



Mackenzie

DISTRICT COUNCIL

Notice is given of a Planning and Regulations Committee Meeting to be held on:

Date: Tuesday, 10 May 2022

Time: Following the Commercial and Economic Development Committee

Location: Council Chambers

Fairlie

AGENDA

Planning and Regulations Committee Meeting

10 May 2022

Note: This meeting will be digitally recorded by the minute-taker

Planning and Regulations Committee Membership:

Anne Munro (Chair)
Stuart Barwood
James Leslie
Graham Smith
Emily Bradbury
Murray Cox
Matt Murphy

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)

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

5 REPORTS

5.1 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 15 FEBRUARY 2022

Author: Arlene Goss, Governance Advisor

Authoriser:

Attachments: 1. **Minutes of Planning and Regulations Committee Meeting - 15 February 2022**

RECOMMENDATION

1. That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 15 February 2022 be received and confirmed as an accurate record of the meeting.



Mackenzie

DISTRICT COUNCIL

Unconfirmed MINUTES

**Planning and Regulations Committee
Meeting**

15 February 2022

**MINUTES OF MACKENZIE DISTRICT COUNCIL
PLANNING AND REGULATIONS COMMITTEE MEETING
HELD ONLINE ON TUESDAY, 15 FEBRUARY 2022 FOLLOWING THE COMMERCIAL AND ECONOMIC
DEVELOPMENT COMMITTEE**

PRESENT: Cr Anne Munro (Chairperson), Cr Stuart Barwood, Deputy Mayor James Leslie, Mayor Graham Smith, Cr Emily Bradbury, Cr Murray Cox, Cr Matt Murphy

IN ATTENDANCE: Angela Oosthuizen (Chief Executive), David Adamson (General Manager Operations - Acting), Paul Numan (General Manager Corporate Services), Arlene Goss (Governance Advisor), Aaron Hakkaart (Planning Manager), Mark Offen (Regulatory Officer), Tina Donald (Building Regulatory Manager)

1 OPENING

The chairperson opened the meeting and welcomed everyone.

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 PLANNING AND REGULATIONS COMMITTEE MEETING - 16 NOVEMBER 2021

COMMITTEE RESOLUTION PRC/2022/110

Moved: Cr Stuart Barwood

Seconded: Cr Murray Cox

1. That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 16 November 2021 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 REPORT ON COUNCILS BUILDING CONTROL AUTHORITY

Tina Donald spoke to this report. Building consent numbers were up and the increase could be double last year. Building consent targets were on track. Complaint numbers were down.

Cr Barwood asked about the large number of building consents being returned with requests for information. Tina Donald said a lot of designers were not educated and relied on council staff to send them questions with what was required for a building consent. Some designers were almost expecting council to design their building. Was there a communication that could go out to improve this? Yes. A blurb will go on the website aimed at designers.

Would a session with the contractors be helpful? Tina Donald said she was happy to do something if required. These designers also worked in neighbouring districts, so any initiative would involve other councils such as Timaru and Waimate.

5.3 PLANNING DEPARTMENT UPDATE

Aaron Hakkaart took his paper as read and noted a new staff member had joined the team, named Rachel Hickling. Liz Whyte had also accepted the role of principal policy planner. She would be introduced at an upcoming workshop.

5.4 REGULATORY REPORT

David Adamson said Council was in discussion with Timaru District Council regarding a joint dog pound arrangement. There has been a number of issues with roaming dogs recently.

The emergency manager positions would be filled by Joe Rush. Mark Offen was thanked for filling this role in the meantime.

Cr Leslie asked for an update on the cat problem at Simons Street in Twizel. This would be discussed later in the meeting.

The Mayor asked about using smart tags on dogs. These would help identify dog owners. David Adamson said there had been a staff discussion on this and it would be a significant cost for little benefit for council, but might benefit dog owners. Many roaming dogs are microchipped. He did not believe this would be worth exploring further.

6 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION PRC/2022/111

Moved: Cr Murray Cox

Seconded: Cr Emily Bradbury

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>6.1 - Minutes of Public Excluded Planning and Regulations Committee Meeting - 16 November 2021</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>CARRIED</p>		

COMMITTEE RESOLUTION PRC/2022/112

Moved: Mayor Graham Smith
 Seconded: Cr Murray Cox

That the meeting moves out of public excluded into public meeting.

