



**Notice is given of a Planning and Regulations Committee Meeting to be held on:**

**Date: Tuesday, 22 November 2016**

**Time: Following the Strategy Committee meeting**

**Location: Council Chambers  
Fairlie**

# **AGENDA**

## **Planning and Regulations Committee Meeting**

**22 November 2016**

**Wayne Barnett  
Chief Executive Officer**

## **Planning and Regulations Committee Membership:**

\*\*\*\*\*

### **The purpose of local government:**

(1) The purpose of local government is—

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) 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.

(2) In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—

- (a) efficient; and
- (b) effective; and
- (c) appropriate to present and anticipated future circumstances.

(Local Government Act 2002)

**Order Of Business**

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**1 OPENING**

**2 APOLOGIES**

**3 DECLARATIONS OF INTEREST**

**4 CONFIRM MINUTES**

Ordinary Meeting - 19 July 2016

Special Meeting - 4 October 2016

**5 VISITORS**

## **6 REPORTS**

### **6.1 PLANNING AND REGULATION MEETING MINUTES 19 JULY 2016**

**File Reference:** N/A

**Authoriser:** Wayne Barnett, Chief Executive Officer

**Attachments:** 1. Minutes 19 July 2016

#### **PURPOSE OF REPORT**

That the minutes of the Planning and Regulation Committee held on 19 July 2016 be confirmed as a true and accurate record of the meeting.

#### **STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the minutes of the Planning and Regulation Committee held on 19 July 2016 be confirmed as a true and accurate record of the meeting.

WAYNE BARNETT

**CHIEF EXECUTIVE OFFICER**



# **MINUTES**

## **Planning and Regulations Committee Meeting**

**19 July 2016**

**MACKENZIE DISTRICT COUNCIL**  
**MINUTES OF A MEETING OF THE PLANNING AND REGULATION COMMITTEE HELD**  
**IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 19 JULY 2016, AT 2:37 PM**

**PRESENT:**

Cr Murray Cox (Chair)  
Mayor Claire Barlow  
Cr Graham Smith  
Cr James Leslie  
Cr Russell Armstrong  
Cr Noel Jackson

**IN ATTENDANCE:**

Wayne Barnett, Chief Executive Officer  
Nathan Hole, Planning and Regulation Manager  
Keri-Ann Little, Committee Clerk

**APOLOGIES:**

There were no apologies.

**DECLARATIONS OF INTEREST:**

There were no declarations of interest.

**CONFIRM MINUTES:**

Resolved that the minutes of the Planning and Regulation Committee meeting held on 7 June 2016, including those parts taken in public excluded, be confirmed and adopted as a correct record of the meeting.

**Cr Armstrong/ Cr Jackson**

**REPORTS:**

**MID SOUTH CANTERBURY RURAL FIRE COMMITTEE STATEMENT OF INTENT AND BUSINESS PLAN:**

This report from Mr Hole was for Committee to support the adoption of the Mid-South Canterbury Rural Fire Committee (MSCRFC) draft statement of intent for 2016/17.

Mr Hole said funding was supplied from the Regulatory budget within Rural Fire and is funded by the Rural Works and Services Rate.

Cr Smith asked if this rate will increase and if so what will rural people be required to pay. Mr Hole reported that the Twizel Tanker is scheduled for replacement and will be discussed at a later meeting, he noted that Mr Hands administration support is paid by all members including the Department of Conservation.

The Chief Executive Officer said the 2016 budget is only April to June and this is why 2017 appears high.



Mr Hole said the amount Council had been invoiced for South Canterbury Rural Fire was \$115,000 in total, the approved budget is \$123,000.00 resulting in what Council had been invoiced for is less than budget.

