

Minutes for a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 3 MAY 2022** commencing at **9.30am**.

Present:

Cr JD Sedgwick (Chairperson)
Cr AD Bech
Cr C Eyre
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr J Church
Cr RC McGuire
Cr FM McNally
Cr NMD Smith
Cr Woolerton

Attending:

Mr GJ Ion (Chief Executive)
Mr R MacCulloch (General Manager Service Delivery)
Mr C Morgan (General Manager Community Growth)
Ms G Shaw (Democracy Advisor)
Mrs GJ Kanawa (Democracy Team Leader)
Ms M Russo (Corporate Planning Team Leader)
Ms A Sayer (Policy Advisor)
Mr J Ebenhoh (Planning & Policy Manager)
Ms Rebecca Law (Reserves Planner)
Ms Jodi Bell-Wymer (Corporate Planner)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Woolerton/Gibb)

THAT the Policy & Regulatory Committee accepts the apologies from His Worship the Mayor, Cr Patterson, Mrs Moana-Tuwhangai and Cr Thomson for non-attendance.

CARRIED

P&R2205/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Woolerton/Church)

THAT:

- a) the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday, 3 May 2022 be confirmed; and
- b) all reports be received.

CARRIED

P&R2205/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Lynch/Bech)

THAT the minutes for the meeting of the Policy & Regulatory Committee held on Tuesday, 22 March 2022 be confirmed as a true and correct record, with an amendment confirming the presence of Cr Church as an attendee.

CARRIED

P&R2205/03

ACTIONS REGISTER

Agenda Item 5

The report was received [*P&R2205/02 refers*] and no discussion was held.

REPORTS

Approval to publicly notify the review of the General Policies Reserve Management Plan Agenda Item 6.1

The report was received [P&R2205/02 refers] and the following discussion was held:

- The Reserve Management Plan (RMP) covers general issues such as leasing, fencing, drone flying, reserve naming, etc.
- Under the Reserves Act 1977, Reserve Management Plans are required to be reviewed ten (10) yearly. Although the General Policies RMP is not due for review until 2025, there was a range of new technology, topics and process improvements that had been recommended by staff to have the review brought forward.
- It was queried whether specific management plans relating to some areas would be overridden by the General Policies Reserve Management Plan.
- There is a hierarchy of policies. For example, the General Policies Reserve Management Plan is a general policy, however, there may be existing policies that are specific to certain reserves or open spaces. In these cases, the specific policies would take precedence over the General Policies Reserve Management Plan.
- Concerns were raised regarding how the review process would be conducted. It was explained that the process is outlined in the Reserves Act. There would be an initial community notification asking high-level questions, followed by a second consultation which would present a draft to the community for feedback. Those submissions would go to a hearing if necessary.
- It was queried why submissions for the General Policies Reserve Management Plan review would go through a subcommittee as opposed to all of Council. There was a feeling amongst Councillors that this was an overarching Council policy that should be reviewed by all of Council.
- It was subsequently noted that the decision for submissions relating to the General Policies Reserve Management Plan review to go through a subcommittee (as opposed to all of Council) was a historical decision.
- Hearings could be a time-consuming exercise, therefore, if hearings around this review were to go through Council in full, the entire process could be delayed. Alternately, the process would move more nimbly through a subcommittee.
- A point was raised that Councillors exist to represent their communities, and thus should participate, and have input in the review process.
- The Regulatory Subcommittee undertakes hearings on behalf of the Council in this area. General Policies Reserve Management Plan falls within their terms of reference/delegations.

- It was queried if Council held the staffing and resource requirements to ensure it was adequately resourced to proceed with this piece of work. The General Manager Service Delivery confirmed that Council has the capacity to proceed without undue added pressure on staff. The related team has increased its capacity in preparation for this programme.
- The report states that there would be no known impact on climate change regarding this piece of work. It was queried whether this was correct, as parks, reserves and lakes become important in the management of stormwater. It was clarified that the report did not have a direct impact on the environment, however, the RMP must consider its impact on the environment overall.
- There was a desire to ensure Council engaged with Iwi regarding this piece of work, noting that there should be escalated liaison around reserves. The significance of this point was emphasised.
- It was queried if there was a communications strategy in place relating to this programme (for Councillors to view). It was decided this query had stepped into operational matters and Councillors did not need to proceed with queries at this level.
- Councillors agreed that the last sentence on page 27 of the report should state “key stakeholders, including Councillors”.

