

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 23 AUGUST 2022 AT 1PM

PRESENT

Deputy Mayor N Atkinson (Chairperson), Mayor D Gordon (ex officio), Councillors K Barnett, W Doody, N Mealings and P Redmond.

IN ATTENDANCE

Councillor P Williams.

J Millward (Acting Chief Executive and General Manager Finance and Business), T Tierney (General Manager Planning, Regulation and Environment), W Harris (Planning Manager), W Taylor (Building Unit Manager), B Carlton (Environmental Services Manager), M Bacon (Development Planning Manager) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the District Planning and Regulation Committee held on Tuesday 21 June 2022

Moved: Councillor Mealings

Seconded: Councillor Redmond

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the District Planning and Regulation Committee, held on 21 June 2022, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS

Nil.

6 REPORTS

6.1 Plan Implementation (Planning) Unit Update – W Harris (Planning Manager)

W Harris spoke to the report highlighting the that largest issue currently for the Planning Unit was the medical centre. Two applications were going through the process and both had decisions to be made in relation to being notified or not. Correspondence had been sent out to all of Agents requesting them to speak to their clients and offer advice on how this related to their applications. The first of those applications should be due for a decision soon, which would also be shared with all of the Agents.

Another area that was occupying staff time was the new medium density residential standards, which were notified on Saturday 20 August 2022 and come into effect on Monday 22 August 2022. This was complicated and was difficult to figure out how the standards applied.

W Harris stated that staffing issues had been occupying a lot of her time, as the unit were currently five staff short in a team of twelve, however a new graduate planner had start this morning and another was starting mid-September. Vacancies for a senior planner, a senior compliance officer and a part time admin position were currently being advertised.

Councillor Barnett asked Elected Member support would be required for the drop in sessions being held in the community. W Harris noted that M Bacon (Development Planning Manager) was organising the drop in sessions, which would include consents planners as there was a lot of queries regarding how to apply for a resource consents. Councillor Barnett noted that there had been a lot of negative feedback on Facebook that was quite anti-Council therefore staff may need support from Elected Members.

Moved: Councillor Barnett

Seconded: Councillor Redmond

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220804133044.
- (b) **Notes** the current activities and operations undertaken within the Plan Implementation Unit, 95.8% of consents were processed within statutory timeframes during another challenging year.

CARRIED

Councillor Barnett thanked staff for their work during trying times due to winter illnesses and a constantly changing environment. She emphasised that when there were a challenging issues it was helpful to have Elected Members present to support staff and show that decisions were made by them and not the staff.

Councillor Redmond commented that this was a very good report and commented that 95.8% of consents were processed within the statutory timeframes which was a very good achievement in the current climate. He confirmed that Elected Members were invited to attend any of the drop in sessions.

6.2 Building Unit End of Year Update – W Taylor (Building Unit Manager)

W Taylor took the report as read.

Councillor Redmond noted in paragraph 4.19 of the report that it referred to a court case and enquired what it was about. W Taylor noted a determination was being challenged.

Councillor Barnett thanked W Taylor for the report. She acknowledged that there had been delays with the building consents and enquired if the reason for the delays had been resolved and if there was going to be a more proactive case management approach for the bigger subdivisions in the area. W Taylor replied that staff could only move as fast as the contractor who was doing the work and lot of the issues were not building but subdivision related. Councillor Barnett noted that people had to deal with multiple departments within Council and asked if there was any way to streamline the process. T Tierney stated that there was a Project Management Group, which made the decisions however over the last 12-18 months staff had been overwhelmed with numbers and pressures on timelines so the Group had fallen into abeyance. It was intended to reinstate the Group to oversee case management to achieve a more seamless process.

Moved: Mayor Gordon

Seconded: Councillor Redmond

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220805133957.
- (b) **Notes** the current activities and operations undertaken within the Building Unit during difficult circumstances over the past financial year.

CARRIED

Mayor Gordon expressed his pleasure with W Taylors area of Council, stating he consistently got excellent feedback from the public. A large developer had stopped him at an awards ceremony, in front of a lot of people, to say they found the Council great to deal with.

