



AGENDA

RĀRANGI TAKE

NOTICE OF AN ORDINARY MEETING OF THE

Planning and Regulatory Services Committee

to be held on **Thursday, 3rd June 2021** commencing at **3.00pm** in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Chairperson:	Cr Martin	
Members:	His Worship the Mayor	Cr Davidson
	Cr Kennedy	Cr Hartshorne
	Kw Tumahai	Kw Madgwick



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audiovisual link.

Council Vision:

We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.

Purpose:

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:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. NGĀ WHAKAPAAHA APOLOGIES

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda, and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if –
 - (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to the public, -
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.
- (7A) Where an item is not on the agenda for a meeting, -
 - (a) that item may be discussed at the meeting if –
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
 - (b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

**4. NGĀ MENETI O TE HUI KAUNIHERA
MINUTES OF MEETINGS**

Minutes circulated separately via Microsoft teams/email

- **Planning and Regulatory Services Committee Meeting Minutes – 15 March 2021.**

5. ACTION LIST (Page 5)

**6. NGĀ TĀPAETANGA
PRESENTATIONS**

- NIL

**7. PŪRONGO KAIMAHI
STAFF REPORTS**

- **Current Projects Update Report** (Pages 6 – 7)
Fiona Scadden, Planning Manager, Westland District Council

**8. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO GO INTO PUBLIC EXCLUDED**

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

The general subject of the matters to be considered while the public are 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 the resolution are 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.	Confidential Minutes – 15 March 2021.	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons. (Section 7(2)(a)).
1	Protect information where the making available of the information: (i) Would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. (Section 7(2)(b)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). (Section 7(2)(i))
1	Maintain legal professional privilege. (Section 7(2)(g)).
1	Maintain the effective conduct of public affairs through: (i) The free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty. (Section 7(2)(f)).

From the 1 July 2021, the Planning and Regulatory Services Committee will become the Planning Committee with the first meeting date to be confirmed.

03.06.21 – PLANNING AND REGULATORY SERVICES COMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
10.09.20	Town Centre Plan Draft	Concept Plan Document to Council before December to lock in for the LTP.	03.06.21 - The Planning Manager advised that the Town Centre Draft Plan is being worked on in the background and is working to get that compiled and out for discussion with the Committee, and after that out for community engagement and consultation. Action to become a standing item.	Planning Manager
15.03.21	Dedicated Pedestrian Crossings	Work be undertaken to investigate adding pedestrian crossings in the Central Business District.		Planning Manager
15.03.21	Mining Consent Applications: Process update around legal road	Planning Manager provide the Committee with an email update regarding the mining consents application process and asked that the procedure be tabled at the next Committee meeting.		Planning Manager

Report



DATE: 3rd June 2021
TO: Planning and Regulatory Services Committee
FROM: Planning Manager

CURRENT PROJECTS UPDATE REPORT

1 SUMMARY

- 1.1** The purpose of this report is to update the Committee on the status of current projects being undertaken by the Planning Team.
- 1.2** Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in May 2018, which are set out in the Long Term Plan 2018-28. Refer page 2 of the agenda.
- 1.3** This report concludes by recommending that Council receive the Planning Manager's report dated 3rd June 2021.

2 CURRENT PROJECTS

2.1 TOWN CENTRE PLAN

Work on the Town Centre Plan currently entails concept designs being drawn up to inform the discussion document which continues to be drafted.

2.2 REVELL STREET TRIAL

Stage one of the Revell Street Trial has been underway since Wildfoods Festival weekend (12th March 2021). We have now received public feedback over a period exceeding two months. This feedback will be summarised and presented in the Councillor workshop focussing on the outcomes of engagement when considering changes for stage two. The intention is to use as much public and Councillor feedback as is possible to make changes and shape the second half of the trial.

2.3 HAMILTON STREET

Additional parking has been added to Hamilton Street by stacking parking at the Revell Street end. It is considered under the draft proposed Town Centre Plan that Hamilton Street would be painted for angle parking throughout its length on both sides of the road.

2.4 DEDICATED PEDESTRIAN CROSSINGS

Pedestrian crossing on Revell Street will be assessed at stage two. These are areas that encourage public to cross as opposed to a controlled zebra crossing. This will be workshopped with regard to Revell Street. For the rest of the Town Centre, this is to be picked up with the Town Centre Plan.

2.5 INTERPRETATION PANELS FOR THE TOWN CENTRE

This is at the discretion of West Coast Heritage. No update has been received.

2.6 HOKITIKA RACECOURSE AND CASS SQUARE

Comment on Hokitika Racecourse and Cass Square is currently being sought alongside the LTP consultation. The feedback will be collated once submissions close and concept plans will be drawn up based on the feedback received. Once the concept drawings are complete a special consultative procedure will be undertaken.

2.7 CONSENT APPLICATIONS AND CONSENTS GRANTED

22 consents have been lodged since the last committee meeting.

21 resource consents have been granted since the last committee meeting.

8 resource consents were subdivisions.

20 working day legal timeframes have been met 100% of the time.

2.8 MINING CONSENT APPLICATIONS: PROCESS UPDATE AROUND LEGAL ROADS

There are two layers for ensuring that Destination Westland are notified of mining activities on Road Reserve. The first step is that the Planning Manager checks the weekly summary of consents provided by WCRC to ensure that there are no consents that may have been missed requiring WDC sign off. The second step is that when a request for affected party approval is received that as well as seeking District Asset consideration of effects on infrastructure that the application is forwarded to Destination Westland for their consideration.

2.9 Any other projects

National Policy Statement Indigenous Biodiversity (NPSIB)

- Westland District Council will be representing the West Coast in a cross sector working group with a view to coordinating a response to the exposure draft once it is released.

3. RECOMMENDATION

- A) That the Current Projects Update Report from the Planning Manager dated 3rd June 2021 be received.

Fiona Scadden
Planning Manager