



Notice of Meeting

A meeting of the Strategy, Growth and Planning Committee will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 7 August 2024** commencing at **9:30am**.

Bryan Nicholson
Chief Executive

Agenda

1. Welcome and Meeting Opening

2. Apologies

3. Public Forum

A period of up to 30 minutes shall be set aside for a public forum. Each speaker during the public forum section of a meeting may speak for up to five minutes.

Standing Orders may be suspended on a vote of three-quarters of those present to extend the period of public participation or the period any speaker is allowed to speak.

With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. If permitted by the Chairperson, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

4. Notification of Items Not on the Agenda

Major items not on the agenda may be dealt with at this meeting if so resolved by the Council and the chairperson explains at the meeting at a time when it is open to the public the reason why the item was not listed on the agenda and the reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters not on the agenda relating to the general business of the Council may be discussed if the Chairperson explains at the beginning of the meeting, at

a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

- 5. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business**
- 6. Confirmation of Minutes 3**

Recommendation

That the minutes of the Strategy, Growth and Planning Committee meeting held on 24 April 2024 (as circulated) be confirmed as a true and accurate record of the meeting.
- 7. Reports**
 - 7.1 Update on the Proposed District Plan Review and Part B of the Urban Design Better Off Funding Project 7**
 - 7.2 District Strategy Review 13**
 - 7.3 Policy and Bylaw Update 19**
 - 7.4 Hearing of Submissions on proposed Keeping of Animals Bylaw, Alcohol Bylaw, Cemeteries Bylaw, Public Places Bylaw 23**
- 8. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4**
- 9. Closure**



Minutes of a meeting of the Strategy, Growth and Planning Committee held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 24 April 2024 commencing at 9:30am.

1. Present

Councillor S M Wards (Chairperson), Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), N L Chase, A K Franklin, S M Gilmore, P A Johns, M F Long, K A Sutherland, and S A Wallace

In Attendance

Mr D Batley	- Evergreen Consulting
Mr S Bray	- Landscape Architect (via Teams)
Mr B Nicholson	- Chief Executive
Mr R Suppiah	- Group Manager – Corporate and Regulatory
Mr H Featonby	- Group Manager - Infrastructure
Ms G Nock	- Strategy and Corporate Planning Manager
Mr P Wimsett	- 3-Waters Transition Manager (via Teams)
Ms A Charmley	- Team Leader Planning Services
Ms A Rule	- Policy and Planning Advisor
Mrs A Dunn	- Manager – Democracy Services
Ms S Ellis	- Democracy Support Officer

2. Welcome and Meeting Opening

The Chairperson opened the meeting with a reflection, and a reading from the prose poem Desiderata.

3. Apologies

An apology for lateness was noted from Cr N L Chase, however no resolution taken.

4. Public Forum

There were no requests for Public Forum.

5. Notification of Items Not on the Agenda

Nil

6. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business

Nil

7. Confirmation of Minutes

That the minutes of the Strategy, Growth and Planning Committee meeting held on 13 February 2024 (as circulated) be confirmed as a true and accurate record of the meeting.

Johns/Wallace

Carried

8. Reports

8.1 Policy and Bylaw Update

The Strategy, Growth and Planning Committee considered the report of the Policy and Planning Advisor dated 10 April 2024 that provided a regular update on the programme of work on policies and bylaws.

Concerns were expressed regarding consultation overload, with respect to the upcoming LTP consultation and the aforementioned bylaw consultation. It was responded that the risk was apparent, but nonetheless the bylaw consultation remained a legal requirement. It was noted that the bylaws were arranged in tranches and subsequently presented to the community.

Lastly, it was recommended that the security and procurement policies be presented to the July Audit and Risk Committee meeting.

That the report from the Policy and Planning Advisor dated 10 April 2024 concerning the Policy and Bylaw Update be received.

Sutherland/Long

Carried

8.2 Submissions Update

The Strategy, Growth and Planning Committee considered the report of the Three Waters Transition Manager dated 19 April 2024, which highlighted the process

wherein the Chairperson of the Strategy, Growth and Planning Committee may call on a subcommittee of members of the Council committee to provide feedback and authorise draft submissions prepared by Council staff, experts and local government representative groups, including Local Government New Zealand and Taituarā; and provided an update in regards to the recent invocation of this process in response to the Fast Track Approvals Bill.

That the report from the Three Waters Transition Manager dated 19 April 2024 concerning the Submissions Update be received.

Gilmore/Peeti-Webber

Carried

The meeting adjourned at 10:10am and reconvened at 10:30am.

Councillor N L Chase joined the meeting at 10:30am.

8.3 Draft Urban Growth Strategy - Consultation Feedback and Documentation Amendments

The Strategy, Growth and Planning Committee considered the report of the Team Leader Planning Services dated 16 April 2024 which provided an update on submissions and consultation feedback received and subsequent amendments to the Draft Urban Growth Strategy post consultation, a summary of the submissions received, and to request feedback and support for the proposed amendments to the document and maps. It was noted that the documentation would be finalised and ready for adoption at the Council meeting in May.

Mr Dan Batley, and Mr Shannon Bray were in attendance to speak to the report.

Changes included the conversion of commercial zones to mixed-use zones to promote further flexibility with the use of commercial structures, as well as the proposed changes to industrial zones, and expansion of residential zones with the exception of Eketāhuna. Additionally, the relocation of recreational zones in Woodville including the sports ground and pool was also discussed, with some consideration regarding the racecourse as a possible new location with respect to the intentions of the racecourse owner moving forwards.

