

# CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Minutes of a meeting of the Central Hawke's Bay District Council held in the Council Chamber, 32 Ruataniwha Street, Waipawa on **Thursday 14 December 2017** commencing at **10.59am**

**PRESENT:** Her Worship the Mayor, A R Walker  
Councillors T H Aitken, K R Annand, S M Burne-Field, T R Chote,  
G A Minehan, B W Muggeridge, I G S Sharp and D N Tennent

**IN ATTENDANCE:** M R Davidson [Chief Executive]  
P S McKinley [Land Transport Manager]  
T R Cook [Regulatory Services Manager]  
H Robinson [Interim Utilities Manager]  
B M Smith [Chief Financial Officer]  
S J Thrush [Technical Services Manager]  
L G Harrison [Administration Assistant]  
  
Roger C A Maaka [Maori Consultative Committee Representative]

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## 1.0 PRAYER

## 2.0 APOLOGIES

## 3.0 DECLARATIONS OF CONFLICTS OF INTEREST

None

## 4.0 STANDING ORDERS

### RESOLVED:

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

Crs Sharp / Tennent  
CARRIED

## 5.0 CONFIRMATION OF MINUTES

### RESOLVED:

THAT the minutes of the Council Meeting held on 1 November 2017 and 30 November 2017, as circulated, be confirmed as true and correct.

Crs Minehan / Aitken  
CARRIED

## **6.0 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY**

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

### **RESOLVED:**

THAT Council has read the reports associated with items 7.0, 8.0, 9.0, 10.0, 11.0, 12.0, 13.0, 14.0, 15.0, 16.0, 17.0 and 18.0 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

Crs Burne-Field / Chote  
CARRIED

## **7.0 2017 BYLAW REVIEW UPDATE**

During the presentation the following was discussed:

- The Regulatory Services Manager spoke to the report.
- The Interim Utilities Manager spoke to the report.
- The Chief Executive spoke to the report.

### **RESOLVED:**

1. THAT the report be received.

#### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Aitken  
CARRIED

2. The Water Supply Bylaw, Trade Waste Bylaw, and the Keeping of Animals, Poultry and Bees Bylaw, be adopted with amendments previously consulted on.

#### **The reason for the decision is**

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Her Worship Mayor / Cr Tennent  
CARRIED

3. That a detailed review of the formula within the Trade Waste Bylaw is completed, and that further public consultation is undertaken where recommended amendments are more than minor in the context of the Big Water Story.

**The reason for the decision is**

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Crs Annand / Burne-Field  
CARRIED

4. That Council publicly consult on making provision for the keeping of bees, and, the keeping of pet pigs, in residential and/or township zones, as part of the review and consultation of the draft District Plan.

**The reason for the decision is**

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Crs Muggeridge / Burne-Field  
CARRIED

## **8.0 WASTEWATER SERVICES UPDATE – WAIPAWA AND WAIPUKURAU**

During the presentation the following was discussed:

- The Chief Executive spoke to the report.
- The Mayor gave an update on the presentation held at the HBRC yesterday on this issue.
- The Deputy Mayor thanked Her Worship the Mayor and CEO on the presentation they gave to the HBRC yesterday.
- Cr Tennent noted that he appreciated there has been an Independent Review.

**RESOLVED:**

THAT the update on Waipukurau and Waipawa wastewater treatment work be received.

THAT the Report “Waipukurau and Waipawa Wastewater Treatment Plant Review” by The Wastewater Specialists be adopted.

THAT Council request the Chief Executive to formally begin the implementation of the reports recommendations.

THAT 6 weekly updates are provided to the Environment and Regulatory Subcommittee on progress related to the recommendations outlined in the independent review.

THAT the Chief Executive provide to Council in the New Year terms of reference for a Wastewater working party made up of elected officials and community representatives to guide Officers and Independent experts in their consideration of long term solutions.