CARRIED

The Meeting closed at 1.28pm.

The minutes of this meeting were confirmed at the Planning and Regulations Committee Meeting held on 10 May 2022.

.....
CHAIRPERSON

5.2 PLANNING DEPARTMENT UPDATE

Author: Rachael Willox, Planning

Authoriser: David Adamson, General Manager Operations - Acting

Attachments: Nil

STAFF RECOMMENDATIONS

That the information be noted.

BACKGROUND

The purpose of this report is to update the Planning and Regulation Committee on current activities relating to the Planning Team.

RESOURCE CONSENTS

February 2022

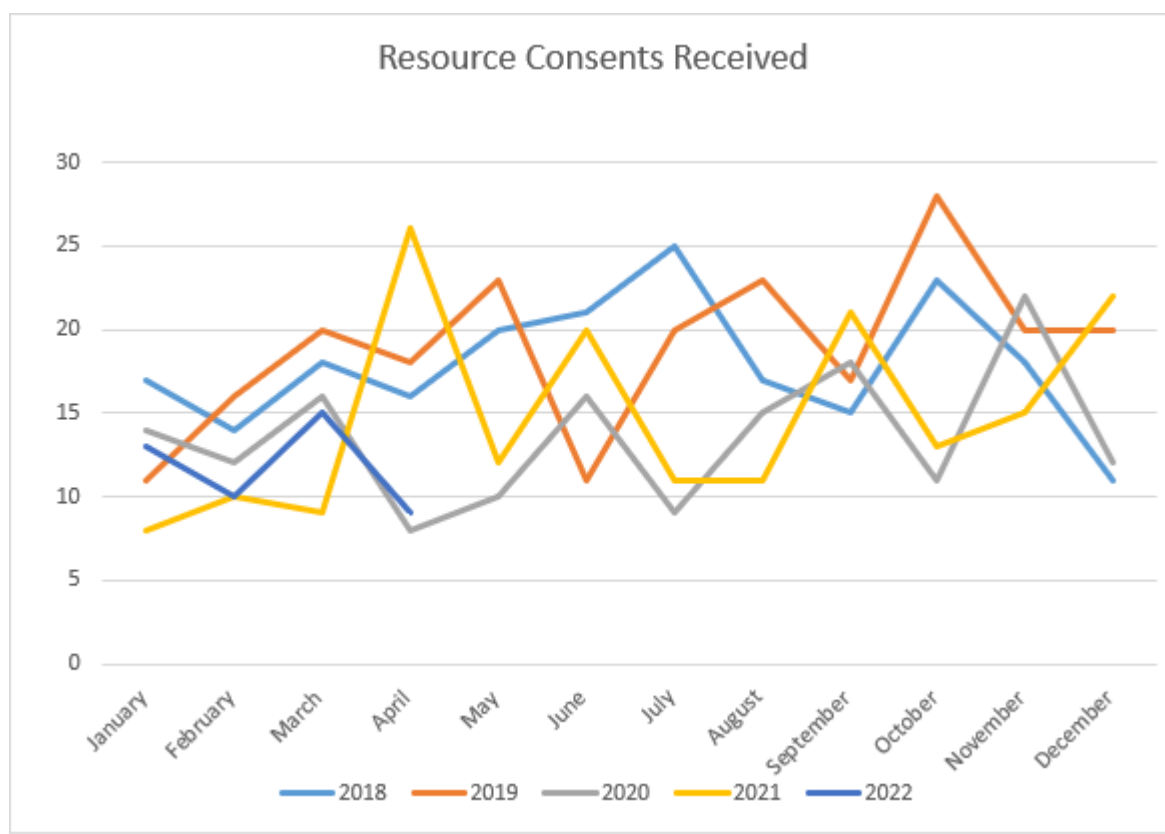
- 10 Resource Consents were received.
- 15 Resource Consents were processed to completion.
- 100% were processed within statutory timeframes.
- The average processing day was 15.

March 2022

- 16 Resource Consents were received.
- 10 Resource Consents were processed to completion.
- 100% were processed within statutory timeframes.
- The average processing day was 13.

April 2022

- 9 Resource Consents were received.
- 12 Resource Consents were processed to completion.
- 100% were processed within statutory timeframes.
- The average processing day was 15.



