

MINUTES OF A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 20 AUGUST 2024 AT 1PM.

PRESENT

Mayor Gordon (via Teams), Councillors T Fulton (Chairperson), A Blackie, B Cairns and J Goldsworthy.

IN ATTENDANCE

Councillors P Redmond and P Williams.

K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: Cr Goldsworthy

Seconded: Cr Cairns

THAT an apology for absence be received and sustained from Councillor N Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 16 July 2024

Moved: Cr Goldsworthy

Seconded: Cr Blackie

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 16 July 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the Minutes.

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 District Licensing Committee Membership Options – B Charlton (Environmental Services Manager)

B Charlton spoke to the report, highlighting that changes to the Sale and Supply of Alcohol Act, 2012, would result in more applications, objections, and, therefore, more hearings. He also noted that the reappointment of District Licensing Committee members would be addressed in a subsequent report to the Council.

Mayor Gordon sought clarity on expanding the number of District Licensing Committee members. B Charlton explained that the Committee could add up to three more members, which, from the staff's perspective, minimised the risk of not having enough members available for a hearing.

Mayor Gordon then asked if it was necessary to allow for an all-commissioner Committee in the absence of a Chairperson and Deputy Chairperson. B Charlton noted that if the Chairperson and Deputy Chairperson were unavailable, a hearing may be time-sensitive and need to take place without them.

Councillor Fulton questioned whether it was not premature to consider appointing outside members. B Charlton clarified that staff were not recommending the appointment of non-elected members to the District Licensing Committee.

Following a question from Councillor Cairns, B Charlton noted the Chairperson could sign off certain matters; however, some decisions required a hearing. There was a list of commissioners who could be called upon when a hearing was required.

Councillor Williams asked if the perspective of existing District Licensing Committee members had been considered. B Charlton stated he had spoken with the Chairperson, and they both felt the Council should make the decision. He believed that current members' involvement in the decision may be a conflict of interest. B Charlton clarified that the membership could be increased to a maximum of eight members. However, the Committee could decide to only increase the membership by one or two members.

Mayor Gordon noted that resourcing had been previously raised, and he questioned whether the Committee was adequately resourced with a functional library. B Charlton noted that the library is in the process of being made available to the District Licensing Committee. The next training session would present all information currently available to the Committee.

Moved: Mayor Gordon

Seconded: Cr Cairns

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 240801127115.
- (b) **Endorses** the recommendation to expand the membership of the District Licensing Committee by up to two members from five to up to seven members (maximum) with elected members from Council or Community Boards.

AND

THAT the District Planning and Regulation Committee recommends:

THAT the Council:

- (c) **Approves** expansion of the membership of the District Licensing Committee by up to two members, with elected members from Council or Community Boards.

- (d) **Notes** that all District Licensing Committee appointments are for a period of five years by Council resolution.
- (e) **Notes** a further report will be presented to Council for any new appointments to the District Licensing Committee should the Committee recommend to Council to expand the District Licensing Committee membership

CARRIED

Cr Blackie against

Mayor Gordon appreciated the professional opinion provided. However, he believed the current Committee had the necessary experience and appreciated their opinion. He was not supportive of non-elected members being appointed as commissioners. Mayor Gordon Noted that the Chairperson and Deputy Chairperson had the necessary training to perform their duties, and hearings should be planned to suit them.

Councillor Redmond was largely supportive of the motion. However, in his opinion, the main issue for the District Licensing Committee was succession and the need to plan for the future. He had not seen any indication of the caseload increasing; however, if it did, the Committee would benefit, as hearings were excellent learning opportunities. Councillor Redmond also felt it would be beneficial to stagger appointment dates.

Councillor Blackie appreciated that there was a balance to maintain; however, he felt if the District Licensing Committee was running effectively, there was no need to pre-emptively try to fix it. His preference was for the membership to stay at five people.

Councillor Williams found that presiding at a hearing was a key training tool, but hearings did not occur regularly enough to warrant having more members. He agreed that succession was a large problem; however, one member was retiring, which would result in someone new being appointed to the District Licensing Committee.

Councillor Fulton stated that it was important to find a workable pathway to train and appoint commissioners within a timeframe that ensured succession. His preference was for up to two additional members to be appointed.

Mayor Gordon questioned whether textbooks were available for Commissioners to use. B Charlton noted it would be best to discuss this in the next training session with the District Licensing Committee. A library was budgeted for; however, staff needed to further understand what was required.

Councillor Goldsworthy felt increasing the membership would allow new members to be trained while also giving flexibility in current member availability. Planning for succession was also sensible, and he felt the recommendation was appropriate and a good step forward.

Councillor Cairns stated he had observed a District Licensing Committee hearing in previous years, and the current Commissioners were very well qualified. He acknowledged that members would not be ready to sit on a hearing immediately, but having the opportunity to learn and grow their knowledge would be beneficial to the Committee.

