

Bore Installers Programme

GUIDE TO BORELOG ENTRY

This document is a guide on how to undertake pre-drilling assessments to meet the requirements of the Canterbury Regional Council bore installers programme.

You will note this procedure requires the checking of different separation distances from the same features. This reflects the separation distances required under different plans and bylaws.

Before commencing works, for each bore you must

1. Obtain permission from the landowner.
2. Check the proposed site is not
 3. on contaminated land
 4. within a Rūnanga Sensitive Area
 5. in an area requiring archaeological authority
 6. in an area protected by Environment Canterbury's (ECan's) [Flood Protection and Drainage Bylaw](#)
 7. in a stream, river or lake bed.
8. Check the separation distances between the proposed site, surface water bodies, and structures.

In most cases, issues relating to one or more of the above can be resolved by moving the location of the proposed bore/gallery.

LANDOWNER PERMISSION

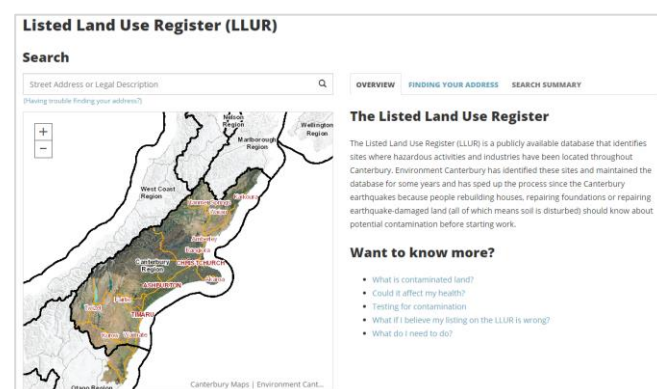
You must obtain written approval from the landowner prior to drilling a bore. Leaseholders installing bores will require permission from the landowner before commencing work.

For land owned by central or local government (ECan, Department of Conservation, New Zealand Transport Agency, Land Information New Zealand, district councils, etc.) we recommend that your client provide you with written approval from the appropriate authority prior to works commencing.

If undertaking works on the verge of a road, you or your client will need to contact the New Zealand Transport Authority and/or the territorial authority as there may be planning and/or health and safety rules specific to such an activity.

CONTAMINATED LAND CHECK

Environment Canterbury holds information about contaminated and potentially contaminated land in the [Listed Land Use Register](#). Search a property's address or legal description in the Register to see if there is any known or potential contamination on the property.



Listed Land Use Register (LLUR)

Search

Street Address or Legal Description

(Having trouble finding your address?)

OVERVIEW FINDING YOUR ADDRESS SEARCH SUMMARY

The Listed Land Use Register

The Listed Land Use Register (LLUR) is a publicly available database that identifies sites where hazardous activities and industries have been located throughout Canterbury. Environment Canterbury has identified these sites and maintained the database for some years and has sped up the process since the Canterbury earthquakes because people rebuilding houses, repairing foundations or repairing earthquake-damaged land (all of which means soil is disturbed) should know about potential contamination before starting work.

Want to know more?

- What is contaminated land?
- Could it affect my health?
- Testing for contamination
- What if I believe my listing on the LLUR is wrong?
- What do I need to do?

If we have no record of contamination at an address, you will see:

Thank you for your enquiry.

The Listed Land Use Register does not currently have any information about a Hazardous Activities and Industries List site on this land parcel.

If you would like a property statement, please fill in your details below.

If we do have record, you will see:

Thank you for your enquiry.

The Listed Land Use Register has information relating to this land parcel.

If you would like a property statement and / or a site management plan, please fill in your details below.

In this case, you will need to contact ECan's Contaminated Sites team (Contaminated.Land@ecan.govt.nz). If the land is contaminated your client may require consent.

The Register may not capture all contaminated land information. We recommend talking to the occupant and/or territorial authority to assess whether land may be contaminated. Our Contaminated Sites team is similarly available to answer any questions you may have.

For the remaining checks, we will use the [Tools for Well Drillers](#) map on [Canterbury Maps](#). We have included instructions on how to use this webpage at the rear of this document. We recommend consulting this prior to undertaking a pre-drill

assessment to ensure familiarity with the tools. If you require assistance or training, please contact us.

Click the arrow (▶) next to 'Well Drillers' in the Layers List to display the layers needed to complete your pre-drill assessment.