**The reason for the decision is**

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Crs Sharp / Chote  
CARRIED

**9.0 ADOPTION OF PROCUREMENT APPROACH FOR KEY SERVICES CONTRACT**

During the presentation the following was discussed:

- The Chief Executive spoke to the report.

**RESOLVED:**

THAT Council note the report prepared by Tim Munroe on the Facilities Management Service Delivery Review (S17a) and Procurement Strategy.

THAT Council adopt the Procurement Strategy for the Facilities Management Service Delivery Contract.

THAT Council notes that in adopting the Procurement Strategy, Council authorises staff to undertake the procurement and evaluation and report back to Council when a preferred supplier has been identified.

**The reason for the decision is**

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Crs Chote / Muggeridge  
CARRIED

THAT Council nominate Cr Tennent to represent elected officials formally throughout the evaluation process and that Cr Muggeridge attend as an observer.

**The reason for the decision is**

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Crs Sharp / Minehan  
CARRIED

## **10.0 MAYOR'S REPORT**

During the presentation the following was discussed:

- The Mayor spoke to the report.

**RESOLVED:**

THAT the Mayor's report be received.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Minehan  
CARRIED

*The meeting adjourned at 12.29pm for lunch and reconvened at 1.25pm.*

## **11.0 MONTHLY CHIEF EXECUTIVE REPORT**

During the presentation the following was discussed:

- The Chief Executive spoke to the report.
- Mayor acknowledged a good report.

**RESOLVED:**

THAT Council note the contents of the Chief Executives report.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Her Worship the Mayor / Cr Annand  
CARRIED

**12.0 REPORTS FROM CE EMPLOYMENT AND PERFORMANCE COMMITTEE**

Attached are the minutes of the CE Employment and Performance Committee meeting held on 6 December 2017.

**RESOLVED:**

THAT the minutes of the meeting of the CE Employment and Performance Committee held on 6 December 2017 be received.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Muggeridge  
CARRIED

**13.0 REPORTS FROM DISTRICT PLAN SUBCOMMITTEE WORKING PARTY**

Attached are the minutes of the District Plan Subcommittee Working Party Committee meeting held on 29 November 2017.

**RESOLVED:**

THAT the minutes of the meeting of the District Plan Subcommittee Working Party Committee held on 29 November 2017 be received.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

Crs Annand / Chote  
CARRIED

The Committee refers the following recommendations to Council:

## 1. FINAL RECOMMENDATIONS FOR URBAN ENVIRONMENT REVIEW

### 1. The final draft chapters of the Urban Environment Review

#### a. Part 5 Residential Zone

##### **Issues, Objectives & Policies**

- Improved objectives and policies to reflect best practices;
- Improved linkages between the provisions; and
- Improved wording

##### **Rules & Standards**

- Removed provisions relating to pigs, bees, poultry etc (Council by-laws)
- Clarifies 'day-care facility' provision and 'community' / 'recreation' activity provisions, including amended definitions:
- Introduced a new provision for show homes;
- New catch-all non-complying activity rule introduced for greater clarity and to better catch unanticipated activities;
- Consistency with other district plans, particularly neighbouring ones (HDC and NCC) where appropriate, including a new light and glare performance standard.

##### **Definitions**

###### Amendments to:

- Accessory Buildings
- Community Activity
- Day Care Facility
- Educational Facility
- Emergency Service Activities
- Home Occupations
- Residential Activity
- Residential Unit
- Setback

###### New Definitions for:

- Home-based Education and Care Services
- 'Show home'

(Consistency with HDC and NCC District Plans)

##### **Assessment Criteria**

- New assessment criteria for light and glare;
- Amendment in part to 14.2.8 'noxious or unpleasant activities' by amending to refer to Screening for visual amenity;

- New part 14.4(1) for community activities and recreation activities greater than 100m<sup>2</sup> gross floor area, and day care facilities; and
- Deleted 14.1(1) for pig, poultry, rooster and bees

#### **b. Part 6 Rural Townships Zone**

##### **High Level Changes**

- Renamed Townships Zone to 'Rural Townships Zone'
- Inclusion of Porangahau as a Rural Township and deletion of the coastal settlements from this zone; and
- Inclusion of individual rural townships descriptions in the introduction