Lastly, it was indicated that a transportation strategy in all towns was in consideration, notably surrounding ‘micro-mobility’ modes, such as cycling, walking, or otherwise.

Concerns were expressed regarding historical zoning locations and change of registered business use, especially where near residential or school areas. It was responded that existing use rights and the resource management act permit business owners to continue where originally established, and that permitted activity standards allowed for business activity as it complies with zoning requirements.

With regards to the district plan, it was outlined that the Urban Growth Strategy was an aspirational document, whilst the district plan would be held up to

legislation in consideration of the justification for zoning.

Her Worship the Mayor left the meeting at 11:23 am and returned at 11:25am.

That the report from the Team Leader Planning Services dated 16 April 2024 concerning the Draft Urban Growth Strategy - Consultation Feedback and Documentation Amendments be received.

That the Strategy, Growth and Planning Committee agree to the changes made to the Growth Strategy detailed in the Review of Community Feedback arising from the submissions received on the consultation.

Johns/Franklin

Carried

9. Items not on the Agenda

Her Worship the Mayor reported on concerns business and building owners in the community had regarding earthquake prone structures, and recommended Council consider what to submit, with an emphasis on providing simple, realistic solutions.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11:53am.

Chairperson



Report

Date : 2 August 2024

To : Chairperson and Committee Members
Strategy, Growth and Planning Committee

From : Aimee Charmley
Team Leader Planning Services

Subject : **Update on the Proposed District Plan Review and Part B of the Urban Design Better Off Funding Project**

Item No : **7.1**

1. Recommendation

- 1.1 *That the report from the Team Leader Planning Services dated 23 July 2024 concerning the Update on the Proposed District Plan Review and Part B of the Urban Design Better Off Funding Project be received.*

2. Reason for the Report

- 2.1 To provide an update on the progress of the delivery plan for the proposed district plan review and Part B of the Urban Design Better Off Funding Project.

3. Proposed District Plan Review Update:

- 3.1 The proposed district plan review work programme is visually represented in Figure 1 below:

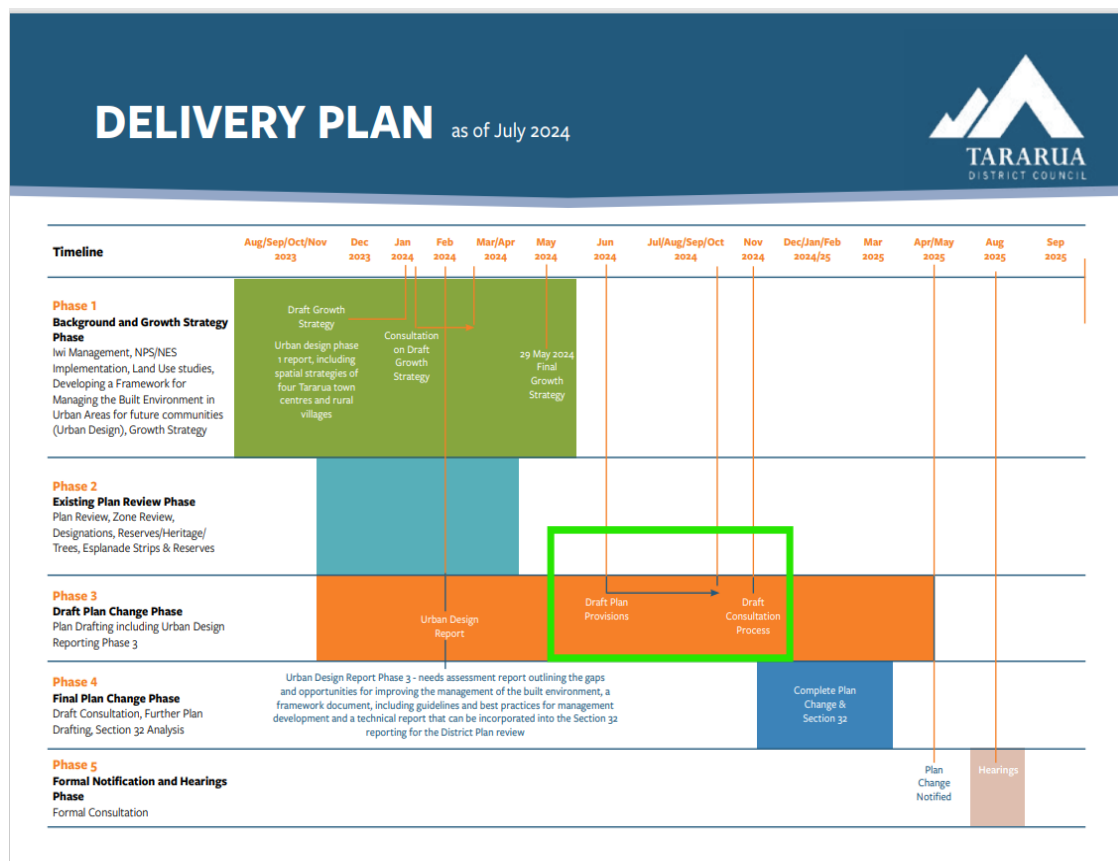


Figure 1: Delivery Plan – we are currently at the drafting phase prior to draft consultation in November 2024.

