



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 11 May 2017 – 1:00 AM

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The quorum for the Policy/Planning Committee is 4.

At its meeting of 28 October 2010, Council resolved that “The quorum at any meeting of a standing committee or sub-committee of the Council (including Te Roou Ahi Kaa, the Community Committees, the Reserve Management Committees and the Rural Water Supply Management Sub-committees) is that required for a meeting of the local authority in SO 2.4.3 and 3.4.3.

Present: Cr Angus Gordon (Chair)
Cr Richard Aslett
Cr Nigel Belsham
Cr Cath Ash
Cr Graeme Platt
Cr Soraya Peke-Mason
Cr Lynne Sheridan
His Worship the Mayor, Andy Watson

In attendance: Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Ms Denise Servante, Strategy & Community Planning Manager
Ms Carol Downs, Executive Officer
Mr Johan Cullis, Environmental Services Team Leader
Mr Athol Sanson, Park and Reserves Team Leader
Ms Nardia Gower, Governance Administrator

Tabled Documents **Item 6** **Chair's Report** – Chair's Report
Item 9 **Resource Legislation Amendment Act 2017** Powerpoint presentation
Item 19 **Activity Management** – RFS Reporting, and Question of Activity Management Templates

1 Welcome

The Chair welcomed everyone to the meeting

2 Apologies/Leave of Absence

Apologies for early departure were given for His Worship the Mayor, Ms Peke-Mason and Ms Ash

3 Members' conflict of interest

Members were reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

4 Confirmation of order of business

The Chair informed the Committee that the order of business would be as is in the agenda, with the exception of Land Transport Draft Setting of Speed Limits 2017 pending submission to be discussed under late items.

5 Confirmation of minutes

Resolved minute number **17/PPL/032** **File Ref** **3-CT-15-2**

That the Minutes of the Policy/Planning Committee meeting held on 13 April 2017 be taken as read and verified as an accurate and correct record of the meeting with amendment.

His Worship the Mayor / Cr Ash. Carried

6 Chair's Report

The Chair read and spoke to his tabled report.

Resolved minute number **17/PPL/033** **File Ref** **3-CT-15-1**

That the Chair's Report to the Policy/Planning Committee meeting on 11 May 2017 be received.

Cr Gordon / Cr Ash. Carried

7 Progress with Strategic Intentions

The Committee noted the update in the agenda.

8 Update on communications strategy

Ms Downs spoke to her monthly report, highlighting that during the flood events of April the website drew a record number of visits of nearly 15,500; Facebook also showed having significant reach.

Ms Downs narrated a presentation on the Committee on the Draft Communications Strategy for 2017-2019.

The following were the main points raised during the Committee's discussion of the strategy:

- Communication for the hearing impaired needs consideration within the strategy.
- Utilising social media and the Council website is proving an effective form of communication; however, the District has many people who are unable to receive information by this method whether due to technical inability, internet connection restraints or lack of technology.
- Regular forms of communication are included in the strategy and Council is working on securing an agreement with Brian FM to use radio during an emergency.
- More effective communication will require more resourcing
- Council, along with Project Marton, will be advertising the commuter bus services that leave Marton daily. If this service continues to lack users it will cease at the end of this calendar year.

Different ways to inform residents were discussed:

- Large changeable billboards on main roads.
- Use of television screens in Council owned buildings.
- Youth Council producing videos on topic for example 'How to engage with Council – Filling in submissions'.

Members were asked to provide feedback on the Draft Communications Strategy over the next few weeks. A revised draft will be presented to the Committee's June meeting with a recommendation for adoption.

Ms Downs suggested that Council revisit rebranding during this triennium; most members supported that.

Resolved minute number

17/PPL/034

File Ref

3-CT-15-1

That the update on the Communications Strategy to the Policy/Planning Committee meeting

on 11 May 2017 be received.

Cr Aslett / Cr Ash. Carried

9 Resource Legislation Amendment Act 2017

Ms Gray narrated a presentation to the Committee outlining those provisions of the Act which will have the greatest impact on Council business.

Discussion focussed on:

- the need for appropriate recording systems for neighbour agreements on boundary setbacks which meant a resource consent was not required;
- the intention for subdivision consents to be generally non-notifiable;
- the phasing out of financial contributions from developers (leaving development contributions as the only mechanism for councils to fund additional infrastructure costs from such developments).

