

Minutes of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 12 OCTOBER 2020** commencing at **9.30am**.

**Present:**

Cr JD Sedgwick (Chairperson)  
His Worship the Mayor, Mr AM Sanson  
Cr AD Bech  
Cr C Eyre  
Cr JM Gibb  
Cr SL Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McInally  
Cr EM Patterson  
Cr NMD Smith [*until 9.45am and from 9.47am*]  
Cr CT Woolerton

**Attending:**

Mr GJ Ion (Chief Executive)  
Mr R MacCulloch (General Manager Service Delivery)  
Mr J Ebenhoh (Planning and Policy Manager)  
Ms K Nicolson (Senior Policy Planner)  
Mr W Hill (Consents Team Leader)  
Mr S Bourke (Regulatory Manager)  
Ms S Flay (Senior Communications Advisor)  
Mrs LM Wainwright (Committee Secretary)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs McInally/Gibb)**

**THAT** an apology be received from Crs Church and Thomson, and Mrs Moana-Tuwhangai.

**CARRIED**

**P&R2010/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Cr Woolerton/His Worship the Mayor)**

**THAT the agenda for a meeting of the Policy & Regulatory Committee held on Monday, 12 October 2020 be confirmed;**

**AND THAT all reports be received.**

**CARRIED**

**P&R2010/02**

## **DISCLOSURES OF INTEREST**

Cr Gibb advised members of the Committee that she would declare a non-financial conflict of interest in item 6.4 [*Submission on the Proposed Waikato District Plan (Stage Two)*].

Cr Sedgwick advised members of the Committee that she would declare a non-financial conflict of interest in item 6.4 [*Submission on the Proposed Waikato District Plan (Stage Two)*].

## **CONFIRMATION OF MINUTES**

**Resolved: (Crs Eyre/Henderson)**

**THAT the minutes of a meeting of the Policy & Regulatory Committee held on Monday, 31 August 2020 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**P&R2010/03**

## **ACTIONS REGISTER**

Agenda Item 5

The report was received [*P&R2010/02 refers*]. No discussion was held.

## **REPORTS**

Delegated Resource Consents Approved for the month of July  
Agenda Item 6.1

The report was received [*P&R2010/02 refers*]. Cr Sedgwick advised the Committee that this item would no longer be a regular report on the agenda.

## Update on Policy and Bylaw Review Programme – October 2020

### Agenda Item 6.2

The report was received [*P&R2010/02 refers*]. The Corporate Planner summarised the report and the following points were raised:

- 200 submissions had been received on the Proposed Waikato District Council Alcohol Control Bylaw. The hearing was scheduled for Tuesday 27 October 2020.
- Keeping of Animals Bylaw 2015 – a report would be presented to the 23 November 2020 meeting seeking approval for this bylaw to be released for consultation.
- Livestock Movement Bylaw – staff had met with Federated Farmers to discuss the bylaw.
- 20 submissions had been received on the Proposed Waikato District Council Significance and Engagement Policy.
- A workshop would be held with Councillors on the Petitions Policy.
- Revocation of Temporary Road Closures – Council had other policies in place that covered temporary road closures.
- Lifespan of Policies – Each policy had a different lifespan dependant on how relevant they were to the organisation.

Cr Smith left the meeting at 9.45am following discussion on the above item.

## Chief Executive's Business Plan

### Agenda Item 6.3

The report was received [*P&R2010/02 refers*] and the following points were raised:

- Staff retention was higher than it had been in the past. Exit interviews were offered to staff exiting the organisation. A monthly report was provided to the Executive Leadership Team noting exit interviews offered and taken or not taken up. The Committee considered exit interviews were important and should be encouraged either as an online survey or face-to-face.
- Recovery Plan:
  - Flexibility to meet expectations of staff could be in the form of early start, early finish or late start, late finish but must meet the 'four lenses' criteria.
  - Building alterations were part of the "Gearing for Growth and Greatness" plan and were designed to make the workforce more mobile, which would contribute to the building becoming more flexible and accommodating for the future.

- There had been a delay in obtaining product equipment.
- The recovery plan project was within budget. 85% of staff are now mobile. Council needed to be able to offer flexible and mobile options for incoming staff.
- Staff had been offered a \$400 tax free allowance to set up home offices. This allowance was a government initiative.
- Elected members expressed concern with the flexible working plan and the lack of connection they had with staff.

**ACTION:** To assist in understanding the Flexible Working project, staff would prepare a brief presentation to elected members.

- NZTA – His Worship the Mayor and the Chief Executive had met with the new NZTA, Director Regional Relationships, Mr Steve Mutton. General discussions had been held on the Sleepyhead project, Huntly ramps on the expressway and the reduction to the FAR rate. Mr Mutton had invited Council to meet with NZTA staff to discuss challenges for both organisations and the relationship with NZTA.

Cr Smith re-entered the meeting at 9.47am during discussion on the above item.

Submission on the Proposed Waikato District Plan (Stage Two)  
Agenda Item 6.4

Councillor Sedgwick vacated the Chair owing to declaring a conflict of interest and withdrew from the meeting. Councillor Smith assumed the Chair for this item. Councillor Gibb also declared a conflict of interest and withdrew from the meeting.

The report was received [P&R2010/02 refers] and the following points were raised:

- The Council submission for Stage 2 Proposed District Plan was approved by the Submission Forum on 23 September 2020.

**Resolved: (Cr Bech/His Worship the Mayor)**

**THAT the report from the Acting General Manager Community Growth be received;**

**AND THAT the Policy and Regulatory Committee notes that the approved submission on the Proposed Waikato District Plan (Stage Two), as attached to the staff report, was lodged with the Waikato District Council on 23 September 2020.**

**CARRIED**

**P&R2010/04**

Councillor Smith vacated the Chair following discussion and voting on the above item.