Resolved:

1. That the report be received.

**Cr Leslie/ Cr Armstrong**

2. That the Committee agrees to adopt the MSCRFC's 2016/17 draft statement of intent and business plan.

**Cr Smith/ Cr Williams**

**DISTRICT LICENCING COMMITTEE CHANGE OF COMMISSIONER:**

The purpose of this report from Mr Hole was for the Committee to confirm the resignation of Pat Mulvey as District Licencing Committee (DLC) Commissioner and to confirm the appointment of Sharyn Cain the new DLC Commissioner.

Mr Hole spoke to the report.

Resolved:

1. That the report be received.

**Cr Armstrong/ Cr Jackson**

2. That the Committee recommends to the Chief Executive Officer that the resignation of Pat Mulvey from the role of Commissioner of the Mackenzie District Licencing Committee is accepted and that it is effective from the appointment of a new Commissioner of the Mackenzie District Licencing Committee; and
3. That the Committee recommends to the Chief Executive Officer that Sharyn Cain is appointed Commissioner of the Mackenzie District Licencing Committee effective immediately.

**Cr Williams/ Cr Smith**

**BUILDING ACCREDIATION ASSESSMENT REPORT:**

The purpose of this report from Mr Hole was to table International Accreditation NZ's (IANZ) assessment report of Mackenzie District Council's Building Consent Authority (BCA) for the Council's information. He said the report provides Council with an understanding of the accreditation process.

The Chair noted the good news and highlighted a few corrections needed and reporting back to the authority with these corrected before September was required.

The CEO acknowledged Mr Hole and the work he had carried out to steer the Council through the accreditation.

Mr Hole said the accreditation was a team effort from the Building department to prepare Council for the audit. He said he will update the Committee at the next Committee meeting

on the process of the corrective actions and strong recommendations Council are required to implement, these will have to be in place for the next audit.

Resolved: that the report be received

**Cr Armstrong/ Cr Leslie**

**PLAN CHANGE 13 TIMEFRAME:**

Mr Hole spoke to his report updating the Committee on Plan Change 13 timeframes. He said the Environment Court issued a minute of 17 May 2016 setting out the timeframes for the various parts of the process indicating a hearing on Plan Change 13 would be held in the week of 7 November 2016.

Resolved: that the report be received.

**Cr Williams/ Mayor**

**The Meeting closed at 3:16pm**

**The minutes of this meeting were confirmed at the Planning and Regulations Committee Meeting held on 22 November 2016.**

.....  
**CHAIRPERSON**

**6.2 PLANNING AND REGULATIONS MANAGER REPORT****File Reference:** PAD 4/1**Authoriser:** Nathan Hole, Planning & Regulations Manager**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

The purpose of this report is to provide an update to the Committee on areas of recent activity in the Planning and Regulations area.

<b>Building Consents</b>	<b>2016 (YTD)</b>	<b>2015 (YTD)</b>
Granted building consents for the year to date	296	272
compliance with statutory timeframes	86%	89%
Value of building work	\$49.70m	\$30.91m

<b>Land Information Memoranda (LIMs)</b>	<b>2016 (YTD)</b>	<b>2015 (YTD)</b>
LIMs issued	280	187
compliance with statutory timeframes	98%	98%

<b>Resource consents</b>	<b>2016 (YTD)</b>	<b>2015 (YTD)</b>
Received resource consents for the year to date	181	85
compliance with statutory timeframes	82%	89%

**District Plan Review**

District Plan Review has been progressing throughout 2016 with six workshops held to discuss and review issues and options papers accompanied by revised text for each section contained within the District Plan. The next workshop has been scheduled for 15 December 2016, and will cover the sections that have been previously been workshopped. A further workshop will then be held in January 2017 to address the sections that have not previously been workshopped.

Consultation has also been on-going throughout the year. Council staff and Council's consultant, Craig Welsh, have met with numerous landowners and groups throughout this process. Iwi consultation is to commence on 16 December 2016. Iwi consultation represents an important aspect of District Plan Review process. The initial consultation will enable staff to form a work programme that meets the needs of iwi.