Ms Gray noted that this Act is now law. Council is in the implementation stage. Fee structures will be presented to Council in the June meeting

10 Legislation and governance issues

Mr Hodder advised that the Fire and Emergency New Zealand Act meant the Council's Fire Prevention bylaw would soon have no effect. FENZ will also eventually take over Council's responsibility to address fire risk from overgrown vegetation on private property.

Council has two options in revoking the bylaw

Option 1. Consult with community now;

Option 2. Consult with FENZ after 1 July 2017. The potential issue with this is that the newly established FENZ agency is unlikely see this as a top priority.

Mr Hodder noted there continued to be concern expressed publicly by councils on the Health (Fluoridation of Drinking Water) Amendment Bill. If enacted as currently drafted, the addition of fluoridation to the Rangitikei residential water supply would be decided by the District Health Board. It was suggested that the Council website should inform readers of the un-fluoridated water status.

Resolved minute number

17/PPL/035

File Ref

3-OR-3-5

That the report 'Update on Legislation and Governance Issues' to the Policy/Planning Committee meeting of 11 May 2017 be received.

Cr Sheridan / Cr Peke-Mason. Carried

11 Review of Community Outcomes

Ms Servante spoke to her discussion document stating it included the background story to Community Outcomes, aiding the Committee for a future Long Term Plan workshop. One important question for that session is how much a Council can influence these outcomes, and how would it be demonstrated in the Long Term Plan.

Resolved minute number **17/PPL/036** **File Ref** **1-LTP2018-28**

That the discussion document "Community Outcomes: considerations for 2018-28 Long Term Plan" be received.

Cr Belsham / Cr Aslett. Carried

12 Urban street tree plan

Mr Sanson spoke to his draft plan emphasizing its use as an operational guideline. Focus on trees in playgrounds was in part a result of the Auckland incident where a child was injured by an unsafe tree while in a playground. Powerco had been approached and gave guidelines for the section 'Trees and Powerlines'; they commented that Rangitikei District Council is the first to collaborate with them like this.

The following main points were raised in discussion:

- Policies already exist for regulation of planting trees on private land.
- Tree inspection will be a part of the existing maintenance programme, therefore no increased cost.
- Playgrounds will need a qualified arborist to make assessments.
- When root systems interrupt other utilities such as footpaths/services, merits are considered regarding removing of the root, tree or moving of the utility.

Mr Sanson spoke to a further project that is underway recording 40-50 notable/heritage trees throughout the district. The purpose for this to capture the story behind these trees and their planting. Plaques are planned for some historic trees in parks. Mr Sanson noted that Rangitikei has a significant population of mistletoe about which he will inform the Department of Conservation.

It is proposed that the draft plan be on the agenda of the meetings scheduled for Community Boards and Community Committees in June 2017 and report the feedback from these to the Policy/Planning Committee's meeting on 13 July 2017.

Cr Peke-Mason left 3:00 pm

Committee adjourned at 3:00 pm, reconvened at 3:11 pm

13 Proposed Urban Development Authorities – submission on MBIE discussion document

Council delegated to the Policy/Planning Committee the decision to authorise His Worship the Mayor to sign, on behalf of the Council, such a submission.

Ms Gray highlighted aspects of the draft submission including:

- Information on each town.
- What council is doing – ie: making towns vibrant.
- What each town has to offer – infrastructure, attractive property prices.
- How the district can contribute to New Zealand’s urban development crisis.

Discussion from the Committee suggested highlighting:

- Marton and Bulls acting as satellite locations for the larger centres.
- Quality and quantity of private schools.
- Affordability.
- Capacity to support industrial growth.
- Abundance of land.

The submission generated discussion amongst the Committee considering its investment in Rangitikei District advertising away from tourism dollars such as the recent COVI show, towards directed marketing for relocation and living in the District.

Resolved minute number **17/PPL/037** **File Ref**

That, under delegated authority from Council, the Policy/Planning Committee authorises His Worship the Mayor to sign, on behalf of the Council, the submission (with amendments) on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.