- 3.2 Since adoption of the Growth Strategy, work has increased on the drafting elements of the District Plan Review. With the strategy having been adopted, we have a way forward for growth and also a direction on how we want growth to look and feel.
- 3.3 Wayfinder have developed the Urban Development, Industrial, Maori Multi Purpose, Mixed Use and Residential policy strategy for Section 32 reporting for the District Plan Review.
- 3.4 Rationale have completed the infrastructure response to the Growth Strategy for Section 32 reporting for the District Plan Review.
- 3.5 This forms a significant basis to the review as this direction overlaps with the major parts of the Plan, these being the Residential, Rural, Commercial and Industrial zones as well as the Subdivision components of the Plan. In this regard the following summary is provided for what is currently being worked on:
- Developing a policy framework to manage new housing development, this includes both subdivision and land use scenarios, and the provision for medium density development. This includes objectives and policies, activity status, and assessment criteria/matters of discretion.
 - Forming development standards to set a permitted baseline for housing development.

- Defining the extent of new rezonings.
- Consideration of the infrastructure response to servicing growth and how the rezoning of land may need to be phased to allow for this.
- Creating a 'mixed-use' framework that allows for and encourages growth within the town centres.

3.6 Notwithstanding the above, other elements of drafting have also been occurring. These relate to the Introductory, Mana Whenua, Designations, Transportation and sections of the Plan, and development of Council's Engineering Standards Document. In summary:

- Investigating a framework to enable the development of Māori owned land.
- Drafting the introductory sections of the Plan that set the scene for the District and the Regulatory framework that is to manage the use of land.
- Collating all designation information, conducting the 'roll-over' process and drafting the new schedule of designations.
- Drafting and review of the Transportation Section of the Plan, including input from Council's technical experts.
- Drafting of engineering standards, working alongside neighbouring Councils (to be consulted on as part of the District Plan processes).

3.7 Moving forward, the main focus of the work is to complete the Draft Plan for notification in November. This notification is on an informal basis and is mainly orientated on testing the new Plan with key stakeholders and members of the public. This will take place in a variety of manners, including (but not limited to) drop-in sessions, community board meetings, one on one sessions, developer forums, and email and phone communications to respond to queries. Next steps are summarised below:

- Continued drafting of the various sections of the Plan, including formatting into the new National Planning Standards formatting.
- Confirming the extent and location of all proposed rezonings.
- Confirm the policy framework and finalise drafting to give effect to this.
- Finalising the infrastructure investigations into providing for growth.
- Ongoing review and discussion with Council staff, iwi partners and other key stakeholders to inform specific parts of the Plan.

- Review of completed drafts as they are completed.

4. Part B – Urban Design Better Off Funding Project Update:

- 4.1 With adoption of the Urban Growth Strategy by Council this has enabled us to focus on Phase B of the Better Off Funding Project which is centred around the development of the Urban Design Strategy.
- 4.2 TDC have contracted Wayfinder to complete this work alongside the community and in partnership with Council. This funding was secured through the Department of Internal Affairs 'Better Off Funding Future Community Urban Design Project' in July 2023.
- 4.3 The first phase of this project was the Urban Growth Strategy and this was developed to help us understand our growth requirements, outline the challenges faced with increased housing demand, and provide recommendations for how we can meet these demands efficiently and effectively.
- 4.4 One of the key outcomes from the Urban Growth Strategy identifies the desire to deliver on our aspirational growth. We are now required to work on Phase B of this project which will create a vision for the urban design of our town centres and the rural village of Norsewood through our Urban Design Strategy.
- 4.5 To achieve this we are now in the initial phase of preparing an Urban Design Strategy which will build on the proposed rezoning recommendations contained within the Urban Growth Strategy. We are focusing on urban design within our public spaces and across our urban centres. We are working alongside our communities to understand their vision for medium to long term aspirational changes to our urban town centres. We are also looking to capture the urban design vision for the rural village of Norsewood.
- 4.6 The Urban Design Strategy work will be socialised with our Community Boards and Groups followed by public drop in sessions across the four main town centres and Norsewood.
- 4.7 The community can incorporate their ideas and visions for these public spaces and this will help inform the Urban Design Strategy.
- 4.8 Community Board Agenda: (approx. 15mins + questions)
 - Introduce the team (Lizzie Burn from Wayfinder).
 - Overview and background to the projects – Council background and tie in with current community work being undertaken
 - Introduce the Urban Design projects that we are looking for community engagement on

- Urban Design focused enhancements overview
- Workshops - We are keen to hear from community about what is most important in our urban environments and the involvement community can have in implementing these. What to expect at the workshops, and how this will be run.
- Dates of workshops and further details
- Questions

4.9 Community Board / Community Committee Meeting Dates:

- Positively Woodville Community Committee - Tuesday 6th August at 7.00pm.
- Explore Pahiatua Incorporated – 7th August 2024 at 7.00pm
- Eketahuna Community Board – 2nd Monday of each month 12th August 2024 at 10am in Eketahuna War Memorial Hall.
- Dannevirke and Norsewood – Dannevirke Community Board - 19th August 2024.

4.10 We then have proposed public workshops which will be publicly advertised.

4.11 Proposed Public Workshop dates:

- 12th August, 3.30pm - 6pm – Woodville (Library/Woodville Sports Stadium TBC)
- 19th August, 3.30pm – 6pm – Pahiatua (Service Centre)
- 27th August, 3.30pm – 6pm – Eketahuna (Library/Eketahuna War Memorial Hall TBC)
- 28th August, 3.30pm – 6pm - Dannevirke and Norsewood (Dannevirke Business Network Training Room).

Attachments

Nil.



