



**PUBLIC EXCLUDED**  
**District Plan Committee meeting**  
**Held on Wednesday 26 August 2020 at 10.05am**  
**at Selwyn District Council,**  
**Rolleston**

**Present:** Mayor S Broughton, Councillors M Alexander, M Lemon, D Hasson, N Reid, B Mugford, G Miller, M Lyall, J Bland, J Gallagher, S Epiha, S McInnes, Mr C Pauling (Environment Canterbury), Mr H Matunga (Te Taumutu Rūnanga).

**In attendance:** Mr T Harris (Group Manager Environmental and Regulatory Services), S Hill (Business Relationship Manager), B Rhodes (Planning Manager), N Cookeson (Information Services Manager), J Ashley (Project Lead), R Love (Strategy & Policy Team Leader), B Baird (Strategy and Policy Planner), A Mactier (Strategy and Policy Planner), J Lewes (Strategy and Policy Planner), J Tuilaepa (Senior Strategy and Policy Planner), R Carruthers (Strategy and Policy Planner), V Barker (Consultant Planner), K Johnston (Communications Consultant), S Leonard (Senior Planner, Environment Canterbury) and T Van der Velde (District Plan Administrator).

**Standing Items:**

**1. Apologies as per public District Plan Committee minutes 26 August 2020**

Ms T Wati (Te Ngāi Tūāhuriri Rūnanga) for absence.

**Moved** – Councillor Alexander / **Seconded** – Councillor Hasson

*‘That the apology from Ms T Wati for absence be received for information.’*

**CARRIED**

## **Specific Reports:**

### **7. Chair introduction – oral presentation (Mayor Sam Broughton)**

Mayor Broughton welcomed the Committee to the last District Plan Committee (DPC) meeting. Mayor Broughton noted DPC will be asked to endorse the Proposed District Plan for notification at today's meeting, which will end a significant period of reviewing and renewing the Selwyn District Plan. The District Plan is a very important plan for the District, setting boundaries and rules. He noted a number of people involved in the process and at the end of meeting, DPC will recap over the people involved to thank them.

## **Public Excluded Reasoning:**

### *Section 7(2)(f)*

*Maintain the effective conduct of public affairs through:*

- (i) the free and frank expression of opinions by or between or to members or offices or employees of any local authority, or any persons to whom section (5) applies, in the course of their duty;*
- (ii) The protection of such members, officers, employees and persons from improper pressure or harassment.*

*And*

### *Section 7(2)(j)*

*Prevent the disclosure or use of official information for improper gain or improper advantage.*

### **8. Recap of District Plan Review process – oral presentation (Tim Harris, Group Manager Environmental and Regulatory Services)**

Mr Harris provided a recap of the development of the Proposed District Plan (PDP) to this point. In June 2015 Council started the process by establishing a governance structure and a Project Team. A procurement process was set up for establishing the District Plan Review Supplier Panel, Council began the first round of consultation and preparation of a number of baseline assessments and preparing guidelines for plan drafting as well as section 32 reporting, which took the project out to June 2017.

2017 to 2019 involved preparing preferred option reports, a large consultation phase including adoption and implementation of communication and engagement framework and public consultation. The Project Team then moved on to drafting of the PDP and section 32 evaluations. Towards the end of June 2019 the draft PDP was brought to DPC. In 2020 the Project Team aimed to get the Proposed PDP to DPC earlier for notification, however Council paused for a number of months due to COVID19, but this also allowed the District Plan Review Project Team to polish and refine some provisions. Council are now at the point for DPC to endorse the Proposed Plan for Council in September, a huge project milestone. The PDP is in an ePlan format and a new approach plan in terms of direction from Central Government.

Mr Harris gave thanks to staff involvement over the years and the involvement and engagement of DPC.



Councillor Hasson congratulated the team and acknowledged the work involved. Councillor Hasson questioned whether Council have worked through enough examples of the District Plan in regards to meeting compliance issues.

Mr Harris responded that there has been practical testing done which involved Resource Consent Planners working through the PDP testing provisions on previous and current applications. There will also be opportunity through the submission process and hearing process to address anything that may have been missed.

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- (iv) The protection of such members, officers, employees and persons from improper pressure or harassment.*

*And*

#### *Section 7(2)(j)*

*Prevent the disclosure or use of official information for improper gain or improper advantage.*

## **9. Public consultation campaign snapshot**

Ms Johnston provided an overview of engagement to date, and touched on the consultation's three-year journey so far. The initial consultation leads on to the formal public consultation in 2020 to 2021.

Ms Johnston provided an outline plan of the upcoming consultation campaign for the public notification of the Proposed District Plan (PDP). Ms Johnston noted the objectives for formal public consultation:

- Meet RMA's Schedule 1 requirements specific to formal public consultation.
- Raise awareness amongst Council stakeholders and ratepayers.
- Know where to find further information & how to make a submission.
- Council would like to hear from a broad cross-section of the Selwyn District community.