ACTION: Staff to consider adding “key stakeholders, including Councillors” to the last sentence on page 27 of the General Policies Reserve Management Plan review report.

ACTION: Staff to note the significance of escalated Iwi liaison regarding the General Policies Reserve Management Plan review and act accordingly.

Resolved: (Crs Bech/Gibb)

THAT the Policy & Regulatory Committee approves the General Policies Reserve Management Plan review as required under Section 41 of the Reserves Act 1977.

CARRIED

P&R2205/04

Policy and Bylaw Review Programme
Agenda Item 6.2

The report was received [*P&R2205/02 refers*] and the following discussion was held:

- An abundance of work was proceeding in the planning space regarding this programme.
- The Speed Limit Bylaw and Livestock Movement Bylaw reviews were nearing finalisation.
- Policies relating to election cycles were a priority.
- There is still an extensive work programme ahead.
- Council needs to be conscious of consultation fatigue in the community.
- The team is endeavouring to learn from recent bylaw reviews that went well as well as those they have learnings from.
- The team consistently captures project learnings and would conduct a project close out upon completion of each process, identifying opportunities to learn and how to apply those learnings.
- There is an attempt to target stakeholders via the early engagement process to ensure that the proposed bylaw/drafts reach the right people and dissatisfaction is mitigated.
- Timeline suggested that Council would engage with the community in May 2022 regarding this piece of work.
- When a review starts, it does not mean that the consultation process has commenced.
- There was a suggestion to prioritise policies that are most likely to affect people in their general/day-to-day lives.
- Councillors raised concerns regarding resourcing/staffing/capability to undertake this work programme.

Adoption of the Reviewed Speed Limits Bylaw 2011

Agenda Item 6.3

The report was received [P&R2205/02 refers] and the following discussion was held:

- Cr McGuire would take specific queries regarding Ruakura Road offline with relevant staff.
- Schools that fell outside of the set time parameters for speed limits during school opening/closing would have their own signage.
- There was some concern that certain speeds set in the review had a low probability of being respected and followed by drivers.

Resolved: (Crs Lynch/Henderson)

THAT the Policy & Regulatory Committee recommends to Council:

- a. adoption of the 2022 amendments to the Speed Limits Bylaw 2011, as set out in Attachment A on page 64 of the Policy & Regulatory Committee agenda. (insert link).**

CARRIED

P&R2205/05

Councillor McGuire requested his dissenting vote against the above motion be recorded.

Chief Executive's Business Plan

Agenda Item 6.4

The report was received [P&R2205/02 refers] and the following discussion was held:

- There had been high social media traffic and local concern regarding the closure of Telephone Road. Council was very much aware of the concern and were advocating on behalf of the community. Damage to tracks on this road had led to its closure and concrete blocks had been put in place to act as temporary barriers. There would be a meeting in early May with the Mayor, Waka Kotahi and Kiwi Rail to discuss progress. Council was working to ensure all parties were kept informed.
- Councillors requested an updated list of staff and their job titles (a working document via Google Documents was suggested if staff turnover continued to be high). Councillors were reminded to contact the relevant Executive Leadership Team member or General Manager as an initial point of contact.
- Solid Waste Review had been delayed this year due to the impact of staff losses and COVID-19. The team had been understaffed; thus, the work programme had been difficult to progress.

- Council was encouraging staff to return to work in the office (from 2 May 2022). Consequently, there was an emphasis on protocols regarding mask use, etc.
- One significant team had up to 45 percent of employees away with COVID-19 at one stage. Council was closely monitoring the impact of COVID-19 on staff/teams.
- Hearings of the District Licensing Agency and Regulatory Subcommittee could be held in person again. There had been challenges regarding new equipment for the chamber and its installation (e.g., availability of relevant staff/contractors).

ACTION: Councillors to email either the Executive Leadership Team with queries, or the Democracy Team, who could progress their queries via the correct ELT member.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Gibb/Lynch)

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:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|---|
| PEX I 2.1 Enabling Housing Supply Act: Appointment of Independent Hearing Panel Chair | Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |

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, as follows:

