

Minutes of a meeting of the Policy and Planning Committee, held in the Council Chambers, civic administration building, 29 Bowler Avenue, Gore, on Tuesday 7 March 2023, at 5.17 pm.

Present His Worship the Mayor (Mr B R Bell), Cr Hovell (Chairperson), Crs Dickson, MacDonell, McKenzie and R McPhail.

In attendance Crs Gardyne, P McPhail, the Chief Executive (Mr Stephen Parry), General Manager Corporate Support (Ms Lornae Straith), General Manager Critical Services (Mr Jason Domigan), General Manager Communications/Customer Support (Sonia Gerken), Governance Manager (Susan Jones), Building Control Manager (Mr Russell Paterson), Roading Asset Manager (Mr Murray Hasler), Policy Officer (Mr Morgan Edwards), Katrina Ellis (The Property Group) and one member of the public in the gallery.

Apology Cr Reid apologised for absence which was accepted on the motion of Cr R McPhail, seconded by Cr MacDonell.

Cr Hovell welcomed those present to the meeting. He acknowledged the Council's new Policy Officer, Morgan Edwards. By way of introduction, he made some comments about the broad range of responsibilities of the Committee. It also had an overview role of the District Plan review. The Committee needed to be efficient in the way it dealt with its tasks and would rely on assistance from staff.

1. URGENT LATE ITEM

Cr Hovell THAT pursuant to Section 46 A (7)(a)(i) of the Local Government Official Information and Meetings Act 1987, the Committee consider its title.

Cr Hovell said after considering the functions of the Committee, he thought the title was misleading by referring to policy and planning. After consulting with staff, it was agreed it should be raised at the meeting and it was not an issue they would report on. He did not believe it could wait until a further meeting and the Committee should agree to use the title from day one.

The motion was seconded by Cr MacDonell, was put and it was carried.

2. RE-NAMING OF COMMITTEE

Cr Hovell asked for any comment about the name Policy and Planning versus Policy and Regulatory Committee. There were none.

RECOMMENDED on the motion of Cr MacDonell, seconded by Cr Dickson, THAT the Committee be known as the Policy and Regulatory Committee.

2. REGULATORY SERVICES REPORT

A regulatory services report from the senior Regulatory Officer covering alcohol licensing, abandoned vehicles, noise control, litter and animal control had been circulated with the agenda.

RECOMMENDED on the motion of Cr R McPhail, seconded by Cr MacDonell, THAT the report be received.

3. REPORT ON BUILDING CONTROL ACTIVITIES

A report on building control activities from the Building Control Manager had been circulated with the agenda. The report covered processing timeframes, upcoming projects, staff resourcing and welfare and staff training. The Manager added more than 80% of consents were being issued within the 20 day statutory timeframe.

In response to Cr McKenzie, the Manager advised the hydrogen plant was to install and manufacture a storage facility for HWR Group with ten of its vehicles being converted initially. He understood it was the first of its type in New Zealand. Cr R McPhail commended Gillian Bedwell on achieving an A mark for her Diploma studies. He asked if the new consent application process had been accepted. The Manager said most customers were managing the new system.

Cr Hovell asked if anyone could view a building consent. The Manager said a property search would reveal whatever was publicly available. Once consent had been granted, it was public record, but until a Code of Compliance had been issued, nothing else was in the Council's system.

Cr Dickson asked if there had been a slowdown in building consents. The Manager said there had been a slight decline. There was still activity in the commercial area.

His Worship asked if it was worth educating elected members on the hydrogen project either by staff or the company. The Manager said the presentation had been very informative. The company had assured the Council the plant was less dangerous than petroleum and there was no real risk to the public or general users.

RECOMMENDED on the motion of Cr Dickson, seconded by Cr MacDonell, THAT the report be received.

4. ROADING BYLAW REVIEW 2023 (SC3648)

A report had been received from the Roading Asset Manager advising that Bylaws needed to be reviewed periodically to ensure the relevancy of issues covered. There was a need to review the existing Roading Bylaw and to include additional issues that were not currently covered in the Bylaw as well as remove clauses that were no longer relevant and which may conflict with other Council documents. The existing Bylaw had commenced on 1 March 2012 and covered issues such as speed limits, traffic, vehicle crossings, stock movement on roads and other activities on roads.

The Manager highlighted a number of likely amendments that would be required to the current Roading Bylaw. A report on some of the issues would be presented to the Council.