##### **Issues, Objectives & Policies**

- Amended issue;
- Improved objectives and policies to reflect best practice;
- Improved linkages between the provisions; and
- Improved wording

##### **Rules & Standards**

- Updates to align with changes to the Residential Zone;
- Rule 6.6.1(a) residential activities, removal of reference to pigs, poultry, rooster and bees;
- Rule 6.6.3 new restricted discretionary activity;
- Rule 6.6.5 catch all, non-complying activity;
- Introduce limits and additional categories for industrial activities (GFA/Activity Status)
- Introduce limits for commercial activities (GFA/Activity Status)
- New standard for light and glare; and
- Building Density

##### **Definitions**

Amendments to:

- Camping ground
- Visitor accommodation (consistency with HDC and NCC District Plan)



**c. Part 7A Commercial Zone and Part 7B Mixed Use Industrial Zone**

Map 3 - Proposed Commercial Zone – Waipukurau

**Issues, Objectives & Policies**

- Added a new objective that supports rules that provide for complimentary and compatible activities within the zones, that recognise the sensitivities and amenity levels within the zones;
- Improved objectives and policies to reflect best practice;
- Improved linkages between the provisions; and
- Improved wording

**Rules and Standards**

- Deleted standards relating to activities within the airport noise boundary applying to the Commercial Zone i.e. they only apply to the Mixed Use Industrial Zone;
- Added a new Restricted discretionary Activities rule;
- Amended the Non-complying Activities rule;
- Deleted Prohibited Activities rule and replaced it with a Non-complying rule;
- Deleted building coverage standard
- Deleted hours of operation standard relating Licensed Premises; and
- Added new light and glare standard for the zones

**Definitions**

Amendments to:

- Commercial Activity
- Industrial Activity
- Licensed Premises
- Service Activity
- Service Station (consistency with HDC and NCC District Plan)

**d. New Part 3.1A Sustainable Subdivision & Building**

**Introduction**

- Refers to sustainable subdivision and building being characterized by;
- Significantly reduced energy consumption;
- Improved resource efficiency;
- Reduced environmental impacts;
- Lower impact on local infrastructure; and
- Being easier to manage

## **Issues, Objectives & Policies**

- One issue that recognises that new urban development can have adverse effects on the environment (including cumulative effects) through, for example, increased stormwater runoff or increased water or energy consumption
- One objective to promote sustainable subdivisions and buildings in the District
- 5 new policies to encourage:
  - Subdivision design and building development that optimises efficient resource and energy use and conservation measures through improved subdivision and building design, including by orientation to the sun and utilising principles of low impact urban design;
  - Use of on-site stormwater attenuation measures where appropriate, including rainwater harvesting devices, green roofs, site landscaping, rain gardens, wetland treatment systems and low impact stormwater attenuation systems;
  - Water recycling (grey water) and installation of water saving devices;
  - Implementation of principles of sustainable building practice through provision of advice and information; and
  - Sustainable building design that:
    - Uses durable low maintenance and energy efficient materials;
    - Inert exterior cladding (avoiding the use of materials containing copper or zinc);
    - Maximises access to sunlight (including the location of outdoor living areas) and natural ventilation; and
    - Incorporates mechanical and electrical systems that optimise energy efficiency

## **Implementation Methods**

- Exempting roof water tanks, solar panels and solar hot water systems from having to comply with the Recession Lines performance standard in any zone;
- Ensuring subdivision and engineering standards do not preclude adoption of alternative sustainable building technologies and services, where appropriate; and
- Advocating the adoption of environmentally sustainable building design principles and providing advice and information to subdividers and developers

## **Environmental Results Anticipated**

- Improved subdivision and building development and greater uptake of environmentally sustainable design;
- More efficient use of energy and existing infrastructure;
- Reduced adverse environmental effects;

