban Land Development Authority, Guideline No. 3, August 2011):*

[http://www.ulda.qld.gov.au/01\\_cms/details.asp?ID=157](http://www.ulda.qld.gov.au/01_cms/details.asp?ID=157)

*Workers' accommodation, Processes and standards (International Finance Corporation and European Bank, November 2009):*

[http://www1.ifc.org/wps/wcm/connect/topics\\_ext\\_content/ifc\\_external\\_corporate\\_site/ifc+sustainability/publications/publications\\_gpn\\_workersaccommodation](http://www1.ifc.org/wps/wcm/connect/topics_ext_content/ifc_external_corporate_site/ifc+sustainability/publications/publications_gpn_workersaccommodation)

*Information about the New Zealand Building Code:*

<http://www.dbh.govt.nz/bcr-about-the-building-code>

CHRISTCHURCH WASTEWATER OVERVIEW MAP