Cr Dickson asked if the Council did not provide an area for trucks to park, where could they park. There were a lot of truck drivers who lived in Gore. The Manager said what happened in other Districts was trucks were parked on generally residential zoned streets that were subject to a prohibition. There were a number of streets in Gore, particularly in the commercial or industrial zone, that lent themselves to truck parking. It was an issue that transport companies should be dealing with rather than the Council and there was quite a bit of cost involved in providing those facilities. The other issue related to companies that did not have a base in a town and had arrangements with companies to have their trucks parked on those sites. The issue in Mataura appeared to be local drivers as opposed to drivers who were not breaking their journey. In speaking with Transport New Zealand who represented most of the transport companies, it had stated it was laziness on the part of truck drivers who wanted to park outside their own residential property. Trucks caused quite a bit of damage in residential areas particularly if they were loaded and that resulted in a cost, annoyance and inconvenience to members of the public.

Cr Hovell said there were some heavy vehicles from other Council areas who used the District's gravel roads to access a State Highway. The Manager said it was a good example of issues that were covered in the Bylaw and he encouraged Councillors who were aware of those situations to bring it to his attention. Other Councils had sections in their Bylaws that precluded trucks accessing certain gravel roads if they did not have legitimate business on those roads.

RECOMMENDED on the motion of Cr R McPhail, seconded by Cr MacDonell, THAT the report be received,

AND THAT the Committee note the proposed commencement of a review of the Roading Bylaw 2011.

5. PLANNING SERVICES REPORT

A planning services report had been received from Katrina Ellis, Senior Planner with The Property Group. The report covered consent numbers from 1 November to 31

December 2022 inclusive along with details of the consents issued. Consent numbers were down a little which was typical for the start of a year. Time would tell if that was a trend.

Cr Hovell understood once a consent was accepted for processing, it was public information. He asked what information on a consent was released to the public.

Ms Ellis said the consent folder was publicly available if anyone requested to see consent applications. Cr Hovell asked that in the interests of open government was there any impediment to publishing consent details on the Council's website. The Chief Executive advised there was not and it would be taken care of.

RECOMMENDED on the motion of Cr Dickson, seconded by Cr MacDonell, THAT the report be received.

6. BYLAW AND POLICY REVIEW (SC0107/SC0110)

A report had been received from the Chief Executive providing an insight into forthcoming policy and bylaw review work. Bylaws that were due for review by the Council this year included the Dog Control Bylaw 2013 and the Roding Bylaw 2011. The Council had a Fire Protection/Vegetation Bylaw 2008 that had lapsed and would need to be the subject of a fresh appraisal as to whether a Bylaw in that area was required. The creation of Fire and Emergency New Zealand in 2017 may have made the Bylaw redundant.

The Council also had a number of policies that required periodic review. Some of the policies, particularly in the area of financial planning, were reviewed regularly through the Long Term Plan processes. Others that were of a financial flavour, eg Fraud Policy 2007, would be the preserve of the Audit and Risk Committee for review.

Suggested policies for the Committee to review were as follows:

- Financial Contributions Policy (2018)
- Commercial and Industrial Development Contribution Disbursement Policy (2007)
- Dangerous and Insanitary Buildings Policy (2017)
- Election Signs Policy (2020)
- Psychoactive Substances Policy (2014)
- Dog Control Policy (2004) to be reviewed in tandem with the Dog Control Bylaw.
- Community Grants Policy (2012)
- Road Stopping Policy (2011)
- Road Naming Policy (2013)
- Dust Suppression Policy (2020)
- Gambling Venue Policy (2021)
- TAB Venue Policy (2021)

- Local Alcohol Policy (2020)

His Worship asked that a similar list of policies relating to Audit and Risk be considered by that Committee.

Cr Hovell referred to the Election Signs Policy that had been introduced in 2020. Local elections would not be held for another three years and the legislation also applied to national elections that would be held later in the year. He wondered to avoid any confusion if there was merit putting the Policy in abeyance for 2023.

His Worship asked for a schedule of policies to be prioritised for consideration by the Committee.

His Worship recommended THAT all policies be prioritised and scheduled with relevant timelines for both the Policy and Planning and Audit and Risk Committees.

The recommendation was seconded by Cr Dickson.

Cr McKenzie believed anyone who had a dog in the town should be licensed as being fit to own a dog. The Chief Executive said the legislation provided that a dog must be registered. Owners had legislative responsibilities. Unless someone was prohibited through past misdemeanours, they were entitled to own a dog.

Cr Dickson said there was still a lot of Streets Alive infrastructure remaining on streets and people were wanting it to be cleared away. Cr Hovell said it would be noted and dealt with.

The recommendation was put and it was carried.

The meeting concluded at 6.00pm