



**TO THE MAYOR AND COUNCILLORS OF THE  
MACKENZIE DISTRICT COUNCIL**

**MEMBERSHIP OF THE PLANNING COMMITTEE**

John Bishop (Chairman)  
Claire Barlow (Mayor)                      Peter Maxwell  
Annette Money                                Graeme Page  
Graham Smith                                 Evan Williams

*Notice is given of a meeting of the Planning Committee  
to be held on Tuesday 1 March 2011  
at 9.30 am.*

**VENUE:**                      Council Chambers, Fairlie

**BUSINESS:**                      As per Agenda attached

**GLEN INNES  
CHIEF EXECUTIVE OFFICER**

24 February 2011



## PLANNING COMMITTEE

Agenda for Tuesday 1 March 2011

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### I APOLOGIES

### II DECLARATIONS OF INTEREST

### III MINUTES

Confirm and adopt as the correct record the Minutes of the meeting of the Planning Committee held on 1 February 2010.

#### ACTION POINTS

### IV REPORTS:

1. Plan Change 15 and Variation 1 to Plan Change 13, Twizel
2. Civil Defence Update

### V PUBLIC EXCLUDED

That the public, be excluded from the following part of the proceedings of this meeting namely:

- 1 Plan Change 15 & Variation 1 to Plan Change 13 Twizel - Commissioners

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
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Plan Change 15 & Variation 1 to Plan Change 13 Twizel - Commissioners	To Protect the Privacy of Persons	48(1)(a)(i)
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This resolution is made in reliance on Section 48(1)(a)(i) 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 the relevant part of the proceedings of the meeting in public are as follows: *Plan Change 15 and Variation 1 to Plan Change 13, Twizel - Commissioners* section 7(2)(a)

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 1 FEBRUARY 2011 AT 2.45 PM

### **PRESENT:**

John Bishop (Chairman)  
Claire Barlow (Mayor)  
Annette Money  
Peter Maxwell  
Graeme Page  
Evan Williams  
Graham Smith

### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Nathan Hole (Manager – Planning and Regulations)  
Dick Marryat (Building Inspector)  
Rosemary Moran (Committee Clerk)

### **I APOLOGIES:**

There were no apologies,

### **II DECLARATIONS OF INTEREST:**

There were no declarations of interest.

### **III MINUTES:**

The Minutes of the meeting of the Planning Committee held on 25 November 2010 were confirmed as the correct record of the meeting.

**Annette Money/Evan Williams**

#### **Real Estate**

Resolved that the Manager – Planning and Regulations be involved in the development of sale and purchase agreements for Council property.

**Graeme Page/Evan Williams**

### **MATTERS UNDER ACTION:**

#### **Mackenzie Properties Ltd – Right of Way Request:**

Resolved that the lease agreement between the Council and Mackenzie Properties Ltd be submitted for approval at the Council meeting on 8 March 2011.

**Annette Money/Claire Barlow**

**IV REPORTS:**1. REQUEST FOR SPECIAL EXEMPTION FOR FENCING A SPA POOL IN TWIZEL:

This report from the Building Manager was accompanied by a letter from Kylie Wakelin requesting a special exemption from the requirement to erect a barrier for a spa pool at 234 Glen Lyon Road, Twizel.

Resolved:

1. That the report be received.
2. That the request from Kylie Wakelin for a special exemption from the requirement to erect a barrier for a spa pool at 234 Glen Lyon Road, Twizel be declined.

**Annette Money/Graham Smith**

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2.59 PM**

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**CHAIRMAN**

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**DATE**

## MATTERS UNDER ACTION PLANNING COMMITTEE

### **Twizel Dog Pound Site:**

Relocate Twizel dog pound to a new site at the eastern end of the Twizel Resource Recovery Park.

*Underway*

### **Eversley Reserve Sewer Connection Charge:**

Charge a fixed building consent fee of \$150.00 be charged for the building consent required for individual properties to connect to the Eversley Reserve reticulated sewer. *Completed*

**1 February 2011**

### **Real Estate**

Involve Manager – Planning and Regulations in the development of sale and purchase agreements for Council property. *Noted*

### **Mackenzie Properties Ltd – Right of Way Request:**

Submit lease agreement between the Council and Mackenzie Properties Ltd be approval at the Council meeting on 8 March 2011. *Draft Agreement provided to Mackenzie Properties Ltd*

### **Request for Special Exemption for Fencing a Spa Pool in Twizel:**

Decline the request from Kylie Wakelin for a special exemption from the requirement to erect a barrier for a spa pool at 234 Glen Lyon Road, Twizel *Tasked to Building Manager*

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** PLANNING COMMITTEE

**SUBJECT:** PLAN CHANGE 15 & VARIATION 1 TO PLAN CHANGE 13  
TWIZEL

**MEETING DATE:** 1 MARCH 2011

**REF:** REG 6/6/5

**FROM:** TONI MORRISON, SENIOR PLANNER

**ENDORSED BY:** MANAGER – PLANNING AND REGULATIONS

### **PURPOSE OF REPORT:**

To present a report to the Committee on the progress of the Twizel plan change, and next steps in the process.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

**TONI MORRISON**  
**SENIOR PLANNER**

**NATHAN HOLE**  
**MANAGER – PLANNING &**  
**REGULATIONS**

**ATTACHMENTS:**

- List of submitters and further submitters.