Mayor Gordon felt the Committee being well-resourced was necessary. Increasing the membership to seven members would allow for flexibility, should it be required. He thanked those who were currently Commissioners, especially the Chairperson, who performed the function incredibly well. A review of membership could be undertaken at any time if more or less members were required.

6 CORRESPONDENCE

Nil.

7 **PORTFOLIO UPDATES**

7.1 **District Planning – Councillor Fulton**

- The number of resource consents received by the Council had increased compared to 2023.
- Resource Consent applications for solar farms have been received. Staff were working through if/how the applications would be notified.
- District Plan hearings pertaining to the zoning of main townships were currently taking place.
- Report relating to Significant Natural Areas and their treatment under the National Policy Statement for Biodiversity. No assumptions should be made about the provisions for Significant Natural Areas.
- Report relating to Medium Density Residential Standards. Assumptions about three-level housing may not stand.
- National Policy Statement for Housing Capacity. Consideration on whether staff should have delegated discretion to comment on housing capacity figures.

7.2 **Civil Defence and Regulation – Councillor Goldsworthy**

- Reserve judgement had been made on tiny homes, and under the Building Act, 2004, tiny homes on wheels were to be considered a building unless they were built on a trailer.

Councillor Williams questioned whether the building needed to stay on the trailer at all times for it to be compliant. K LaValley stated that if the building stayed on the trailer and had taillights, it was not considered a structure and, therefore, did not need consent. If it was only temporarily on a trailer, it was considered a building that required building consent.

Councillor Cairns asked if the trailer would need a Warrant of Fitness. K LaValley noted the decision did not comment on the status of a Warrant of Fitness; however, she would investigate it further.

Mayor Gordon asked if the District Court decision put the determination from the Ministry of Business, Innovation, and Employment regarding contrivance on wheels at risk and if any legal advice had been sought. K LaValley noted that legal advisors had been involved in the whole process. The District Court decision would overturn any other prior determinations. If an applicant wanted to challenge the District Court decision, they could do so in the High Court. She did not believe there was any specific risk involved at this stage.

- The Civil Defence exercise had been received differently in different locations. The hubs would be well used during an event; however, they needed more participation during times when events were not happening.

Five skeleton teams were being set up to be on call for the Emergency Operations Centre if an event occurred.

Following a question from Councillor Williams, Councillor Goldsworthy stated he had not received any updates on the Civil Defence vehicle that needed repairs.

7.3 **Business, Promotion and Town Centres – Councillor Cairns**

- Kaiapoi businesses have undergone several changes. The Golden Turmeric and Rivertown Café were both under new management, and both sets of owners were new to the district.

- New Businesses in Kaiapoi:
 - Fab Finds on Giles Road.
 - Laundry HQ off Smith Street.
 - Face and Body Essentials on Williams Street.
 - Red Eight pop-up café in Beachgrove.
 - Kaiapoi KFC
 - Elevate Design and Choice Architecture were both opening in the Kaiapoi CBD.
 - Two Rangiora businesses had closed.
 - A meeting was being held on 21 August 2024 to discuss the Parking Management Plan with Rangiora businesses.
 - Changes had been made to the parking signage in Rangiora. The time limit for parking had increased from five days to seven days. Retailers reported that some staff were parking all day in time-limited car parks.
 - Met with organisers of Silverstream events regarding any assistance needed with funding large events.
 - Kaiapoi Promotions Association Annual General Meeting. The association elected a new Chairperson with extensive experience running events in Geraldine.
 - After discussions with Russell Keetley at a Kaiapoi Museum meeting had began developing a historic buildings and arts trail map. The aim was to encourage walkers and cyclists to explore Kaiapoi and to provide background historical information.
 - The organiser of “Down by the River” events had missed out on receiving funding for their monthly music events.
 - The New Zealand Motorcaravan Association Park in Kaiapoi had on average 30 motorhomes per night.
 - The review of the Promotions Association funding had been delayed.
 - Waimakariri District Council was proud to be part of Welcoming Communities, a programme led by Immigration New Zealand that supported newcomers to feel included and have a sense of belonging in the economic, civic, cultural and social life of their new community. They want everyone to feel welcome here and create a diverse and vibrant Waimakariri. Waimakariri is a very fast-growing community with 1,600 new people moving here every year from outside the district, across New Zealand and overseas. Ensuring everyone feels included and had a sense of belonging is vital for building a strong and resilient community. Communities that make newcomers feel welcome are also likely to enjoy better social outcomes and stronger economic growth. Waimakariri has recently joined the programme.
 - Hunnibell Lane walking surface was complete as well as planters and seating.
- Councillor Williams noted a seat on Good Street had been burnt, and he questioned whether staff had considered painting it with fire-retardant paint. Councillor Cairns noted it was an operational matter, but he would pass on the suggestion to staff.

8 QUESTIONS UNDER STANDING ORDERS

Nil

9 URGENT GENERAL BUSINESS

Nil

NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 17 September 2024.

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

CONFIRMED



Councillor T Fulton

17 September 2024

Date