



**Notice is given of a Strategy Committee Meeting to be held on:**

**Date: Tuesday, 9 April 2019**  
**Time: Following Audit and Risk Committee**  
**Location: Council Chambers**  
**Fairlie**

# **AGENDA**

## **Strategy Committee Meeting**

**9 April 2019**

**Suzette van Aswegen**  
**Chief Executive Officer**

**Strategy Committee Membership:**

James Leslie (Chair)  
Stuart Barwood  
Russell Armstrong  
Chris Clarke  
Paul Hannagan  
Anne Munro  
Mayor Graham Smith

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**The purpose of local government:**

(1) The purpose of local government is—

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

(2) In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—

- (a) efficient; and
- (b) effective; and
- (c) appropriate to present and anticipated future circumstances.

(Local Government Act 2002)

**Order Of Business**

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- 1 OPENING**
- 2 APOLOGIES**
- 3 DECLARATIONS OF INTEREST**
- 4 VISITORS**

## **5 REPORTS**

### **5.1 MINUTES OF STRATEGY COMMITTEE MEETING - 20 NOVEMBER 2018**

**File Reference:** PAD

**Author:** Charlotte Borrell, Committee Administrator

**Authoriser:** Suzette van Aswegen, Chief Executive Officer

**Attachments:** 1. Minutes of Strategy Committee Meeting - 20 November 2018

#### **RECOMMENDATION**

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



# **MINUTES**

## **Strategy Committee Meeting**

**20 November 2018**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
STRATEGY COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON TUESDAY, 20 NOVEMBER 2018 AT FOLLOWING THE FORESTRY BOARD MEETING**

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

**IN ATTENDANCE:** Suzette van Aswegen (Chief Executive), Paul Morris (Group Manager Finance), Toni Morrison (Group Manager Projects and Administration), Arlene Goss (Committee Administrator)

**1 OPENING**

The chairman welcomed everyone to the meeting.

**2 APOLOGIES**

There were no apologies.

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4 VISITORS**

There were no visitors.

**5 REPORTS**

**5.1 MINUTES OF THE LAST MEETING**

**COMMITTEE RESOLUTION STR/2018/21**

Moved: Mayor Graham Smith

Seconded: Cr Stuart Barwood

That the Minutes of the Strategy Committee meeting held on August 28, 2018, be received and adopted as a true and accurate record of the meeting.

**CARRIED**

**5.2 GOVERNANCE STRUCTURE FOR THE PREPARATION OF A FEASIBILITY STUDY TO DETERMINE A PATHWAY TOWARDS A SUSTAINABLE FUTURE FOR THE DISTRICT**

The purpose of this report was for the Strategy Committee to familiarise itself with the Provincial Growth Fund application, to determine the most appropriate governance structure to govern the preparation of the feasibility study, and to nominate the representatives for the proposed governing body.



Chief executive Suzette van Aswegen said she and the Mayor have a meeting with MBIE on Friday and would be likely to have an answer on the application then.

Assuming the money was granted, the next stage required council leadership and strict governance. Page 51 of the application (attached to the agenda) sets out an eight-step process to follow. There are very few consultants in New Zealand who can do this type of study, so it was important to find the right one.

Discussion took place on the structure and role of the committee to oversee the work. A six-week meeting cycle would be too slow for this work. The committee needed to be set up so the full Council remained the final decision maker.

The chairman suggested establishing a committee of Council, to include the Mayor and one councillor from each ward. Councillors said the study was critical to the district and they should all be involved. It was also essential that people in the district felt represented, and including all of the councillors would achieve that. The chairman said members would need to be committed to attending meetings at short notice. He asked if there was any councillor who did not want to be on the committee and nobody spoke.

Discussion followed on whether the already-established Strategy Committee should become this committee, or whether a new committee should be set up.

The councillors also debated whether this committee would make decisions, or recommend decisions to full Council. There was support for Council keeping control. Extraordinary meetings of Council would be required to accept the resolutions. This would provide a back stop.

