



# **MINUTES**

## **Planning and Regulations Committee Meeting**

**28 February 2019**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
PLANNING AND REGULATIONS COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON THURSDAY, 28 FEBRUARY 2019 AT 11.45AM FOLLOWING ASSET AND SERVICES**

**PRESENT:** Cr Anne Munro (Councillor), Cr Russell Armstrong (Councillor), Cr Stuart Barwood (Councillor), Cr Chris Clarke (Councillor), Cr Paul Hannagan (Councillor), Cr James Leslie (Deputy Mayor), Mayor Graham Smith (Mayor)

**IN ATTENDANCE:** Toni Morrison (Group Manager Projects and Administration), Phill Mackay (Emergency Management Officer), Charlotte Borrell (Committee Administrator)

**1 OPENING**

Cr Munro opened the meeting at 11.45am

**2 APOLOGIES**

Suzette van Aswegen (Chief Executive), Karina Morrow (Group Manager Regulations)

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4 VISITORS**

There were no visitors.

**5 REPORTS**

**5.1 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 20 NOVEMBER 2018**

**COMMITTEE RESOLUTION PRC/2019/71**

Moved: Cr Stuart Barwood

Seconded: Cr Chris Clarke

1. That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 20 November 2018 be received and adopted as a true and accurate record of the meeting.

**CARRIED**

**5.2 CIVIL DEFENCE AND EMERGENCY MANAGEMENT OFFICERS REPORT**

**STAFF RECOMMENDATIONS**

That the information be noted.

### 5.3 MAYORAL EMERGENCY RELIEF FUND POLICY AND PROCEDURES

#### PURPOSE OF REPORT

For Council to endorse the Mayoral Emergency Relief Fund Policy.

Cr Clarke complimented the report and the work Katherine Hill has done.

This is a policy to handle donated funds. There is a definite need to have a policy to handle these funds. A council donation would be an unfunded expenditure item. The committee discussed the definition of "business". Phill Mackay confirmed that it can be amended, and it is flexible when we open the fund to specify what people are donating to.

#### COMMITTEE RESOLUTION PRC/2019/72

Moved: Cr Paul Hannagan

Seconded: Cr Russell Armstrong

1. That the report be received.

**CARRIED**

#### COMMITTEE RESOLUTION PRC/2019/73

Moved: Cr Stuart Barwood

Seconded: Cr Paul Hannagan

2. That the Committee endorse the Mayoral Emergency Relief Fund Policy.

**CARRIED**

### 5.4 TWIZEL COMMUNITY RESILIENCE PLAN

The committee complimented Phill Mackay and Katherine Hill on their work.

Mr Mackay requested that the Mayor or Chair could make a statement to the media after this meeting. There will be a roadshow in the district that this plan will be publicised at.

Mr Mackay left the meeting to attend a fire alarm at 11.58am

The risk of inundation at the Pukaki Airport was discussed. Should there be a warning system for residents? Toni Morrison recommended a solution would be something set up for civil defence warning purpose. The investment required for risk of inundation is very high. The best option would be to educate and prepare the community. Pukaki Airport have employed a supervisor and a trailer is being set up with emergency equipment for first response.

#### STAFF RECOMMENDATIONS

That the information be noted.

**5.5 MACKENZIE ALIGNMENT UPDATE**

The Mayor has received feedback that the alignment group is operating as it should be.

**COMMITTEE RESOLUTION PRC/2019/74**

Moved: Cr Chris Clarke  
Seconded: Cr Russell Armstrong  
That the report be received.

**CARRIED**

**The Meeting closed at 12.07pm.**

**The minutes of this meeting were confirmed at the Planning and Regulations Committee Meeting held on 9 April 2019.**

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**CHAIRPERSON**