Cr Belsham / Cr Sheridan. Carried

His Worship the Mayor left 3:41 pm

Cr Ash left at 3:42 pm/3:46 pm

Cr Ash left at 3:48 pm

14 Home occupation activity in the residential zone

Mr Cullis spoke to the memorandum. Cr Belsham tabled the Horowhenua bylaw 'Containers and Vehicles on road'. The Committee asked for a similar Rangitikei District Council bylaw to be drafted and presented at the Council meeting. The bylaw would give the police the legal right to ticket offending vehicles.

Resolved minute number **17/PPL/038** **File Ref** **2-EA-4-3**

That the memorandum 'Home occupation activity in the residential zone' be received.

Cr Sheridan / Cr Aslett. Carried

Resolved minute number **17/PPL/039** **File Ref**

That a draft bylaw be prepared for Council's consideration on 25 May 2017 modelled on the Horowhenua District Council Park and Traffic Bylaw.

Cr Belsham / Cr Pratt. Carried

15 Policy and bylaw work schedule – proposed priorities and timelines

Ms Servante spoke to her spreadsheet Policy and Bylaw review work programme 2017, highlighting the number rating of system identified in the in first column.

Resolved minute number **17/PPL/040** **File Ref**

That the 'Policy and bylaw work schedule – proposed priorities and timelines' be received.

Cr Aslett / Cr Sheridan. Carried

16 Policy on external grants – review

Ms Servante spoke to her report.

The Committee requested that the following amendments be made to the policy.

- Funding applications be mentioned in recommendations to therefore have resolution record.
- The committee be informed of external grants declined and granted including how much was received.

Resolved minute number **17/PPL/041** **File Ref** **3-PY-1-11**

That the report 'Review of policy on external grant applications' be received.

Cr Belsham / Cr Sheridan. Carried

Resolved minute number **17/PPL/042** **File Ref** **3-PY-1-11**

That the revised draft Policy on External Grant Applications made by Council (as amended) be adopted.

Cr Sheridan / Cr Aslett. Carried

17 Update on the Path to Well-being Initiative

Ms Servante spoke to her memorandum, noting that there had been less engagement in meetings in the last month as the Policy team had other priorities to address, particularly the Annual Plan submissions and the annual surveys.

Resolved minute number **17/PPL/043** **File Ref** **1-CO-4**

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – May 2017 be received.

Cr Belsham / Cr Pratt. Carried

Resolved minute number **17/PPL/044** **File Ref**

That the Policy/Planning Committee approve the funding applications submitted or due April/May 2017

KiwiSport (Swim for All) \$10,000

Community Action on Alcohol Partnership (Smashed N Stones facilitators training) \$5700

An application for Swim for All to COGS by the 24 May for \$5000

Cr Sheridan / Cr Pratt. Carried

18 Geographical Review of Census Spatial Units

The Committee noted that the memorandum previously considered has been circulated directly to Te Roopu Ahi Kaa members and feedback sought on naming new Census Spatial Units by end of May. Statistics New Zealand has confirmed this timeline is acceptable.

19 Activity management:

The Activity Management Templates (project reporting) for the following non-asset based groups of activities were attached:

- Community leadership
- Environmental services
- Community well-being

Mr Cullis spoke to the Committee noting that there is building consent growth in all sectors. The building control department is coping well with the increased work load. When necessary an external contractor is employed to help with processing and with local resource issues. Inspections have occasionally taken four days to action from request, instead of the usual 48 hours.

Resolved minute number **17/PPL/045** **File Ref**

That the activity management templates for April 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

Cr Belsham / Cr Sheridan. Carried

20 Late Items

Improved clarity on projects

The Committee wanted to test whether having a list of projects would be helpful for the Assets/Infrastructure Committee in its considerations.

Land Transport Draft Setting of Speed Limits 2017

At its meeting earlier in the day, the Assets/Infrastructure Committee resolved to delegate the preparation of a Council submission to the Policy /Planning Committee.

Resolved minute number **17/PPL/046** **File Ref**

That the Policy/Planning Committee agrees to prepare a draft submission on the Land Transport Draft Setting of Speed Limits 2017

Cr Gordon / Cr Aslett. Carried

21 Future Items for the Agenda

22 Next Meeting

Thursday 8 June 2017, 1.00 pm

23 Meeting Closed at 4:38

Confirmed/Chair: _____

Date: