MINUTES OF THE DISTRICT PLANNING AND REGULATION COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 20 JUNE 2017 1.00PM.

PRESENT
Councillor J Meyer (Chair), Mayor D Ayers (arrived 1.59pm, at the commencement of item 8.1), Councillors N Atkinson, P Allen, and D Gordon.

IN ATTENDANCE
Councillors
Messrs J Palmer (Chief Executive), S Markham (Manager Strategy and Engagement), V Caseley (District Plan Manager), T Ellis (Development Planning Manager), M Bacon (Team Leader Resource Consents) and L Courtney (Governance Secretary).

1. APOLOGIES

Moved Councillor Allen seconded Councillor Gordon
THAT an apology be received and sustained from Councillor Doody for absence.

CARRIED

2. CONFLICTS OF INTEREST

Nil.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on 18 April 2017

Moved Councillor Atkinson seconded Councillor Allen
THAT the District Planning and Regulation Committee:

(a) Confirms, as a true and correct record, the circulated minutes of the meeting of the District Planning and Regulation Committee held on 18 April 2017.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

5. PRESENTATION

There were no presentations.

6. REPORTS

6.1 Resource Legislation Amendment Act 2017 – Victoria Caseley (Plan Implementation Manager) and Trevor Ellis (Development Planning Manager)

V Caseley took the report as read, clarifying that further information regarding the amendments would be presented at the Committee's scheduled briefing on 11 July 2017. This allows more time for staff to continue to work with the
Ministry for the Environment on how some of the amendments will impact on current practices and policies.

Councillor Allen queried the notification of a resource consent to a neighbouring property. V Caseley advised that the notification process in relation to Resource Consents has changed substantially. It is now a step through process with many activities now precluded from full public notification. These relate to Boundary Activities, which are deemed Residential Activities, and subdivisions that are classified Discretionary Restricted or Discretionary, and are now precluded from full notification. Boundary Activities, which relate to activities such as set backs and recession planes, no longer require a Resource Consent. Previously a written consent was required from the owner and the occupier, whereas now the written consent is only required from the owner. V Caseley advised the Council always sought to get written consent from both the owner and occupier if it was known that they were different people. For other Resource Consents, the written consent from the owner and the occupier is still required.

Deputy Mayor Felstead, in relation to the changes to Development Contributions, sought clarification as to whether the Council could continue to require Roading Contributions. V Caseley advised that staff were currently seeking legal advice on financial contributions, in particular Development Contributions. It is likely that Roading Contributions will need to be built into Development Contributions. Staff are also seeking clarification on what can be deemed a Financial Imposition (or commitment) and how that in turn impacts on Financial or Development Contributions. The outcome could have bearing on how these contributions are calculated nationally.

Moved Councillor Atkinson seconded Councillor Allen

THAT the District Planning and Regulation Committee:

(a) **Receives** report No. 170608058651.

(b) **Notes** the main changes arising from the Resource Legislation Amendment Act 2017.

(c) **Notes** staff will provide a full briefing on the implications of the changes at the Council briefing on 11 July 2017.

CARRIED

Councillor Atkinson acknowledged that it was a complex situation and until the full implications of the amendments were known, it was difficult to understand how the changes would be implemented. He expressed gratitude to staff for providing the information at this time, and looked forward to further information being presented at the upcoming briefing.

V Caseley advised that she had been appointed by the Ministry for the Environment to attend Technical Advisory Group meetings to advise on the regulations and changes. This has required V Caseley to sign a confidentiality agreement. She would answer whatever questions Councillors asked to the best of her ability, while trying not to breach her confidentiality agreement. T Ellis added that he too was bound by a confidentiality agreement in relation to National Planning Standards but advised that he would also answer what questions he could in relation to the Resource Legislation Amendment Act 2017.

N Atkinson expressed concern at the Councillors ability to ask questions of staff and receive sufficient advice to support decision making, if they were unable to provide the answers, being bound by confidentiality agreements. V Caseley clarified that staff would be able to advise the Councillors on the
N Atkinson questioned what staff would be seeking from the Councillors at the upcoming briefing. V Caseley replied that staff required a direction regarding fees to set, or otherwise, for the three new activities: Boundary Activities, Minor and Temporary Activities and Fast-Tracked Consents. The new fees would require the Special Consultative Process and would need to be carried out mid-August in order to be ready for the end of 18 October 2017, and staff needed to explain to the Councillors what the new work requirements were in relation to the new activities, so the new fees could be set. V Caseley added that it would also be an opportunity for staff to outline the new notification process because it had impacts outside Resource Consents, including the Council’s approach to the District Plan Review. Staff wanted to make sure they had the time required to enable Councillors to understand the changes and their likely impacts on the community.

S Markham summarised that a report would come back to the Committee/Council to formalise the Council’s implementation and approach to planned development. The planned briefings with Councillors will enable staff to formulate implementation plans and processes for the operational date of 18 October 2017. V Caseley added that the changes go beyond planning and will affect Customer Service and Land Information Memorandum staff, so it is important that clear processes are established and communicated well to staff who will have to adhere to such processes.

S Markham added that there are changes with regard to Iwi participation that will also be presented at the upcoming briefing. It is expected that the Rūnanga’s comments and perspectives on the changes will be added to the briefing presentation. It will also impact the governance arrangements in the lead up to the District Plan Review.

6.2 Amendments to Contestable Fund Allocation – Matthew Bacon (Team Leader Resource Consents)

M Bacon took the report as read.

Councillor Gordon sought clarification that the decision to allocate funds would continue to be the delegation of the Committee. M Bacon confirmed that it would.

Moved Councillor Gordon seconded Councillor Atkinson

THAT the District Planning and Regulation Committee recommends:

THAT the Council:

(a) Receives report N° 170531055320.

(b) Amends the operational guidelines for the Contestable Fund to operate as a discretionary fund utilising the funding criteria set out in Appendix 1.

(c) Confirms the funding criteria for the contestable fund utilising the criteria set out in Appendix 1

(d) Notes that the current amount available within the fund for allocation is $124,299, which includes the allocated grants from the 2005 and 2008 funding rounds that were not uplifted.

CARRIED
7. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Gordon seconded Councillor Atkinson

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

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Report of Matthew Bacon (Team Leader Resource Consents)</td>
<td>Contestable Fund Application</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

CLOSED MEETING AT 1.20PM

OPEN MEETING AT 1.59PM

8. PORTFOLIO UPDATES

8.1 District Planning Development - Councillor Neville Atkinson

- Referenced video communications on the Council’s website.
- Met with Council staff to discuss some of the items on the agenda. He was confident that all Councillors were up to date with District Plan Review developments.

8.2 Regulation and Civil Defence – Councillor John Meyer

- Councillor Meyer commended staff for work undertaken to date.
- Mayor Ayers attended taskforce meeting regarding Civil Defence.
8.3 Business, Promotion and Town Centres – Councillor Dan Gordon

- Attended Rangiora Promotions Association AGM. Some changes to the committee, and a presentation from Ron van Till, local businessman.
- Holding regular meetings with Business and Centres Manager.
- Holding regular meetings with Kaiapoi Promotion Association and Enterprise North Canterbury.
- Upcoming meeting regarding possible future developments in Kaiapoi. Commended staff on approach to developers and businesses.

9. QUESTIONS

Nil.

10. URGENT GENERAL BUSINESS

Nil.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 2.07PM.

CONFIRMED

________________________
Chairman

________________________
Date