Report

Date : 30 July 2024

To : Chairperson and Committee Members
Strategy, Growth and Planning Committee

From : Grace Nock
Strategy and Corporate Planning Manager

Subject : **District Strategy Review**

Item No : **7.2**

1. Recommendation

- 1.1 *That the report from the Strategy and Corporate Planning Manager dated 18 July 2024 concerning the District Strategy Review be received.*
- 1.2 *Approve the changes that were workshopped prior to the LTP. This ensures that any changes in the LTP are reflected in the District Strategy, maintaining coherence and consistency.*
- 1.3 *Provide guidance on what (if any) options are preferred in terms of updating the District Strategy, or any alternative preferences on changes. Following this, I will draft changes to bring to the next committee for review prior to adoption.*

Executive Summary

- 1.4 The Tararua District Strategy, Thriving Together 2050 is a roadmap crafted to guide Tararua over the next 30 years. It stems from extensive community consultations, where council sought to understand aspirations and ideas for the future. This document not only outlines future objectives, but also provides actionable steps.
- 1.5 Through the LTP, work was undertaken to align the District Strategy with council activities. Given the District Strategy is proposing a lasting ambition for Tararua, and has been formally adopted, it is crucial that the activities engaged in by TDC will meet the specified goals, and that the District Strategy is regularly reviewed

for relevance and coherence within the dynamic environment Tararua District Council operates within.

2. Reason for the Report

- 2.1 This report seeks direction to implement changes to the District Strategy. The goal is to ensure the strategy remains relevant, transparent, and aligned with community needs. Additionally, the changes agreed upon in the Long-Term Plan (LTP) process need to be formally adopted in the District Strategy.

3. LTP Process and Work

- 3.1 Council currently engages in numerous activities, designed to meet both legislative requirements as well as community enhancement. Each service group across Council has several functions or activities that they engage in, each of which has a specified Activity Management Plan with associated Levels of Service and Service Performance Measures. These Activity Management Plans specify the expected and approved work program for the preceding three years. Each Activity Management Plan is approved by Council and is subsequently incorporated into the Long-Term Plan.
- 3.2 In 2023, Council approved the adoption of the District Strategy, which as stated, outlines a vision for Tararua over the next 30 years. Within the District Strategy there are a number of strategic objectives proposed under each focus area, which target specific goals for the district to strive towards. While developed with Council functions in mind, they were not developed specifically based off the Activity Management Plans, nor were they developed to directly change Activity Management Plans.
- 3.3 The District Strategy discuss the importance of measurement of performance, progress, and strategy implementation. A framework was therefore developed that looked across each of the strategic objectives in the District Strategy to assess how current Activity Management Plans aligned to each of the objectives.
- 3.4 To do this, each Activity Management Plan was reviewed, and individual Performance Measures aligned to the relevant strategic objective as outlined in the District Strategy. The proposed framework was then reviewed by both General Managers, as well as brought before council in multiple workshops.
- 3.5 The outcome of these reviews led to realignment of a number of strategic objectives in the District Strategy. These changes meant there was greater cohesion between council activities and the goals of the District Strategy.
- 3.6 The changes to the strategic objectives discussed in workshops and used within the LTP are displayed in Figure 1. Any changes made have bold text.

Figure 1

Focus Area	Strategic Objective
Thriving District	To capitalise on opportunities such as the new Te Ahu a Tūranga – Manawatū Tararua Highway.
	To ensure sustainable growth.
	To have pride in our district.
	To have a thriving, environmentally responsive and sustainable farming sector.
Improving our Environment	Infrastructure and services are developed with environmental protection as a consideration.
	To protect our environment through reducing emissions.
	To ensure our towns are designed in a way that consider future resident and environmental needs.
	To adapt and respond to changes in Tararua's environmental landscape, including agricultural opportunities and reforestation activities.
	To support initiatives that improve community resilience to climate change.
Connected Communities	To ensure our towns have outstanding facilities for all to enjoy.
	To ensure all residents have access to services that enhance their ability to engage safely with their communities
	We have resilient and reliable infrastructure that connects our communities.
Interactive Council	To have effective partnerships with iwi.
	To promote the Tararua District and our aspirations.
	The community is satisfied with the Councils performance.
	To strive for transparency in decision making and reporting.

3.7 While the above changes have guided decision making for aligning activities in the LTP, the proposed changes have not been formally adopted.

4. Options for Further Development

4.1 We are proposing several options to improve and review the District Strategy to ensure it remains relevant and responsive to the evolving needs of our community. This initiative is suggested to help with effective long-term planning, transparency, and building trust with residents. Your input will help us align strategic objectives with current priorities, manage resources effectively. Below are some suggested options for change, however, any additional thoughts or comments not otherwise mentioned are also encouraged. These options are suggested as independent ideas, and one can be explored without including another.