Following the workshop in January and the completion of iwi consultation a legal review of the draft of the Revised District Plan will be completed. Following the completion of the legal review a Proposed District Plan will be adopted by Council for notification. At this stage it is anticipated that this will occur in the first half of 2017.

**Plan Change 16**

Private Plan Change 16 which rezones the Tekapo campground land was heard on 31 August 2016 by an independent commissioner. Eleven submissions were made with one submitter electing to be heard at the hearing. The decision on Private Plan Change 16 was released by the commissioner and then circulated to submitters on 3 November 2016. The submitters have 30 working days from the date of the decision being released to lodge an appeal.

**CONCLUSION**

The Committee is asked to note the report of the Planning and Regulations Manager on recent activity.

WAYNE BARNETT

**CHIEF EXECUTIVE OFFICER**

**6.3 HERITAGE PROTECTION FUND APPLICATION - MABEL BINNEY COTTAGE****File Reference: 2531010800****Authoriser: Nathan Hole, Planning & Regulations Manager****Attachments: 1. Application including quote for the proposed treatment****PURPOSE OF REPORT**

For the Committee to consider a Heritage Protection Fund application from the Fairlie Mackenzie Heritage Society Incorporated for funding to treat a wood borer infestation of Mabel Binney Cottage.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the Committee approves a grant of \$620.00 from Council's Heritage Protection Fund to the Fairlie Mackenzie Heritage Society Incorporated for the treatment of a wood borer infestation of the Mabel Binney Cottage.

**BACKGROUND**

The Fairlie Mackenzie Heritage Society Incorporated has applied for financial assistance through the Heritage Protection Fund for the treatment of Mabel Binney Cottage for a wood borer infestation. Active borer has been identified on the internal floors and walls in addition to a number of furniture items within the cottage, with treatment of the subfloor timber, internal areas, ceiling cavity and external wall cavity being required. Left untreated, replacement works will be required.

The cottage, constructed by local blacksmith Joseph Binney between 1878 and 1882, was bequeathed to Mackenzie Historic Society, along with the neighbouring blacksmiths and all contents, in 1972. The Historic Society turned the cottage into a museum and has formed part of the Fairlie Museum complex since 1988. The cottage is considered to have significance as one of Fairlie's first pioneer cottages and the group value with the adjoining blacksmiths.

The cottage remains intact with many Binney family possessions remaining within the cottage. With the exemption of the borer infestation, the cottage remains in an excellent condition and is well maintained.

The site is classified by the District Plan as a Category Z heritage item. This classification is not expected to be altered by the District Plan Review.

**POLICY STATUS**

Mackenzie District Council invites applications for financial assistance through the Heritage Protection Fund to assist and actively encourage property owners and members of the community to manage, maintain, preserve and enhance the heritage values of items or areas within the District. The Heritage Protection Fund aims to provide a partial contribution towards the cost of a specific project related to a building, item or place.

The Mabel Binney Cottage qualifies for a Heritage Protection Fund application due to its listing in the Heritage Items Schedule as a Category Z heritage item. The site does not contain any trees

which are listed in the Protected Trees Schedule nor is the site a known archaeological or Waahi Tapu site as identified by Heritage New Zealand.

The proposed work is considered to be a Preservation / Conservation Project in accordance with the Heritage Protection Fund Policy as the treatment of wood borer will protect the historic cottage from damage.

### **SIGNIFICANCE OF DECISION**

This does not trigger Council's Significance and Engagement Policy.

### **OPTIONS**

The Heritage Protection Fund identifies that application are eligible for a maximum grant of \$2,500 or a specified percentage of the sum required, based upon the classification of the heritage item. Category Z historic items qualify for 45% of the sum required, whichever is the lesser amount.

The quoted wood borer treatment of the cottage total \$1,375.40, GST inclusive. The Fairlie Mackenzie Heritage Society Incorporated qualify for \$618.93 towards the wood borer treatment of Mabel Binney Cottage.