**BACKGROUND:**

During 2010 the Council consulted on proposals for a Plan Change to the District Plan in respect of Twizel and its surrounding area. The purpose of the Plan Change is to appropriately recognise and manage the growth of Twizel, in the District Plan. The proposals also involved minor changes to Plan Change 13, to alter the boundary of the Mackenzie Basin Subzone and include provisions relating to the Ostler Fault.

In September 2010 the proposed changes were publicly notified for submissions, and by the close of submissions in mid-November, 29 submissions had been received. Further submissions were then called for, and 4 further submissions were received. A list of those parties who submitted is attached.

**POLICY STATUS:**

There is no relevant policy.

**SIGNIFICANCE OF DECISION REQUESTED:**

No decision required.

**ISSUES AND OPTIONS:**

Council staff are now in the process of collating the submissions and preparing a staff report on those submissions.

Once completed, the draft staff report will be circulated to those submitters who indicated they wished to be heard at a hearing. Each submitter will then be invited to attend a pre-hearing meeting with staff, to discuss the report and their submission.

It is not compulsory for submitters to attend a pre-hearing meeting, but they are a good opportunity for further consultation, prior to finalising the staff report. Following those meetings, the staff report will be finalised and circulated to all submitters who wished to be heard. At this stage it is intended that the draft staff report will be circulated in March/April, with pre-hearing meetings likely to be held during April.

If the Council agrees (refer additional meeting paper), a Hearing Panel will be appointed to hold a hearing and make recommendations on the Plan Change and Variation. At this stage it is estimated the hearing could be held in May/June.

The Council would then consider the recommending report of the Commissioners, and make a final decision on provisions and matters raised in submissions. All submitters will be served a copy of the Council's decision on the Plan Change & Variation, and will have a right of appeal to the Environment Court.

**CONSIDERATIONS:**

No considerations required.

**CONCLUSION:**

That the Committee note the progress and proposed process for the Twizel Plan Change.



## LIST OF SUBMITTERS

Submitter Number	Name/Organisation	Wish to be heard
1	S Drummond	No
2	K A Fagan	No
3	R B Fagan	No
4	A F Brensell	Yes
5	D R Sanderson	No
6	B & R Prince	Yes
7	T & A Cockburn	No
8	S L Boereboom	No
9	K Curin	No
10	C G Johnson	Yes
11	H D TeKoeti	Yes
12	G & H Gillespie	No
13	Firth Industries	Yes
14	Alpine Energy Limited	No
15	Mountain Power Limited	Yes
16	Environment Canterbury	Yes
17	Community & Public Health	Yes
18	A M Shearer	Yes
19	Mackenzie Properties Limited	Yes
20	S B Davies	No
21	D Falconer	No
22	D Crow	Yes
23	U & N Paul	No
24	Grants Motels Limited	Yes
25	F Hocken	Yes
26	W Feasey	No
27	T R Delaney	Yes
28	W M Van der Berg	Yes
29	Meridian Energy Limited	Yes

## LIST OF FURTHER SUBMITTERS

13	Firth Industries	Yes
19	Mackenzie Properties Limited	Yes
25	F Hocken	Yes
29	Meridian Energy Limited	Yes

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** PLANNING COMMITTEE  
**SUBJECT:** CIVIL DEFENCE  
**MEETING DATE:** 1 MARCH 2011  
**REF:** CIV 1/1  
**FROM:** MANAGER – PLANNING AND REGULATIONS  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To advise the Committee of the Council's civil defence obligations and to provide and update on the Emergency Management Officer position that was advertised prior to Christmas.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

**NATHAN HOLE**  
**MANAGER – PLANNING & REGULATIONS**

**GLEN INNES**  
**CHIEF EXECUTIVE**  
**OFFICER**

## **BACKGROUND:**

The Council has been without a civil defence (emergency management) officer since the passing of Leo Crampton.

Section 3 (the purpose) of the Civil Defence Emergency Management Act 2002 describes the purpose of the Act and outlines what is required of local authorities.

In particular section 3(d) states “*require local authorities to co-ordinate, through regional groups, planning, programmes, and activities related to civil defence emergency management across the areas of reduction, readiness, response, and recovery, and encourage co-operation and joint action within those regional groups;...*” Essentially it is this part of the Act is that the civil defence officer is trying to achieve in his or her position. The position does all the planning, maintains networks and equipment, contacts and community volunteer groups, and ensures that staff are adequately trained. Essentially that person ensures everything is place so that when an emergency does occur the controller can act without having to worry about day to day organisational issues, they can focus purely on the task at hand.

Among other things, if we are not able to meet the four Rs of section 3(d) then the Council is not achieving the purpose of the Act.

## **ATTACHMENTS:**

No attachments.

## **POLICY STATUS:**

I am not aware of a policy on this matter.

## **SIGNIFICANCE OF DECISION REQUESTED:**

No decision required.

## **DISCUSSION**

It is important that the Council achieves the purpose of the Act. The starting point for this is having a dedicated civil defence employee, albeit a part-time position.

At the time the position was advertised a note was circulated to all staff seeking expressions of interest from any employee who was interested and thought that they might have capacity in their existing role. No expressions were received.

Through discussion with the CEO the position was reviewed to remove the non-civil defence aspects of the role. That is, health and safety and rapid numbering. Health and safety has not yet been addressed, but will be reallocated within existing staff. Rapid numbering has been

picked up by the roading unit. These changes have resulted in the position being reduced from two and a half days per week to two.

The management team has discussed this position and we are of the view that the role needs to be locally based by a local person to take advantage of the community networks and knowledge they will hold.

Currently we have short listed four local applicants for interviews and are aiming to fill the position as soon as possible.