- 4.2 *Yearly and Three-Yearly Reviews:* Implement a formal yearly review process to identify which aspects of the strategy are actively being pursued and which are on hold, as well as which objectives may no longer be relevant at all. Complement this with a more comprehensive review every three years in line with the LTP. Given the long-term view of the District Strategy, it is important to proactively use and consider the strategy regularly. The focus areas and strategic objectives could be workshopped or discussed during committee meetings for formal discussion, or alternatively, any feedback could be emailed for consideration. Regular updates to the strategy document should be made publicly available to maintain transparency and keep the community informed about progress and changes. Clearly flag in the strategy what objectives are being actively pursued and which are on hold to enhance transparency. This approach ensures the community understands the council's priorities and the rationale behind them. By updating the strategy annually and in line with the long-term plan, changes in council direction can be regularly captured in the District Strategy.
- 4.3 *Timeline of Priorities:* Organise each focus area by a timeline of priorities, creating a 5-year outlook, a 10-year outlook, and a 30-year outlook. This phased approach allows for clear prioritisation and manageable implementation of goals over time.
- 4.4 *Direct Control vs Influence:* Identify and clearly delineate what the council can manage directly, such as infrastructure projects, and community services. This clarity helps set realistic and achievable objectives. Some strategic objectives may fall outside the council's direct control but can be influenced through advocacy, partnerships, and collaboration with other stakeholders. These areas should be clearly identified in the strategy, along with the council's role in influencing positive outcomes.
- 4.5 *Performance Metrics:* Ensure there are clear performance metrics for each strategic objective. While the District Strategy currently has some of these metrics met through current Activity Management Plans and associated Service Performance Measures, not all the metrics in the District Strategy are currently measurable or have anyone directly implementing measures for them. When there is not an existing measure through the Activity Management Plans, there will need to be a report brought to the SGP committee on progress towards some of the activities. It is important to regularly track and report on these metrics to measure progress and identify areas needing attention. Which objectives require the implementation of measures (if not already in place) will be based upon what may be identified as a priority in yearly reviews, or a timeline of priorities process.
- 4.6 *Prioritisation Matrix:* Develop a prioritisation matrix based on insights from recent risk assessment workshop, which evaluated Councillors' appetite for risk. This matrix may help systematically prioritise strategic objectives, ensuring that decision-making follows a methodical and transparent approach. By assessing risks, aligning with strategic goals, measuring impact and urgency, and evaluating feasibility, we can categorize objectives into immediate, mid-term, and long-term priorities. This could similarly influence the development of a timeline of priorities.

- 4.7 *Use of Community Surveys:* Using the annual resident surveys to update and align the District Strategy may assist in reflecting current community priorities. These surveys should be adaptive, addressing each year's specific needs and emerging issues. This approach may allow for capturing evolving community concerns and preferences, and providing timely insights that inform strategic planning. This dynamic feedback mechanism helps in adjusting priorities and allocating resources effectively, ensuring that long-term goals align with the immediate needs and aspirations of the residents.
- 4.8 *No change:* Do not implement any changes or review process and leave the District Strategy in its current format going forward.

5. Conclusion

- 5.1 Given its long-term outlook, it is crucial to work actively with the District Strategy to ensure it remains relevant and effective in guiding council activities. This strategy is foundational in shaping the future of the Tararua District, driving sustainable development, and addressing evolving community needs. Regular reviews will ensure the strategy adapts to new challenges and opportunities, providing clear, methodical guidance for decision-making. As the District Strategy is a 30-year outlook, it is not expected that all strategic objectives will be met in every Long-Term Plan, as some activities may be prioritised at different times. However, it is important nonetheless to monitor where those gaps are so that they are not forgotten in future planning, and so that Council can transparently report on progress.

Attachments

Nil.



Report

Date : 24 July 2024

To : Chairperson and Committee Members
Strategy, Growth and Planning Committee

From : Angela Rule
Policy and Planning Advisor

Subject : **Policy and Bylaw Update**

Item No : **7.3**

1. Recommendation

- 1.1 *That the report from the Policy and Planning Advisor dated 02 July 2024 concerning the Policy and Bylaw Update be received.*

2. Reason for the Report

- 2.1 Regular update on policies and bylaws work programme.

3. Background

- 3.1 This committee has oversight of the whole policy and bylaw work programme.
- 3.2 The terms of reference for committees determines which policies and bylaws will be reviewed through each committee.

4. Status of Policies and Bylaws Reported to this Committee

5. Status of Policies and Bylaws Reported to other Committees

5.1 A draft Security Policy was presented to the Audit and Risk Committee on 23 July.

5.2 A draft Procurement Policy will be presented to the Audit and Risk Committee in October.

6. First Tranche of Bylaws

6.1 The first tranche of the bylaw reviews was consulted on in July 2024. These are Alcohol, Cemeteries, Public Places, and The Keeping of Animals, Cats, Poultry and Bees bylaws. Any further reporting will be directly through Council meetings.

7. Second Tranche of Bylaws

7.1 Work is underway on this suite of bylaws. Potentially these will be consulted on in October. Reporting will be directly through Council meetings.

8. Community Engagement and Consultation

8.1 Below is the current schedule of engagements and consultations for policy, bylaw and other legislated processes.

8.2 Consultation for the s17A reviews may take place in April 2025.

Attachments

1. [Strategy Growth and Planning Committee - Policy and Bylaw Development Work Programme - August 2024](#)

2. [Audit and Risk Committee - Policy and Bylaw Development Work Programme - August 2024](#)