Councillor Redmond endorsed the Mayors comments, noting that 90% of building consents were issued within the statutory timeframe and, given the anecdotal stories from other local authorities, this was a really great achievement during difficult and trying times.

Councillor Barnett reiterated that her questions were in no way a reflection of the unit's performance, which she thought was exemplary, however she was using the opportunity to look at a more holistic approach to planning. She believed the project group, which had proved to be very successful in facilitate developments, worked well and was pleased that it was going to be reinitiated.

6.3 Annual Report on Dog Control 2021 / 2022 – B Charlton (Environmental Services Manager)

B Charlton took the report as read.

Councillor Redmond asked what the arrangements were for people collecting dogs from the pound afterhours or at the weekend. B Charlton noted that animals would need to be collected the following day. During weekends a staff member was on site for a two hour period to enable dogs to be collected.

Moved: Councillor Atkinson

Seconded: Councillor Doody

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220718121903.
- (b) **Approves** the attached 2021/22 Annual Report on Dog Control to the Department of Internal Affairs (DIA) (Trim: 220718121942).
- (c) **Circulates** the report to the Community Boards for information.

CARRIED

6.4 **Environmental Services Unit Update for the 2021/22 Financial Year – B Charlton (Environmental Services Manager)**

B Charlton took the report as read highlighting that registration of dogs was 99.15% up in comparison to the previous year. The Environment Management Team had received 1,244 service requests during the year, which was down from the previous year which was a probably result of covid restrictions and the reduced workflow throughout area. A key area where staff meet all their KPIs was in alcohol distribution and other than the monitoring of businesses which was only 31%. Staff had now put processes in place to ensure that this was improved during the coming year.

Councillor Barnett acknowledged that noise complaints seemed to be increasing, especially in relation to the response time. She asked what was being done to resolve noise complaints especially repeat offenders. B Charlton replied that staff went through the process, checking the origin of the noise, monitoring and testing. Most people were compliant, however if there was a noise issue staff followed the process of trying to reduce/minimise it.

Councillor Barnett also asked if responding to a noise complaint within 48 hours was a reasonable timeframe. B Charlton noted that there were two types of complaint, reasonable and excessive and excessive noise was dealt with immediately and was usually resolved quickly. Most of the complaints the Council received were dealt with by a noise inspector immediately.

Councillor Williams asked how many parking enforcement officers the Council currently employed. B Charlton explained that had been an issue recently, as the Council currently only had one parking enforcement officer over the last two to three months. The Council were currently in the process to employing another officer and would be completing interviews for another compliance officer. Once these were hired training would need to be completed prior to the team being fully resourced.

Moved: Councillor Doody

Seconded: Councillor Barnett

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220731129927.
- (b) **Notes** the current activities and operations in the Environmental Services Unit are in line with agreed levels of service and budgets.

CARRIED

Councillor Doody thanked B Charlton for the report, which detailed interesting dog issues. She was pleased that the Council was employing new compliance officers.

Councillor Barnett commented that once the Unit had a full complement of staff the Council could start to look at the full picture. She mentioned that she had received feedback on the noise issues and believed that it would be good to receive a six monthly survey of the people who had complained and to determine their thoughts to enable the Council to improving its system. She acknowledged the staffing issues and that luckily this district had always been very compliant with alcohol issues.

7 CORRESPONDENCE

Nil.

8 PORTFOLIO UPDATES

8.1 District Planning Development – Councillor Kirstyn Barnett

Nil.

8.2 Regulation and Civil Defence – Councillor Philip Redmond

Nil.

9 QUESTIONS UNDER STANDING ORDERS

Nil.

10 URGENT GENERAL BUSINESS

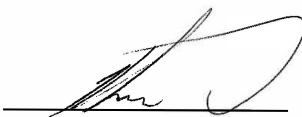
Nil.

NEXT MEETING

The next meeting of the District Planning and Regulation Committee is scheduled for 1pm, on Tuesday 20 September 2022.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1:25pm.

CONFIRMED


Chairperson

20 September 2022

Date

Workshop

- *Community Hubs Concept – Brennan Wiremu (Emergency Management Advisor)*

Briefing

- *District Planning and Regulation Question and Answer Session – Tracy Tierney
(General Manager Planning and Regulation and Environment)*