### **CONSIDERATIONS**

#### **Legal**

There are no legal considerations pertaining to this application.

#### **Financial**

Council allocates \$5,000 to the Heritage Protection Fund at the beginning of each financial year, with applications being sought in two rounds during October and May. No other applications have been made to the October funding round, with \$5,000 available in the fund at the time of this application being made.

#### **Other**

No other matters warrant consideration.

### **CONCLUSION**

It is recommended that Council consider approving funding to the total of \$620.00 towards the cost of wood borer treatment of Mabel Binney Cottage to protect the historic building from damage.

WAYNE BARNETT

**CHIEF EXECUTIVE OFFICER**



## MACKENZIE DISTRICT COUNCIL

### APPLICATION FOR FUNDING FROM THE HERITAGE PROTECTION FUND

To: Mackenzie District Council  
PO Box 52  
FAIRLIE

Phone: (03) 685-9010  
Fax: (03) 685-8533

#### DETAILS OF APPLICANT

Full Name ..... Fairlie Mackenzie Heritage Society Incorporated  
Postal Address ..... 49 Mount Cook Road, Fairlie, 7925  
Daytime Contact Person ..... Richard T Huntington  
Telephone ..... 685 6065 Fax ..... Email: dick.huntington@paradise.net.nz

#### DETAILS OF HERITAGE ITEM

Name of Item ..... Mabel Binney Cottage  
Address/Location ..... 49 Mount Cook Road, Fairlie, 7925  
Legal Description ..... Lot 16, 17, 20, 21  
Current Use ..... Museum exhibit depicting the home environment of the Binney Family  
and other memorabilia of early life in Fairlie.

#### SIGNIFICANCE OF ITEM (attached further pages if necessary)

The cottage is of physical and historic significance. It was the home of Joseph Binney, blacksmith and member of the Fairlie School, Cemetery, and Domain boards, and the Anglican Church with his wife Mary and family from about 1878. Upon the passing of her parents Mabel held the cottage until 1972 when she bequeathed it to the Heritage Society. The building is now classed as a category Z historic building.

#### PROPOSED WORK FOR WHICH FUNDING IS SOUGHT

The cottage is seriously infested with wood borer. It is proposed to hire a professional borer treatment specialist to control the infestation.

**WHY THE PROPOSED WORK IS NECESSARY**

If the borer beetle is not controlled the building structure will become progressively weaker. Floorboards, joists and other structural timbers will eventually require replacement.

**WHY FUNDING IS REQUESTED AND WHETHER OTHER FUNDING APPLICATIONS HAVE BEEN MADE OR CONSIDERED**

The Fairlie Mackenzie Heritage Society is a fully independent non-profit organization with very few sources of income and is dedicated to the preservation and exhibition of the social history of Fairlie and the Mackenzie District.

No other funding applications have been made for this project.

**QUOTES**

I have enclosed a minimum of two quotes providing a breakdown of labour and material costs for the work the funding would apply to. ☐

One quote is provided as other specialists seem reluctant to use their products in heritage buildings for fear of damaging the wall coverings and lack of effectiveness on sealed wood.

**AMOUNT REQUESTED FROM FUND**

I request the following amount from the fund \$.618.00

ULV misting Sub-floor	\$189		1196.00
ULV misting Internal	149	gst =	179.40
ULV misting Ceiling	129		1375.40
External Walls Cavities	729	x45% =	618.93
	1196 + gst		

Signature of Applicant   
Chairman: Fairlie Mackenzie Heritage Society Inc.

Date 18 August 2016

Note: The Council will notify the applicant of its decision in writing following consideration of the application. Approved funding is paid as a reimbursement, once the work has been inspected and confirmed to be of a professional standard by a suitably qualified person.