Strategy, Growth and Planning Committee									
Policy Name	Purpose	Current date	Review frequency	Adopted by Council	13-Feb	24-Apr	7-Aug	2-Oct	4-Dec
Class 4 Gambling and Racing Board Venue Policy	The Gambling Act 2003 requires Council to have a policy on Class 4 venues, and the Racing Industry Act 2020 requires Council to have a policy on Board venues. The objectives of the policy are to: - provide for the continued limited and controlled availability of Class 4 Gambling within Taranaki District in accordance with the purpose and intent of the Act; - establish an appropriate maximum level of opportunities for Class 4 Gambling activities in the Taranaki District in order to avoid or minimise the harm caused by problem gambling; - ensure gambling venue operators act responsibly and promote harm minimisation; - to facilitate community involvement in decisions about the provision of gambling.	29/06/2022	3 yearly	Yes					GM Corporate/Regulatory
Dangerous and Insanitary Buildings Policy	The provisions of the Building Act 2004 (Act) in respect to dangerous and insanitary buildings reflect the government's broader concern with the safety of the public in buildings. The Council is committed to ensuring that the Taranaki District is a safe place in which to live and work. This is one of the outcomes sought by the Taranaki community.	1/07/2024	5 yearly	Yes					GM Corporate/Regulatory
Enforcement	How we give effect to enforcing legislation, bylaws, infringements, etc.	March 2022	3 yearly	No					GM Corporate/Regulatory
CCTV		Draft		No					GM Corporate/Regulatory
Dog Control Policy	To enable people to enjoy the benefits of dog ownership and provide for the exercise and recreational needs of dogs, while minimising danger, distress, and nuisance to the wider community.	25/05/2022	5 yearly	Yes					GM Corporate/Regulatory
Litter Infringement Policy	To provide guidance to Council officers on issuing infringement notices under the Litter Act 1979. It shall also define what is meant by litter; provide a graduated level of litter for infringement purposes, provide a fee schedule for infringements and define the rights of the Council in litter removal. Only by adopting Section 13 and 14 of the Litter Act by resolution, can the Council issue infringements for any breach of the Act.	30/03/2022	5 yearly	Yes					GM Corporate/Regulatory
Alcohol Bylaw	The purpose of this bylaw is to enhance safety and the public enjoyment of public places within the District by providing for liquor control in designated public places to minimise the incidence of alcohol related offences and behaviour.	17/12/2018	5 y/5	Yes	X			Consultation	GM Corporate/Regulatory
Cemeteries Bylaw	The purpose of this Bylaw is to enable the Council to control and set standards for the operation of cemeteries within the boundaries covered by Council's responsibility or jurisdiction.	5/11/2018	5 y/5	Yes	X			Consultation	GM Corporate/Regulatory
Dog Control Bylaw	This Bylaw will protect the health and safety of the community by regulating the keeping of dogs, while also promoting responsible dog ownership and recognising the rights and needs of dog owners	1/05/2022	10 yrs	Yes					GM Corporate/Regulatory
Public Places Bylaw	The purpose of this Bylaw is to ensure that public places are used in a manner that will not cause any obstruction, nuisance or damage, or endanger the public.	5/11/2018	5 y/5	Yes	X				GM Corporate/Regulatory
The keeping of Animals, cats, poultry and bees Bylaw	The purpose of this Bylaw is to outline requirements for the keeping of animals, poultry and bees. The requirements are deemed necessary for the protection of <u>public health and property interests.</u>	5/11/2018	5 y/5	Yes	X			Consultation	GM Corporate/Regulatory
Administration Bylaw	The purpose of this Bylaw is to identify those terms and expressions common to and used in all Bylaws. This Bylaw also addresses the service of orders and notices, powers of delegation and entry, suspension and revocation of licences, removal of works executed contrary to any Bylaw, and fees and charges payable under any Bylaw.	5/11/2018	5y/5	Yes					GM Corporate/Regulatory

Audit and Risk Committee										
Policy Name	Purpose	Current date	Review frequency	Adopted by Council	20-Feb	26-Mar	23-Jul	27-Aug	22-Oct	Policy Sponsor
Conflicts of Interest	To state Council's position and guidelines on conflicts of interest for employees.	Sept 2022	3 yearly	No						GM Corporate/Regulatory
Delegations	The purpose of the Delegations Policy is to define and authorise the scope of: - The division between governance and management activities. - Council's delegations of governance activities to Council Committees and Community Boards. - Council delegations of management activities to the Chief Executive. - The Chief Executive's delegations to Council Officers, including the Executive Leadership Team (Group Managers).	1/05/2022	Triennial	Yes						GM Corporate/Regulatory
Fraud and Corruption	To provide pathways for prevention, detection and response to fraud and corruption at Council.	Sept 2022	3 yearly	No						GM Corporate/Regulatory
Health and Safety	Council is committed to providing and maintaining a working environment where employees, visitors, contractors, and members of the public are protected against harm to their health, safety, and welfare from hazards and risks arising from work carried out as part of its operations or undertakings as far as is reasonably practicable.	Nov 2022	2 yearly	No						GM People and Capability
ICT Acceptable Use Policy	To ensure that all computer systems (software, hardware, and networks) owned or managed by Council are operated in an effective, safe, and lawful manner. This protects the user, Council, and our data and information.	Sept 2022	2 yearly from 2022	No						GM Corporate/Regulatory
Information Management Policy	To document requirements relating to the creation and management of information at Council. The term information management encompasses both records and information management.	1/05/2023	2 yearly	No						GM Corporate/Regulatory
Security Policy	To reduce security risk to the organisation, its stakeholders, and the community at large.	1/08/2024	2 yearly	No			X			
Privacy (Information Services)	To ensure that employees, contractors, consultants, secondees, volunteers, and elected members of Council are aware of their obligations and how to comply with the Privacy Act 2020.	Oct 2022	2 yearly from 2022	Yes						GM Corporate/Regulatory
Procurement Policy	Contains the high level statements of the principles and values that guide procurement decisions for Council in regards to planning, sourcing, and managing procurement.	May 2018		Yes					X	GM Corporate/Regulatory
Protected Disclosures Policy and Guidelines	To describe Council's responsibilities based on the Protected Disclosures (Protection of Whistleblowers) Act 2022.	Sept 2022	3 yearly	Yes						GM People and Capability
Sensitive Expenditure Policy and Guidelines	To provide Council staff with a clear framework for identifying, reviewing, approving and managing sensitive expenditure, and addressing any potential conflicts of interest or impropriety that may arise. Specifically: • Explains what types of expenditures are and are not allowed • Outlines a clear approval procedure • Sets spending limits/boundaries where practicable • Defines when staff are expected to exercise judgement	Nov 2021	2 yearly	Yes						GM Corporate/Regulatory
Unreasonable Customer Behaviour and Complaints	Being developed.			No						GM People and Capability



