

Waitaki District Council

Heritage, Environment and Regulatory Committee

**CONFIRMED MINUTES of a meeting of the
Heritage, Environment and Regulatory Committee of Waitaki District Council
held in the Council Chamber, Waitaki District Council Headquarters,
20 Thames Street, Oamaru
on Tuesday 28 August 2018 at 10.03am.**

Present	Cr Hugh Perkins (Chair), Cr Jim Hopkins (Deputy Chair; from 10.10am), Cr Craig Dawson, Cr Bill Kingan; Cr Peter Garvan (from 10.20am); and Mayor Gary Kircher (ex officio)
Apologies	Cr Peter Garvan and Cr Jim Hopkins (apologies for lateness)
In Attendance	Deputy Mayor Melanie Tavendale Cr Jeremy Holding Cr Guy Percival Cr Colin Wollstein Neil Jorgensen (Acting Chief Executive / Assets Group Manager) Lichelle Guyan (Heritage, Environment and Regulatory Group Manager) Paul Hope (Finance and Corporate Development Group Manager) Lisa Baillie (People and Culture Group Manager) Hamish Barrell (Heritage and Planning Manager) Jason Evered (Environmental Services Manager) Roger Cook (Building Services Manager) Helen Algar (Community Development Coordinator) (part of meeting) Dominic Williams (Intern) Ainslee Hooper (Governance Advisor)

The Chair declared the meeting open at 10.05am, and welcomed everyone present.

The Chair then advised Committee members that, unless anyone wished to speak to the Public Excluded Minutes of the previous Committee Meeting held on 18 July 2018 (included in this meeting's agenda as Public Excluded Agenda Item 7), he intended to confirm those minutes in the public session of this meeting, as Agenda Item 3(b).

No Committee Members declared an intention to speak to the Public Excluded minutes.

On that basis, the Chair declared that those Public Excluded minutes would be confirmed as Agenda Item 3(b) in the Public section of this meeting.

1. Apologies

RESOLVED

HERC 2018/030

Cr Bill Kingan / Cr Craig Dawson
That the Heritage, Environment and Regulatory Committee accepts apologies for lateness from Cr Peter Garvan and Cr Jim Hopkins.

CARRIED

2. Declarations of Interest

There were no declarations of interest.

3. (a) Confirmation of Previous Meeting Minutes (Public)

RESOLVED

HERC 2018/031

Cr Craig Dawson / Cr Bill Kingan

That the Heritage, Environment and Regulatory Committee confirms public minutes of the Committee's meeting held on 18 July 2018, as circulated, as a true and correct record.

CARRIED

3. (b) Confirmation of Previous Meeting Minutes (Public Excluded)

RESOLVED

HERC 2018/032

Cr Craig Dawson / Cr Bill Kingan

That the Heritage, Environment and Regulatory Committee confirms public excluded minutes of the Committee's meeting held on 18 July 2018, as circulated, as a true and correct record.

CARRIED

4. 2018 Dangerous and Insanitary Buildings Policy

The report, as circulated, sought Council's approval to update the Dangerous and Insanitary Buildings Policy to reflect new regulations and the removal of the Earthquake-prone buildings (EPBs) Section as per the Building (Earthquake-prone Buildings) Amendment Act 2016 (the EPB Act).

Cr Jim Hopkins joined the meeting, at 10.10am.

Group Manager Lichelle Guyan apologised for some errors in the report, in particular with regard to dates for the hearing of submissions (incorrectly listed as before consultation closes), and the numbering in the appendices which seemed to have become confused with superscripts and references later in the document. She confirmed that the errors would be corrected.

The use of the term "passive" was queried. In response, intern Dominic Williams advised that it is a recognised term in other national policies.

It was suggested that the reference to Heritage buildings in 4.1 could be couched in more positive terms.

The Chair proposed that the Committee amend the report's recommendation and adds the words "with minor improvements" at the end of point 2. This was AGREED.

Cr Peter Garvan joined the meeting, at 10.20am.

