

# MINUTES

## POLICY/PLANNING COMMITTEE MEETING

**Date:** Thursday, 13 June 2024

**Time:** 1.00pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**Present**

- Cr Dave Wilson
- Cr Gill Duncan
- Cr Jeff Wong
- Cr Piki Te Ora Hiroa (Zoom)
- Cr Richard Lambert
- HWTM Andy Watson

**In attendance**

- Cr Simon Loudon
- Mr Kevin Ross, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager- Democracy and Planning
- Ms Gaylene Prince, Group Manager- Community
- Mr Dave Tombs, Group Manager, Corporate Services
- Mr Johan Cullis, Group Manager, Regulatory
- Ms Katrina Gray, Manager Strategy and Development
- Ms Tiffany Gower, Senior Policy Planner
- Mrs Janna Harris, Corporate Planner
- Ms Kezia Spence, Governance Advisor

**Order of Business**

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## 1 Welcome / Prayer

Cr Duncan chaired and opened the meeting at 1.00pm.

## 2 Apologies

**Resolved minute number**                      **24/PPL/023**

That the apologies from Cr Maughan and Mr Shenton be received.

HWTM A Watson/Cr D Wilson. Carried

## 3 Public Forum

There was no public forum.

## 4 Conflict of Interest Declarations

There were no conflicts of interest declared.

## 5 Confirmation of Order of Business

Item 9.3 Regulatory Statistics - June 2024 followed Item 7 Chair's Report

Item 9.1 Strategy/Plan Development and Review Update was moved to after 8.1 Draft Terms of Reference and item 9.2 Economic Wellbeing Update followed.

Item 8.2 Policy/Bylaw Work Programme and Drone Policy Review was moved to after 9.2 Economic Wellbeing Update.

## 6 Confirmation of Minutes

**Resolved minute number**     **24/PPL/024**

That the minutes of Policy/Planning Committee Meeting held on 11 April 2024 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Cr D Wilson/Cr R Lambert. Carried

## 7 Chair's Report

### 7.1 Chair's Report- June

Cr Hiroa read her report to the committee.

His Worship the Mayor noted that this morning Cr Wong expressed an interest in the committee with formal notification to the Mayor, Chair and Deputy Chair. His Worship the Mayor accepted Cr Wong's request and he is now part of the committee.

**Resolved minute number 24/PPL/025**

That the Chair's Report- June be received.

Cr P Hiroa/Cr R Lambert. Carried

## 8 Reports for Decision

### 8.1 Draft Terms of Reference

This item was returned to after Item 9.3 Regulatory Statistics - June 2024

His Worship the Mayor noted that ideally every submission should come through council, however this is not always possible.

**Resolved minute number 24/PPL/026**

That the report 'Draft Terms of Reference' be received.

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 24/PPL/027**

That the Policy/Planning Committee confirms with amendment its Terms of Reference – June 2024.

Cr D Wilson/Cr R Lambert. Carried

### 8.2 Policy/Bylaw Work Programme and Drone Policy Review

This item was moved to after 9.2 Economic Wellbeing Update.

The committee noted that the adoption of the policy allows for educational comms to the community.

**Resolved minute number 24/PPL/028**

That the report 'Policy/Bylaw Work Programme and Drone Policy Review' is received.

Cr D Wilson/Cr G Duncan. Carried

**Resolved minute number 24/PPL/029**

That the Policy/Planning Committee recommends to Council that the Draft Flying Drones on Council Owned and Administrated Land Policy is adopted [with/without amendment].

Cr D Wilson/Cr R Lambert. Carried

**Resolved minute number 24/PPL/030**

That the Policy/Planning Committee resolve to let the Mokai Bridge Bungy Jumping Bylaw 2013 lapse on 30 April 2025.

Cr P Hiroa/Cr D Wilson. Carried

**8.3 Section 17A Review - Camping Grounds**

Staff highlighted that the review is not needed due to limited delivery options and no changes in the current delivery of service since the last review in 2018.

**Resolved minute number 24/PPL/031**

That the report 'Section 17A Review – Camping Grounds' to the Policy/Planning Committee on the 13 June 2024 be received.

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 24/PPL/032**

That the Policy/Planning Committee recommends that a Section 17A Review is not required for Council's Camping Grounds.

Cr D Wilson/Cr P Hiroa. Carried

**9 Reports for Information****9.1 Strategy/Plan Development and Review Update**

This item was moved to after item 8.1 Draft Terms of Reference.

The report was taken as read.

**Resolved minute number 24/PPL/033**

That the report 'Strategy/Plan Development and Review Update' be received.

Cr D Wilson/Cr J Wong. Carried

**Resolved minute number 24/PPL/034**

That the Policy/Planning Committee receive the efficiency and effectiveness monitoring for the Residential and Rural Living zones and note it will be made available on Council's website as part of meeting requirements under section 35(2A) of the Resource Management Act 1991.

Cr D Wilson/Cr J Wong. Carried

## 9.2 Economic Wellbeing Update

His Worship the Mayor noted the economic conditions especially within the agricultural industries.

### Resolved minute number 24/PPL/035

That the report “Economic Wellbeing Update” be received.

Cr G Duncan/HWTM A Watson. Carried

## 9.3 Regulatory Statistics - June 2024

This item was moved to after 7.1 Chair's Report- June.

Mr Cullis presented on this item and there was a tabled presentation.

Mr Cullis highlighted that the consents received in this financial year are only tracking at 181 versus 252 for last financial year which will have an impact on the revenue for the department.

Mr Cullis responded to questions that when staff are very busy that staff can exceed the timeframes, currently there have only been two missed building consents out of the 182.

His Worship the Mayor asked about properties being added to the rating base and the issuing of the code of compliance. Mr Cullis can run a report of properties that need a CCC issued and clarified that the valuing of the properties is not just the CCC.

### Resolved minute number 24/PPL/036

That the report *Regulatory Statistics – June 2024* be received.

Cr G Duncan/Cr J Wong. Carried

## 9.4 Draft Procurement and Contract Management Policy

Mr Tombs responded to an earlier email from Cr Hiroa that the policy should include Māori procurement, and this will be added to policy with reference to Central government guidelines.

Mrs Gordon confirmed that there is a review on the delegations’ policy which will be coming to Council for consideration.

His Worship the Mayor requested that at section 6.4.3 that elected members are trained specifically for the level of decision making required.

### Resolved minute number 24/PPL/037

That the Report ‘Draft Procurement and Contract Management Policy’ be received.

Cr G Duncan/Cr D Wilson. Carried

### Resolved minute number 24/PPL/038

That a panel of more than two elected members be appointed to the tender's board and that the Procurement Policy be adopted in August.

HWTM A Watson/Cr D Wilson. Carried

**The meeting closed at 2.25pm.**

**The minutes of this meeting were confirmed at the Policy/Planning Committee held on 15 August 2024.**

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**Chairperson**