Was there a way to co-opt people to the Strategy Committee, or would a new committee be required. It was agreed to make this a new committee. Cr Clarke suggested pencilling in a regular day to keep aside for these meetings. The committee administrator was asked to put a tentative placeholder into calendars for every second Thursday following the date of the first meeting of the new committee.

Will the committee elect its own chair or will the Chair be appointed. This would be in the draft terms of reference to come to Council for a decision. Cr Leslie believed the Mayor should be appointing both the chair and the deputy chair.

The wording of the resolutions was discussed and put as follows.

**COMMITTEE RESOLUTION STR/2018/22**

Moved: Cr James Leslie

Seconded: Cr Chris Clarke

1. That the report be received.

**CARRIED**

**COMMITTEE RESOLUTION STR/2018/23**

Moved: Cr Anne Munro

Seconded: Cr Russell Armstrong

2. That the Strategy Committee familiarise itself with the contents of the Provincial Growth Fund Application for the preparation of a feasibility study to determine a pathway towards a sustainable future for the district, as attached.
3. That the Committee recommends to Council that:

- (a) A new committee of Council with, co-opted members, be formed to govern the preparation of the feasibility study.
- (b) The committee be called the Feasibility Study Committee.
- (c) All councillors represent Council on the committee.
- (d) The rest of the committee be made up of three representatives from the Mackenzie Development Group, one representative from New Zealand Transport Agency, one representative from Department of Conservation, one representative from ChristchurchNZ, one representative from Land Information New Zealand, representatives from the Papatipu Rūnanga and any other representatives as directed by the Ministry of Business, Innovation and Employment, if any.

**CARRIED**

**6 PUBLIC EXCLUDED MINUTES**

**6 MINUTES OF THE PUBLIC EXCLUDED STRATEGY COMMITTEE MEETING - 28 AUGUST 2018**

**COMMITTEE RESOLUTION STR/2018/24**

Moved: Cr Stuart Barwood

Seconded: Cr Paul Hannagan

That the Minutes of the Public Excluded Strategy Committee Meeting held on Tuesday 28 August 2018 be confirmed as an accurate record.

**CARRIED**

**The Meeting closed at 10.39am.**

**The minutes of this meeting were confirmed at the Strategy Committee Meeting held on 15 January 2019.**

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**CHAIRPERSON**

**5.2 THE FRESH AIR PROJECT - PROPOSED SMOKEFREE OUTDOOR DINING PILOT****File Reference:** PAD 4**Author:** Katherine Hill, Senior Corporate Planner**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** Nil**Council Role:**

- Advocacy When Council or Committee advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive The substantial direction setting and oversight role of the Council or Committee e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative Includes adopting District Plans and plan changes, bylaws and policies.
- Review When Council or Committee reviews decisions made by officers.
- Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice, e.g. resource consent or planning applications or objections, consents or other permits/licences (e.g. under Health Act, Dog Control Act) and other decisions that may be appealable to the Court including the Environment Court.
- Not applicable (Not applicable to Community Boards).

**PURPOSE OF REPORT**

For the Committee to consider endorsing and supporting the proposed Fresh Air Project – Smokefree Outdoor Dining in Mackenzie trial.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the Strategy Committee endorse the proposed *Fresh Air Project – Smokefree Outdoor Dining in Mackenzie* pilot.
3. That the Strategy Committee agree to providing support to the project by:
  - (a) Sharing promotion material prepared by CPH on Council's website and facebook pages;
  - (b) Nominating Councillor [name] as a Champion of the pilot to make some media statements (with the support of CPH) and speak with venues if requested;
  - (c) Inviting CPH to present the findings of the Smokefree Outdoor Dining pilot to Council at its completion.