Report

Date : 2 August 2024

To : Chairperson and Committee Members
Strategy, Growth and Planning Committee

From : Allie Dunn
Manager - Democracy Services

Subject : **Hearing of Submissions on proposed Keeping of Animals Bylaw, Alcohol Bylaw, Cemeteries Bylaw, Public Places Bylaw**

Item No : **7.4**

1. Recommendation

- 1.1 *That the report from the Manager - Democracy Services dated 29 July 2024 concerning the Hearing of Submissions on proposed Keeping of Animals Bylaw, Alcohol Bylaw, Cemeteries Bylaw, Public Places Bylaw be received.*

2. Reason for the Report

- 2.1 To provide the Tararua District Council with a copy of the submissions received in relation to the following draft Tararua District Council Bylaws:
- 2.2 The purpose of this Hearing is to enable those submitters who wish to be heard to present their views and verbally interact with the Council, as required by Section 83(1)(d) of the Local Government Act 2002.

3. Background

- 3.1 At its meeting held 13 February 2024, the Strategy, Growth and Planning Committee considered the draft Keeping of Animals Bylaw, Alcohol Bylaw, Cemeteries Bylaw and Public Places Bylaw.
- 3.2 The committee agreed that pursuant to s155(1) of the Local Government Act 2002, that a bylaw was the most appropriate way of addressing perceived

problems identified for the keeping of animals in Tararua district, alcohol compliance, issues in public places and in Tararua District Council cemeteries.

3.3 The committee subsequently approved the Statement of Proposal and the Tararua District Council's draft Keeping of Animals Bylaw 2024, draft Alcohol Bylaw 2024, draft Cemeteries Bylaw 2024 and draft Public Places Bylaw 2024, for public consultation in accordance with s83 and s86 of the Local Government Act 2002.

3.4 The bylaws were originally set down for consultation from 1 May to 3 June 2024, however due to the change in the Long Term Plan 2024-34 consultation timeline, the bylaws consultation was delayed until July 2024.

4. Discussion and consideration of options

4.1 The consultation on the draft bylaws was publicly notified through the Bush Telegraph on 24 June 2024 and 8 July 2024, and through Council's "Have Your Say" page on the Tararua District Council website. Regular social media articles on the Tararua District Facebook page promoted the consultation and sought engagement of the public. Information about the consultation was sent out as a media release to regional, local and national media outlets, as well as local radio stations.

4.2 The draft Bylaws largely continued the current Bylaws, with some amendments and improvements. The key changes are outlined below.

4.2.1 The key changes proposed to the Keeping of Animals Bylaw are:

- Additional terms are added into the interpretation section, noting that many of these terms currently sit in the Administrative Bylaw, which is likely to be repealed in the future.
- Adding a requirement (clause 5.2) that animals are confined within the boundaries of the property where they are usually kept (excluding cats and bees).
- Adding hive limits based on property area for urban areas and hive set-back and location requirements.
- Amending the current limit of 3 cats per household where an officer acting on a complaint believes the number of cats is offensive to a requirement that no more than 3 cats are kept on a premises (urban or rural) except with approval from Council (with exceptions for vets, charities such as the SPCA and catteries).
- Requiring every cat aged over 6 months to be microchipped and desexed.
- Simplifying the requirements for keeping pigs in an urban area (where approval from Council continues to be required).

- Regulating (prohibiting) the keeping, in an urban area, of roosters, ganders, peacocks, stallions, bulls, rams and un-neutered male goats.
- Requiring people to refrain from taking any action towards feral animals so as to cause them to be a nuisance; and requiring abatement from the nuisance caused by feral animals.
- Ensuring persons can apply for permits/approvals from Council to keep animals and providing a mechanism for such permits to be reviewed.

4.2.2 The key changes proposed to the Alcohol Bylaw are:

- Using the term 'alcohol' instead of liquor.
- Placing the exclusion (for unopened bottles or containers) into an explanatory note, as it is explicitly provided for in section 147 of the LGA.
- Using the term 'Alcohol Ban Area' instead of 'Designated Public Place', to make the meaning and purpose of such areas more easily understood.
- Creating the ability for persons to apply to Council for a consent for any activity that would otherwise be in breach of the bylaw; and the ability for Council to issue a consent with conditions for such activities.
- Simplifying the powers of arrest, search and seizure provisions in the bylaw by reference to the powers available to the Police under the LGA (and the requirements on the Police under the LGA when exercising such enforcement powers), noting that bylaw copies legislation provisions.