Ms Johnston noted that considering the changing environment with COVID-19, the Council needs to be flexible regarding face-to-face options during the consultation period. Consultation period is to start on Monday 5 October and will run at least eight weeks. Ms Johnston outlined the rollout plan:

- Public notice in The Press (3 October) and Selwyn Times (7 October)
- Send letters/emails to all landowners (~24,000)
- Hold media briefing/issue media release
- Publish all web content on relevant Council websites
- Marketing campaign starts (print, online)
- Hold face-to-face and Zoom meetings ('Talk to a planner')
- Go to community events

The public consultation campaign theme is 'Because it matters,' making it relevant to public with the key question being 'why should I care?' Campaign will provide practical examples of why the public should care using personas.

Ms Johnston touched on changes to the DPR logo and imaging with better recognition of the Tangata Whenua in the district with local marae added and better recognition of biodiversity with the addition of an eel and crested grebe.

Ms Johnston provided examples of the key consultation material. A summary consultation document is being drafted with the themes: 'My property matters' and 'My district matters.'

Document groups key proposed changes with language that is easy to understand. Other key pieces of consultation material will be a guide on how to navigate the ePlan and a guide on how to make a submission.

Face-to-face engagement will involve meetings, including with local community committees, an industry night, public drop-in sessions, and attending community events. Next steps after submissions close:

- A summary of submissions will be prepared
- Further submissions period will open at least 10 working days
- Hearings
- Following the hearings, Council will give notice of decisions on submissions on the Proposed District Plan
- Every submitter then has the right to appeal the decision to the Environment Court.



Ms Johnston noted DPC and Councillors can help by:

- Promoting the consultation within their communities (e.g. community Facebook pages, local events, your newsletter) and let people know why they should care;
- Be an Ambassador for the PDP; and
- Attend drop-in sessions.

Councillor Reid, asked about direct mail out being addressed to landowners and not occupiers. Ms Johnston advised Council have looked at the options of sending a letter to landowners and occupiers but there are challenges with reaching occupiers. A direct letter addressed to those that are on our rates database is the best approach to reach as many people as possible.

Discussion was held around COVID-19 Alert Levels 3 & 4 and how Council will reach those that may have difficulty accessing information online. Ms Johnston commented that Council will reassess at each level noting the public will always have methods of reaching Council. Information can be sent via post at all levels. Service Centres will have guidance to assist those who require assistance.

Discussion was held around the length of the consultation and submissions period, with Councillor Alexander advocating for at least 10 weeks to take into consideration school holidays, the election, labour weekend and show weekend. Councillor Alexander added that the longer timeframe will also allow more time for submissions and time for those whom may require assistance. Councillor Alexander added that notifying can be difficult and some may not get the message in time and for these reasons would encourage a longer period of consultation.

Mayor Broughton advised that the timeframe is flexible and can be left open especially with the changing COVID-19 environment and noted the timeframe can be extended if required rather than making a decision at DPC.

It was noted the Selwyn Fireworks could be a potential opportunity for the Council to attend and promote the consultation.

Mr Matunga asked if there has been any preliminary discussion with the respective Rūnanga about how to engage during the tight timeframe.

Ms Ashley advised that the Project Team has been in touch with Mahaanui Kurataiao and they are aware of the process and timeframes.

Mr Matunga suggested contacting local Rūnanga as well as these are the ones Council engage with.

Mayor Broughton noted extending public sessions to Te Ngāi Tūāhuriri and Te Taumutu as two separate presentations.

Councillor Miller requested Council make it clear to users that the ePlan is not supported by Internet Explorer browser. He also suggested the use of the Edge Connector to engage with the public.

Councillor Alexander asked the table if there was support for a longer consultation period of 10 weeks.

There was discussion around the table with support of the consultation plan and the majority at the table happy with the eight weeks, noting the period is flexible and open to extending out if and when required.

Mr Matunga discussed challenges with engaging with Rūnanga, with drop-in sessions being less structured.

Mayor Broughton advised there are different ways to connect with communities and Council can do this via Zoom, can set a date and Rūnanga can engage with their parties for notification.

Councillor Epiha commented that he wants to understand how Council are engaging with Tangata Whenua.

Ms Johnston advised about the Māori component in the plan and going out to Tangata Whenua with the drop-in sessions.

Mr Matunga advised there are dangers in centralising consultation, noting that there are other Māori entities and many multiplicities of Māori communities in the Selwyn District. Mr Matunga noted that it would be worthwhile looking again at how Tangata Whenua can be consulted and engaged.

Ms Ashley advised the Project Team is happy to take advice from DPC members, Councillor Epiha, Mr Matunga and Ms Wati on this.