- A higher quality urban environment; and
- Increased use of renewable energy sources, including solar energy

**e. New Part 3.1B Housing and Business Growth**

- Map 1 - Waipukurau Proposed Zones and Indicative Growth Nodes
- Map 2 – Waipawa & Otane Proposed Zones and Indicative Growth Nodes

**Introduction**

- Refers to the National Policy Statement on Urban Development Capacity:
  - Requirements to ensure sufficient, feasible housing and business land development capacity in the short, medium and long term;
  - Short term – supported with development infrastructure actually in place;
  - Medium term = must have development infrastructure either in place or identified in a 10-year long term plan under the LGA;
  - Long term – supported by infrastructure that is identified in a 30-year infrastructure plan under the LGA
- Refers to the provisions in Chapter 3.1B Managing the Built Environment in the Hawke's Bay Regional Policy Statement;
  - Establish compact, and strongly connected urban form throughout the Regions;
  - Ensure development is integrated with the provision of strategic and other infrastructure, the provision of services, and associated funding mechanisms;
  - Ensure planning and provision of transport infrastructure is integrated with development and settlement patterns;
  - Requires any rezoning for urban growth to be accompanied by a structure plan for inclusion in the District Plan

**Issues, Objectives & Policies**

- One issue that recognises the need to provide sufficient development capacity for housing and business growth in order to keep up with demand and to facilitate economic growth
- Objective to provide a sustainable supply of housing and business land in the District
- Objective to avoid ad hoc urban development onto valuable versatile land in the District
- Objective to ensure urban development is planned for and undertaken in line with the Regional Policy Statement

- Policy to ensure a range of housing and business development opportunities with the District
- Policy to avoid unnecessary expansion of urban activity onto valuable versatile land
- Policy to prioritise efficient utilization of existing infrastructure
- Policy to prepare structure plans for identified urban growth areas prior to rezoning

#### **Implementation Methods**

- Zoning to avoid ad hoc urban development;
- Direct resources toward infrastructure upgrades to accommodate growth;
- Structure planning;
- Monitoring and review of uptake of residential and business land in the District; and
- 5-yearly review of the draft 30-year Urban Growth Strategy for Waipukurau and Waipawa/Otane

#### **Environmental Results Anticipated**

- A well-functioning residential market that is able to cater for and respond to demand for a range of residential housing types;
- Sufficient business land to be responsive to business demands and encourage economic growth;
- Urban development that avoids, remedies or mitigates adverse environmental effects, and minimises the loss of valuable versatile land; and
- The strategic integration of infrastructure with land use

#### **The reason for the decision is**

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Crs Chote / Tennent  
CARRIED

## **14.0 REPORTS FROM ENVIRONMENT AND REGULATORY COMMITTEE**

Attached are the minutes of the Environment and Regulatory Committee meeting held on 30 November 2017.

### **RESOLVED:**

THAT the minutes of the meeting of the Environment and Regulatory Committee held on 30 November 2017 be received.

### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Muggeridge / Annand  
CARRIED

## **1. POLICY REVIEW**

THAT the following policies listed below be adopted:

- 2.6 Dangerous and Insanitary Buildings Policy
- 4.1 Solid Waste Policy

### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Chote / Annand  
CARRIED

## 15.0 REPORTS FROM FINANCE AND PLANNING COMMITTEE

Attached are the minutes of the Finance and Planning Committee meeting held on 30 November 2017.

### **RESOLVED:**

THAT the minutes of the meeting of the Finance and Planning Committee held on 30 November 2017 be received.

### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Sharp  
CARRIED

### **1. APPROVAL FOR ADDITIONAL REVEWAL FUNDING FOR WAIPAWA AND DISTRICT CENTENNIAL MEMORIAL BATHS**

THAT Council do not approve the additional budget of \$100,000 and contingency funding of \$250,000 for filter for the Waipawa and District Centennial Memorial baths

THAT Council consult during the Long Term Plan 2018-2028 on the Council contribution of \$650,000 towards the Waipawa and District Centennial Memorial Baths in year one.