4.2.3 The key changes proposed to the Public Places Bylaw are:

- Additional terms are added into the interpretation section, noting that many of these terms currently sit in the Administrative Bylaw, which is likely to be repealed in the future.
- Adding the term 'micromobility device' to be a catch-all phrase for bicycles, skateboards, scooters and any other small, lightweight vehicles (and removing single definitions for bicycles and skateboards).
- Amalgamating all prohibited activities into one clause (clause 6) for ease of reference.
- Amalgamating all activities which require approval into one clause (clause 7) for ease of reference.
- Adding the following prohibitions in public places: (clause 6)
 - Do anything to cause or allow a nuisance to occur.

- Obstruct, disturb or interfere with any other person in their access, use or enjoyment of that public place.
- Litter or cause a nuisance by depositing leaflets, fliers, samples or other promotional material.
- Placing the restrictions on freedom camping and stock control into separate schedules (for the reasons outlined in the introduction section above).
- Changing the term 'exposing articles for sale' to 'retail display on footpaths' (clause 14) for clarity and ease of use.
- Adding a requirement for retail displays that the operator keeps the display clean and tidy at all times (clause 14.2(f)).
- Adding a requirement for awnings, blinds, umbrellas, sandwich boards and tables that they must be maintained to a good standard at all times (clause 15.1(g)).
- Adding requirements for alfresco dining on footpaths (clause 16).
- Simplifying the requirements on mobile traders and hawkers (currently in the Trading in Public Places Bylaw) into one clause which covers all selling and trading of goods and services in public places (clause 17).
- Adding a requirement that event organisers of events in public places should obtain permission (with exceptions for small scale events etc) (clause 20).
- Placing the process for obtaining approvals; reviews of approvals; what happens when there is non-compliance; and enforcement matters into the bylaw (most of which is currently found in the Administrative Bylaw).

4.2.4 The key changes proposed to the Cemeteries Bylaw are:

- Additional terms are added into the interpretation section, noting that these terms currently sit in the Administrative Bylaw, which is likely to be repealed in the future.
- Adding (at clause 5) the ability for Council to set aside specific areas within cemeteries for specific uses (including for example, services sections, lawn cemeteries etc).
- Adding (at clause 14) the ability to set aside areas within cemeteries for specific burial types, such as natural burials (noting that the response from consultation may determine if this provision is desired or warranted).
- Adding the ability for Council to set aside specific areas within cemeteries for Grave Decorations (clause 12), as is becoming more common in other parts of New Zealand.

- Using the terms “inter” or “interment” instead of “burial,” as “inter” is the more commonly used industry practice. For the purpose of the draft bylaw, a “burial” is a type of interment, so interment is a broader, more inclusive term.
- Further detail and explanation around the sale of plots.
- Further detail around the installation and maintenance of monuments and grave structures (including who is responsible for the ongoing maintenance of such structures and the costs of that).
- Further details around burial warrants, including when they must be applied for; that a request to fill in the grave by the family can be made; and that requests for a plot for two body interments can be made.
- Clarifying where (in cemeteries) scattering of ashes is permitted.
- Further detail on disinterment, including the requirement for a disinterment warrant.
- Adding exclusive rights of burial, which mirror the provisions of the Burial and Cremations Act 1964, with the aim being for burial regulations to be more easily accessible and understood.

4.3 A total of 239 submissions were received. Of these, 15 submitters have requested to speak at the Hearing. All submitters were advised of the Hearing date and invited to attend. The following is a breakdown on the number of submissions received on each draft Bylaw.

- 231 submissions on draft Keeping of Animals bylaw (with one submitter subsequently withdrawing their submission)
- 2 submissions on draft Alcohol Bylaw
- 1 submission on draft Cemeteries Bylaw
- 5 submissions on draft Public Places Bylaw

5. Conclusion

5.1 The purpose of the Hearing is to enable those submitters that wish to be heard, the opportunity to present their views and verbally interact with members of the Council, as set out in Section 83(1)(d) of the Local Government Act 2002.

5.2 Deliberations on the matters raised by submitters will be undertaken by the Council at its meeting on 28 August 2024. The final decision on the proposed bylaws will be made by the Council at its meeting on 25 September 2024.

Attachments

- 1 [↓](#). Hearing Schedule Draft Bylaws Submissions 2024 Consultation

Hearing Schedule

Draft Bylaws Consultation Submissions

7 August 2024

Sub #	Submitter Details	Bylaw	Time	Page # Attachments
001	Health New Zealand	Alcohol Bylaw	10:30am	11
003	Federated Farmers – Sally Dryland	Public Places	10:40am	22
123	Federated Farmers – Sally Dryland	Keeping of Animals	11:00am	184
113	Tararua College – Phil Marsh	Keeping of Animals	11:20am	168
027	Randall Gerrand	Keeping of Animals	11:30am	61
087	Annette Gerrand	Keeping of Animals	11:30am	131
178	SPCA - Dr Christine Sumner	Keeping of Animals	11:40am	259
	<i>Adjournment</i>		<i>12:00pm – 1:00pm</i>	
226	Forest and Bird – Amelia Geary	Keeping of Animals	1:00pm	369
231	Predator Free NZ – Jessi Morgan	Keeping of Animals	1:20pm	382
230	Leah Wilson	Keeping of Animals	1:30pm	380
100	Hennie Verwaayen	Keeping of Animals	1:40pm	145
227	Totally Vets – Robyn Howe	Keeping of Animals	1:50pm	373

Sub #	Submitter Details	Bylaw	Time	Page # Attachments
187	Dannevirke A&P - Kirstin Wahlberg	Keeping of Animals	2:00pm	303
229	Kirstin Wahlberg	Keeping of Animals		378
228	BS Ranch - Bec Smith	Keeping of Animals	2:10pm	375