For all enquiries please contact the Mackenzie District Council, PO Box 52, Fairlie.  
Phone: (03) 685 9010  
Fax: (03) 685 8533  
Email: [info@mackenzie.govt.nz](mailto:info@mackenzie.govt.nz)



**Dick Huntington**

**From:** "Jim Stewart" <inchgowan@xnet.co.nz>  
**To:** <dick.huntington@paradise.net.nz>  
**Sent:** Wednesday, 4 May 2016 9:28 a.m.  
**Subject:** Fw: RE : Borer Control

**From:** [Jon](#)  
**Sent:** Tuesday, May 3, 2016 11:14 AM  
**To:** [inchgowan@xnet.co.nz](mailto:inchgowan@xnet.co.nz)  
**Subject:** RE : Borer Control

Hi Jim

I hope the week has gone well for you.

Ben called in and had a look at the Fairlie Museum Site [Maybelle Benny] and he has supplied me with some details

To formulate a Plan for the Borer control at the Site.

Here is a suggestion of the recommended Treatment Schedule to follow.

[SUBFLOOR TIMBER]

ULV Misting Treatment of the Subfloor Timbers at Site for the Control of Borer on the Wing

□□□□□□□□□□□□□□. \$189+GST

[We would normally recommend a Sodium Borate Treatment, however access is limited to the Subfloor]

[INTERNAL AREAS OF SITE]

ULV Misting Treatment of all Internal areas @ Site for the Control of Borer on the Wing

□□□□□□□□□□□□□□ \$149+GST

[CEILING CAVITY]

ULV Misting Treatment of the Ceiling Cavity areas at Site for the Control of Borer on the Wing

□□□□□□□□□□□□. \$129+GST

[EXTERNAL WALL CAVITY AREAS]

Dusting of all the External Wall Voids @ Site for the Long Term Control of Borer □□□□□□□□□□□□. \$729+GST

[Our Technician noted that there would appear to be a lot of Borer Activity in the walls at Site which is showing through the wallpaper]

Travel Charges will apply to any work carried out at the Site.

The above Process of Treatment involves drilling small 5-10mm holes into the outside cladding between the studs and then injecting a product into

The wall voids that will assist in the Control of the Borer infestation.

Our Technician then plugs the holes with a wooden dowel and you would need to call a Painting Contractor to touch up the affected areas.

Please feel free to call me on 0272408131 or email me at this address if you would like us to make a booking for this to be carried out.

Kind Regards

*John Stonier*

Manager  
Service with a Smile Ltd



Jae Services Timaru  
34 Bank Street  
P O Box 1022  
Timaru 7940

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9/08/2016



## Craig's Pest Solutions Ltd

Phone: 0508 427244  
 Mobile: 021 713407  
 e-mail: [craig.robbyn@clear.net.nz](mailto:craig.robbyn@clear.net.nz)  
[www.craig4pests.co.nz](http://www.craig4pests.co.nz)

### PEST REPORT

Report No. 1	Date: 12/07/2016
Service type: Inspection	Name: Mable Binney Cottage

#### PESTS TREATED


Rats ( )	Silverfish/Carpet Beetle ( )	Fly Control Unit ( )
Mice ( )	Birds ( )	Flies ( )
Ants ( )	Fleas ( )	Bees/Wasps ( )
Cockroaches ( )	Stored Product Insects ( )	Other: <u>Borer</u>

Infestation levels ( ) L = Low, M = Medium, H = High

#### PREPARATIONS USED

Pesticide/Batch no.	Dosage Rate	Category

**Treatment Details:** Borer inspection carried out to assess the level of infestation and access to the infested areas. Active borer noted on all internal floors and walls and also in some of the furniture. As there is no actual access to the timber areas to be treated the normal flood spray treatment is not able to be carried out. As discussed at the time of inspection we are very limited on options to treat this cottage. I am currently looking into the option of covering the cottage and heat treating the entire building.

Clients Name		Tech's Name	Craig Arras
Clients Signature		Tech's Signature	





## **7      ADJOURNMENTS**