Resource Consent numbers in 2022 are on par with the numbers in 2021 and are still down compared to pre-COVID-19 levels. Volatility in the number of consents received from month to month means it is challenging to predict future workflows. Staff continue to ensure there is processes, and procedures in place to ensure all consents are processed in statutory timeframes.

POLICIES AND BYLAWS

A call for Mobile Shops and Traders License Applications has been made for the 2022 to 2023 Financial Year. The application period will close on 31 May in accordance with the Mobile Shops and Traders Bylaw 2021. At the close of the application period all applications will be assessed, and a mobile trading schedule will be designed for the identified locations. The granted licenses will be issued 1 July 2022 and will be valid till the 30 June 2023.

Staff also continue to work on the review of Council Policies and Bylaws and are investigating the need for additional Policies and Bylaws. Staff continue to actively monitor the Governments proposed freedom camping changes to ensure that the Mackenzie District Council can participate and access any funding.

CONCLUSION

This report provides a high-level overview of the Planning Teams activities since the last Planning and Regulations Committee Meeting.

5.3 DISTRICT PLAN REVIEW UPDATE

Author: Aaron Hakkaart, Manager - Planning
 Rachael Willox, Planning
Authoriser: David Adamson, General Manager Operations - Acting
Attachments: Nil

STAFF RECOMMENDATIONS

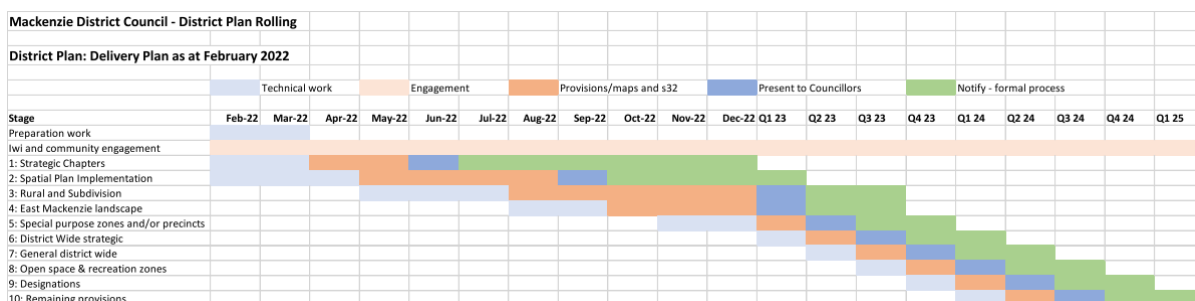
That the information be noted.

BACKGROUND

The purpose of this report is to update the Planning and Regulation Committee on the District Plan Review.

WORK PROGRAMME

The outcomes of the ILM workshop have been used by the project team to compile a work program for the District Plan Review that recognises the projects risks and creates achievable workstreams. In total 10 stages are proposed to complete the review, with notification of each stage at quarterly intervals, concluding in notification of the final stage in the last quarter of 2024.



The work programme is a working document and will be subject to change as necessary, as the review progresses.

At present we are on track with the proposed timing with public engagement on the review about to launch.

ENGAGEMENT

A practitioners webinar was held at the beginning of April and was well attended.

The project team continue to build an engagement database, which will be a living document throughout the review process.

A lot of work has been put into creating a District Plan Review Hub online. This will be launched for the public very shortly and will be housed within Council's Let's Talk platform.

STAGE 1

The background discussion paper has been completed and workshopped with Council along with a proposed approach. Public engagement informing the community will be undertaken including information on the proposed strategic directions. Initial work on the technical detail that will make up the Section 32 Report, which is used for formal public engagement and decision making is beginning.

STAGE 2

The background discussion paper has been completed and will be workshopped with Council on 3 May. Significant public engagement on Stage 2 will be required, in addition to the Spatial Plan engagement which has already been completed. The engagement is planned to begin at the end of May following the Council Workshop on 3 May.

Technical inputs such as landscape, urban design and natural hazard reports have been scoped and briefs have been circulated. Initial comments have been gathered and will be used to direct further engagement.

STAGE 3 AND 4

Initial discussions have begun around resourcing these stages with the appropriate expertise and time commitment.

CONCLUSION

This report provides an overview of the District Plan Review since the last Planning and Regulations Committee Meeting.

6 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION		
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