### **The reason for the decision is**

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Crs Minehan / Sharp  
CARRIED

**2. FUNDING THE INSTALLATION OF TESTABLE BOUNDARY BACKFLOW PREVENTERS ON THE WATER SUPPLY TO SPECIFIC PROPERTIES**

THAT

**For new connections requiring a testable backflow preventer**

Customer pays 100% of the device and installation. Customer also pays for the annual maintenance and testing via Fees and Charges. Replacement of the backflow preventer at the end of the 30 year life span would be also funded by the customer. The device is then vested in Council.

**For existing connections requiring a testable backflow preventer**

Customer pays 100% of the device and installation. Customer also pays for the annual maintenance and testing via Fees and Charges. Replacement of the backflow preventer at the end of the 30 year life span would be also funded by the customer. The device is then vested in Council.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Chote / Annand  
CARRIED

**3. LOCAL GOVERNMENT EXCELLENCE PROGRAMME PARTICIPATION**

THAT Central Hawke's Bay District Council participates in the Local Government Excellence Programme.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Aitken / Chote  
CARRIED

*Crs Minehan, Tennent and Muggeridge voted against.*

**4. TOUR DE BEAUTIFUL WAYNE KIRK MITSUBISHI CRITERION EVENT**

THAT under Section 342(b) and the Tenth Schedule of the Local Government Act 1974, that all streets as requested are temporary closed provided all conditions as listed are provided for the Cycling CHB Tour de Beautiful Wayne Kirk Mitsubishi Criterion event.

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Minehan  
CARRIED

**5. POLICY REVIEW**

THAT the following policies listed below, as amended, be adopted:

- 2.15 District Licensing Committee Appointment of Members
- 6.9 Retirement Housing Policy
- 6.11 District Hall Committees Policy
- 6.12 District Hall Policy
- 7.20 Special Fund Accounts Policy

And

THAT the policy listed below be deleted:

- 2.10 Sale of Liquor Policy

**The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Minehan  
CARRIED



## **16.0 ADOPTION OF COMMUNITY WELLBEING STRATEGY**

During the presentation the following was discussed:

- The Chief Executive spoke to the report.
- Cr Burne-Field acknowledged the work done to complete the strategy.

### **RESOLVED:**

THAT Council adopt the Community Wellbeing Strategy.

THAT Council request from the Chief Executive a quarterly report on the progress of the implementation of the Community Wellbeing Strategy to the Community Development Committee.

THAT Council note they will consider the adoption of the Youth Action Plan, Positive Ageing Action Plan, Disability Action Plan and Safer Central Hawke's Bay Action Plan in the New Year.

### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Annand / Minehan  
CARRIED

## **17.0 CENTRAL HAWKE'S BAY DISTRICT COMMUNITY TRUST**

During the presentation the following was discussed:

- The Chief Executive spoke to the report.

### **RESOLVED:**

THAT Council approve the proposed increase in casual swim charges by the CHB District Community Trust.

### **The reason for the decision is**

That it meets the purpose of local government as stated below.

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Crs Sharp / Aitken  
CARRIED

## 18.0 PUBLIC EXCLUDED BUSINESS

### RESOLVED:

THAT in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, the public be excluded from the following part of the proceedings of this meeting.

The general subject of the matter to be considered while the public is excluded; the reason for passing the resolution and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution being as follows:

Item No	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
1	CE Employment and Performance Committee minutes	Good reason to withhold exists under section 7	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 are as follows:

Item No	
1	Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))

Crs Minehan / Aitken  
CARRIED

*Meeting went into public excluded at 2.13pm.*

## 19.0 DATE OF NEXT MEETING

### RESOLVED:

THAT the next meeting of the Central Hawke's Bay District Council be held on 8 February 2018.

Crs Tennent / Muggeridge

## 20.0 TIME OF CLOSURE

There being no further business the meeting closed at 2.50pm.

**Confirmed this 22<sup>ND</sup> Day of February 2018**

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