**Moved – Councillor Lyall / Seconded – Councillor Reid**

*"That the Committee notes the presentation."*

*"That the Committee agrees to the release of this recommendation into the public environment from date of notification of the Proposed District Plan."*

**CARRIED**

### **Public Excluded Reasoning:**

#### *Section 7(2)(f)*

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- (v) the free and frank expression of opinions by or between or to members or offices or employees of any local authority, or any persons to whom section (5) applies, in the course of their duty;*
- (vi) The protection of such members, officers, employees and persons from improper pressure or harassment.*

*And*



## **10. Endorsement of the Proposed District Plan for public notification**

Ms Ashley thanked DPC and the Project Team for input and direction which has helped shape the PDP into an ePlan form.

Primary focus of report is to seek endorsement from DPC of the Draft Plan for notification. Report also outlines and provides an update of any changes. Report has been taken as read and open for questions.

Discussion was held over the National Policy Statement (NPS-UD) 2020 change which removes the minimum car parking requirement. It was clarified that Council have the ability to manage onsite manoeuvring and loading where car parking areas are provided but no ability in District Plan to require minimum parking which applies across the board in urban environment area.

Councillor Pauling commented on the National Policy Statement on Freshwater Management, noting statements that should be looked at again to flesh out parts particularly in regards Tangata Whenua involvement.

Discussion was held on the NPS-UD 2020 point of ensuring urban development occurs in a way that takes into account the principles of the Treaty of Waitangi. Ms Ashley clarified that Council are aware of the change and in terms of what changes they are giving effect to Council are waiting to see how legislation will deal with that. Through this process the Project Team have formed a partnership with Māori, including representation at a governance level, input into draft provisions from the Rūnanga advisory group and guidance from Mahaanui Kurataiao for technical advice. Overall, the Project Team have tried to incorporate those values as much as possible.

Mr Matunga commented that it might mean looking at innovative ways of co-housing.

Ms Ashley noted that Council do have a range of housing provisions in the plan. The Planning Manager added that co-housing or similar is something that Council will need to consider and it might form a part of a Council submission. In addition Council are partners of Greater Christchurch 2050 work and also have a wider work programme of spatial planning for townships where this can be considered. Going forward with the RMA reforms Council will start to have further discussions about this topic in more detail which can feed into the District Plan.

Councillor Pauling commented he would like to see the approach of making sure Māori traditional values get reflected in urban development and the need to find a way to show where the traditional values exist.

Ms Ashley responded there are opportunities that Council can look at.

Discussion was held around statutory documents and how change could affect the PDP. It was clarified that for any upcoming changes such as NPS-UD Council has an opportunity to put their own submission in to make changes or put in a variation to Proposed Plan before it becomes operative, there are opportunities to update the plan if required.

Mayor Broughton commented that it is a moment in time, and the Project Team are making the best decisions with the information that Council do have now. There will be changes and Council cannot always anticipate what these might be. Council will need to be flexible and Council has always been enabling of change.

**Moved** – Councillor Alexander / **Seconded** – Councillor Lyall

*“That the Committee notes the report.”*

*“That the Committee notes the recommended changes to draft provisions since they were last presented to DPC at the Chapter/Topic Workshop, subject to any further amendments agreed by DPC.”*

*“That the Committee endorses the Proposed District Plan for public notification.”*

*“That the Committee agrees to the release of these recommendations into the public environment from date of notification of the Proposed District Plan.”*

**CARRIED**

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**Meeting to be moved to an open public meeting**

**Moved** – Councillor Alexander / **Seconded** – Councillor Lyall

*"That the meeting reconvene in an open meeting."*

**CARRIED**

*The meeting reconvened in open meeting at 11.22am*

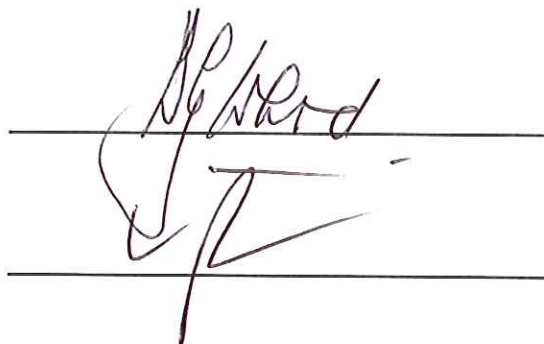
*The meeting closed at 11.32am*

*In accordance with Standing Orders we confirm the correctness of the minutes of the last District Plan Committee meeting.*

DATED this 25<sup>th</sup> day of September 2020

**CHIEF EXECUTIVE**

**MAYOR**

The image shows two horizontal lines for signatures. The top line has a handwritten signature in dark ink that appears to be 'S. Ward'. The bottom line has a handwritten signature in dark ink that appears to be 'J. P.'.