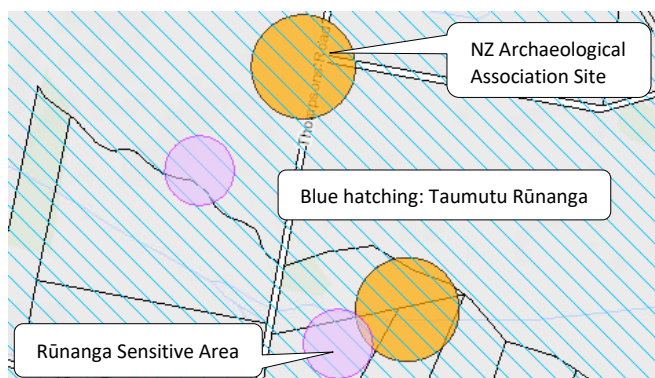
You will see some of the layer's names are coloured light grey, whereas others are coloured black. Only layers with black coloured names will display on your map. For the layers with light grey names to display, you will need to zoom in (or out).

RŪNANGA SENSITIVE AREA CHECK

Tick the box next to 'Rūnanga Sensitive Areas - earthworks' for the areas to appear as pink shapes on the map. **If your proposed drill site is located within a Rūnanga Sensitive Area, you will need to consult with Rūnanga before commencing works.**

To identify which Rūnanga to consult, turn on the 'Ngāi Tahu Rūnanga' layer and click on the Select tool (🔍). Click and drag to select your drill area and the layers overlaying it in the map. In the 'Select' window on your display, scroll down to Ngāi Tahu Rūnanga, click ... beside it and then 'View in Attribute Table' to show the Rūnanga contact information on screen.

Rūnanga have seven days to respond to your query, if you have not had a reply within seven days you may proceed.



ARCHAEOLOGICAL AUTHORITY CHECK

Close the Select window and attribute table and click (🔍) to show available layers. Tick the box next to 'New Zealand Archaeological Association Sites' for the areas to appear as orange shapes on the map. **If your proposed drill site falls within an archaeological site, you must consult with Heritage New Zealand (HNZ) before commencing works.**

To advise HNZ of which site your works may disturb, use the Select tool to get the archaeological site number (e.g. M35/123). You will need to describe to HNZ your proposed works to check whether an archaeological authority is required. If an archaeological authority is required, ensure you have

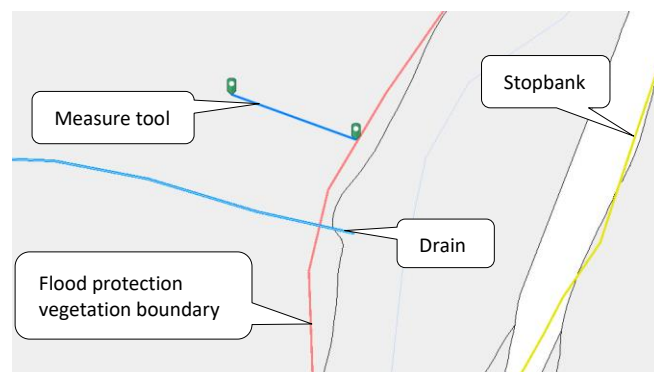
submitted your application, have had authority granted, and a copy received before proceeding with works. If HNZ advise authority is not required, you may proceed with works under the [Accidental Discovery Protocol](#).

FLOOD PROTECTION AND DRAINAGE BYLAW 2013 CHECK

Turn on the 'Drains and watercourses', 'Stopbanks', 'Stopbanks – 20m exclusion', 'Flood protection vegetation boundary', and 'Floodways' layers and measure the distance between the proposed location and these features using the Measurement (📏) tool.

The [Bylaw](#) requires that you obtain an Authority if your site is

- Within 7.5 m of a Stopbank (Rule 5.3(g)(h); yellow line)
- Within 20 m of 'Stopbanks – 20m exclusion' along parts of the lower Waimakariri and Ashley/Rakahuri river reaches (Rule 5.3(h); orange line)
- Within 7.5m of a drain/watercourse (Rule 5.1(e); double blue, purple, and green lines)
- Between Stopbanks (Rule 5.3(g)(h); yellow and orange lines)
- Within a flood protection vegetation boundary (Rule 5.4; red lines) or floodway (Rule 5.2(d); green lines).



If your client wants to install a bore/gallery within an area protected under the [Bylaw](#) they must fill out an [authority application form](#). Obtaining an authority under the Bylaw is a reasonably quick process and free of charge.

If you have any queries regarding the Bylaw or want to discuss options with the ECan River Engineers, please contact us.


STREAM, RIVER AND LAKE BED CHECK

A stream/river/lake bed is the space of land between the flood protection vegetation lines, or the area the water of a stream/river/lake cover at its fullest without overtopping its banks.

Turn on the 'Lakes, Ponds and River Labels', 'Rivers and Streams – 1:50,000', and 'Lakes, Ponds and Rivers – 1:50,000' layers. If viewing at large scale, use the 1:250,000 options.

If the site is within a stream/river/lake bed, your client may need resource consent. If this is the case, we recommend that you or your client contact our Customer Services team to discuss.