RESOLVED

HERC 2018/033

Cr Jim Hopkins / Cr Craig Dawson

That the Heritage, Environment and Regulatory Committee recommends:

That Council:

1. Receives this information
2. Approves the draft Dangerous and Insanitary Buildings Policy, with minor amendments
3. Approves the draft Statement of Proposal, with a consultation period of 13 September to 15 October 2018
4. Approves the draft Consultation Document
5. Approves the draft Engagement Plan
6. Notes that submissions will be heard in the week beginning 29 October.

CARRIED

RESOLVED

HERC 2018/034

Mayor Gary Kircher / Cr Craig Dawson

That the Heritage, Environment and Regulatory Committee confirms that submissions on this matter will be heard by the Heritage, Environment and Regulatory Committee.

CARRIED

The meeting was adjourned for morning tea at 10.27am, and reconvened at 10.42am.

5. **Heritage, Environment and Regulatory Group Activity Report for the period 3 July to 13 August 2018**

The memorandum, as circulated, sought to inform the Committee about the activities of the Heritage, Environment and Regulatory Group during the reporting period.

Group Manager Lichelle Guyan advised that she was incredibly impressed with the commitment of staff across the group at the moment, given the volume of work they were facing. She also acknowledged the efforts of Shirley Bee and Helen Algar QSM in organising and hosting the Family Harm conference.

The Building team was 'hitting highs' at the moment, namely: the highest number of consents approved for July in five years; and also the highest number of inspections.

Offers of employment for two Building Consent Officers (BCOs) had been made; one was accepted, and the other declined (the applicant had accepted a role elsewhere). There continued to be a shortage of BCOs across the country.

The Planning unit is currently heavily engaged with preparations for a hearing in the Environment Court. Planning world – intense dealing with hearing in Environment Court.

The Environmental Health unit is managing a great deal of different activity with a range of challenges.

The Chair thanked Mrs Guyan for her summary of the Group's current high-volume workload.

Cr Craig Dawson congratulated Helen Algar QSM on being appointed as a White Ribbon Ambassador. This was endorsed by other Councillors.

RESOLVED

HERC 2018/035

Cr Craig Dawson / Cr Jim Hopkins

The Heritage, Environment and Regulatory Committee extends congratulations to Community Development Coordinator Helen Algar QSM on becoming the White Ribbon Ambassador.

CARRIED

The report's comments about the challenges at the dog pound were discussed, and especially about the need to keep staff safe. Mrs Guyan updated Councillors on additional measures that were being considered to increase safety measures.

It was noted that the Local Alcohol Policy (LAP) must be consistent with the provisions set out in the Sale and Supply of Alcohol Act. The Mayor reminded the meeting about the number of remits that had been discussed at the Local Government Conference which were focused on these matters.

ACTION: Environmental Services Manager to email an overview of the details around the Sale and Supply of Alcohol (Renewal of Licences) Amendment Bill (No. 2) and its relationship to Local Alcohol Policies.

Cr Jim Hopkins then sought to move a motion “That the Heritage, Environment and Regulatory Committee questions advice from the District Plan Review Committee regarding the plan timetable and whether any amendments to deadlines are required.” No other Councillor proposed to second the motion.

Planning Manager Hamish Barrell advised the meeting that the new District Planner had been appointed, and introduced Anna McKenzie to the meeting. He explained that it would be Ms McKenzie’s role to focus on the District Plan Review timetable and the work that would need to be done by when.

Cr Hopkins advised that he was happy to withdraw his motion given Mr Barrell’s response. The Chair accepted the withdrawal of that motion.

RESOLVED

HERC 2018/036

Cr Jim Hopkins / Cr Craig Dawson

That the Heritage, Environment and Regulatory Committee receives and notes the information.

CARRIED

There being no further business, the Chair declared the meeting closed at 10.59am.

CONFIRMED at the Heritage, Environment and Regulatory Committee Meeting held on the 9th day of October 2018 in the Council Chamber, Office of the Waitaki District Council, 20 Thames Street, Oamaru.

[signed]

Chairman