## BACKGROUND

In March 2011 the Government adopted its Smokefree Aotearoa 2025 goal, with the target of less than 5% of New Zealand's population smoking by 2025. To achieve this, government is focussed on:

- protecting children from exposure to tobacco marketing and promotion
- reducing the supply of, and demand for tobacco
- providing the best possible support for quitting.

Council recognised the government's goal in the Long Term Plan 2018-28, committing to working towards smokefree public areas across the district and the development of a smokefree policy and strategy by Year 2 of the LTP (2019/20). At present, Council has a smokefree policy relating to Council owned parks and sports grounds.

Community and Public Health (CPH) Team Leader Rose Orr and Smokefree Health Promoter Hazel Guyan presented on a proposed Smokefree Outdoor Dining in the Mackenzie pilot at Council's workshop on 21 February 2019.

The Fresh Air project is a voluntary smoke-free and vape-free outdoor dining experience which cafés, restaurants and bars can opt-into. The project seeks to reduce second-hand smoke exposure at outdoor dining venues, and de-normalise smoking. Support will be provided to the participating venues by CPH through signage, resources and staff support. Participating venues will also be promoted on the Fresh Air Project website.

The *Smokefree Outdoor Dining* pilot is a joint project run by the Community and Public Health (CPH), the District Health Board and Cancer Society. These organisations will resource and manage the pilot but request the following support from Council:

1. Share promotion material prepared by CPH on Council's website and facebook pages;
2. Nominate a Councillor as a Champion of the pilot to make some media statements (with the support of CPH) and speak with venues if requested;
3. Invite CPH to present the findings of the Smokefree Outdoor Dining pilot to Council at its completion.

The Committee is also asked to endorse the pilot.

## POLICY STATUS

The pilot, if supported by Council would be in accordance with Council's Long Term Plan 2018-28. The pilot does not impact on Council's current smokefree policy.

## SIGNIFICANCE OF DECISION

This matter is not considered to be significant as assessed against Council's Significance and Engagement Policy.

## OPTIONS

The Committee has the following options available to it:

**Endorsing the Pilot**

1. Endorse the *Fresh Air Project – Smokefree Outdoor Dining in Mackenzie* pilot;

OR

2. Decline to endorse the *Fresh Air Project – Smokefree Outdoor Dining in Mackenzie* pilot.

**AND**

**Supporting the Pilot**

3. Agree to provide the following support to the pilot:

- a. Share promotion material prepared by CPH on Council's website and facebook pages;
- b. Nominate a Councillor as a Champion of the pilot to make some media statements (with the support of CPH) and speak with venues if requested;
- c. Invite CPH to present the findings of the Smokefree Outdoor Dining pilot to Council at its completion.

OR

4. Agree to provide support differing from the request from CPH and otherwise specified.

OR

5. Decline to provide support to the pilot.

Council has recognised the government's goal of Smokefree 2025 in its Long Term Plan 2018-28. The proposed pilot endeavours to make a contribution to the achievement of this goal. For these reasons it is recommended that Council endorse the pilot in accordance with option 1.

As noted, Community and Public Health, the District Health Board and Cancer Society will lead the pilot, and provide the necessary resources. Council is asked to support this in a way which will incur minimal cost and time for Councillors and Council staff. For these reasons, if Council is minded to endorse the pilot, option 3 is recommended.

**CONSIDERATIONS****Legal**

N/A

**Financial**

Costs associated with supporting the pilot would be minimal and can be managed within existing budgets.

**Other**

N/A

**CONCLUSION**

Following from the February 2019 workshop, the Committee is asked to formally endorse the proposed *Fresh Air Project – Smokefree Outdoor Dining in Mackenzie* pilot. If the Committee is minded to endorse the pilot, it is also asked to consider supporting the management of the pilot through sharing of promotional material etc.

This project, if endorsed would contribute to the government's goal of Smokefree Aotearoa 2025 and would be in accordance with Council's Long Term Plan 2018-28.

SUZETTE VAN ASWEGEN  
**CHIEF EXECUTIVE OFFICER**