LAND AND WATER REGIONAL PLAN CHECK

Turn on the 'River Flow and Stage Monitoring Sites' 'Transpower Lines', and 'Transpower Structure' layers, and measure the distance between the proposed location and these features using the Measurement () tool.

The [Land and Water Regional Plan](#) requires that to be a permitted activity, a bore/gallery taking less than 5 L/s and 10 m³ per day per property must be located a minimum of

- i. 20 m from any surface water body (rules 5.113 and 5.114)
- ii. 20 m from any property boundary (rules 5.113 and 5.114)
- iii. 10 m from any dam, weir, bridge, network utility pole, pylon or flood protection vegetation (rules 5.136 and 5.137)
- iv. 150 m from any water level recorder (rules 5.136 and 5.137)
- v. 50 m from any defence against water (rules 5.136 and 5.137).

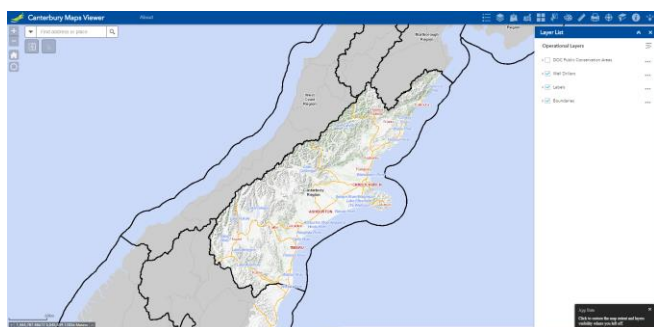
The Plan requires new septic tanks to be 50 m from a bore (rules 5.7 and 5.8) for human health reasons. Though not required as part of this programme, we recommend not installing bores closer than 50 m to septic tanks. Check this by measuring the distance between your site and features in the 'Discharge to Land Consented Activities'. Use the Select tool to open the Attribute Table and check whether the discharge is for effluent.

If your proposed site is within a minimum separation distance, we recommend relocating. If this is not possible, then you or your client should contact us to discuss options.

Drillers Checklist		
Pre-drilling	During drilling	Post-drilling
Land owner permission Contaminated land check Rūnanga sensitive area check Archaeological check Flood and Drainage Bylaw check River/lake bed check Land and Water Regional Plan check	Follow accidental discovery protocol Follow procedures for discovery of contaminated material Complete headworks appropriately Cover/cap bore Comply with NZS 4411:2001 Record bore details Record strata details	Submit details to Environment Canterbury

USING THE TOOLS FOR WELL DRILLERS MAP







The [Tools for Well Drillers](#) map is available on the [Canterbury Maps](#) website. If navigating from Canterbury Maps, search 'tools' and select the 'Tools for Well Drillers' map. The 'Tools for Well Drillers' map should open as below.



The following table lists the tools of the map and how to use them.

Button	Description
	Zoom in/out: zoom map view in or out, alternatively use your mouse wheel
	Default extent: change current map view back to default extent (extent shown when page is first loaded)
	My location: if accessing Canterbury Maps off a device that has location services enabled, use this to zoom the map to your location and add a marker
	Swipe: select layer group from the dropdown list then move the vertical marker to show (left of the marker)/hide (right of the marker) the layer group
	Elevation profile: uses the Measurement tool to show changes in elevation along a length
	Search: select the layer you are wanting to search a feature in from the dropdown list, enter the value to be searched in the search field and hit the magnifying glass to find it. Alternatively, do not

Button	Description
	About: opens help menu – this is very useful for additional assistance in using the Canterbury Maps tools
	Pop-up window tools: click the left button to hide the window and the right to close
	Legend: opens window showing all active (turned on) layers
	Layer list: contains all available layers <ul style="list-style-type: none"> Expand headings to show nested layers by clicking the arrow (▸) Turn layers on and off using the checkbox next to each heading (☑) Headings shown in light grey will not be displayed on the map. Zoom in/out to change them to black and enable their display Click ... to see options related to each layer
	Add data: allows you to add other map layers not included by default within the Tools for Well Drillers map
	Explore: allows easy access to other Canterbury Maps pages
	Basemap: change basemap used
	Select: tick the layer you want to select features from and draw an area over the target features. Click ... to open the attribute table and view feature details. Click the Clear button at the top of the Select window to clear selected features
	Draw: tools to annotate your map

Button	Description
	Measurement: select the 'Area' or 'Distance' tool to measure. Ensure you are using the appropriate unit. Single click to start measuring and add corners; double click to end
	Print: allows you to 'print to pdf'; creates a pdf file of your map based on current display
	Locate: enter coordinates to zoom to a location
	Bookmarks: access saved bookmarks
	About: information about Canterbury Maps
	Share: share your map as is directly with others