



Minutes of a meeting of the
Regulatory Committee held in the Council Chamber
on Thursday 10 March 2022 at 10:00am

Membership

Cr Gary Kelliher

(Co-Chair)

Cr Andrew Noone

(Co-Chair)

Cr Hilary Calvert

Cr Michael Deaker

Cr Alexa Forbes

Cr Carmen Hope

Cr Michael Laws

Cr Kevin Malcolm

Cr Gretchen Robertson

Cr Bryan Scott

Cr Kate Wilson

Welcome

Chairperson Noone welcomed Councillors, members of the public and staff to the meeting at 11:06 am. Staff present in the Chamber included Gwyneth Elsum (GM Strategy, Policy and Science), Amanda Vercoe (GM Governance, Culture and Customer), Liz Spector (Governance Support Officer), Steve Rushbrook (Harbourmaster) and staff present electronically included Sarah Gardner (Chief Executive), Gavin Palmer (GM Operations), Nick Donnelly (GM Corporate Services) Richard Saunders (GM Regulatory and Communications), Jo Gilroy (Manager Consents), Tami Sargeant (Manager Compliance), Simon Wilson (Manager Regulatory and Data Systems), and Shayde Bain (Communications Advisor), Jennifer Bolstad (Harbourmaster Support Coordinator), and Dianne Railton (Governance Support Officer - minute-taker) .

1. APOLOGIES

Resolution: Cr Noone Moved, Cr Malcolm Seconded:

That the apology for Cr Bryan Scott be accepted, and the apology for lateness for Cr Laws be accepted. Cr Carmen Hope and Cr Gary Kelliher attended the meeting electronically.

MOTION CARRIED

2. PUBLIC FORUM

No public forum was held.

3. CONFIRMATION OF AGENDA

The agenda was confirmed as published.

4. CONFLICT OF INTEREST

Cr Kelliher and Cr Wilson advised they would sit back from the table for discussions on Deemed Permits, due to a possible conflict. Chair Noone and Cr Hope advised they would sit back from the table for discussions on Forestry due to a possible conflict of interest.

5. CONFIRMATION OF MINUTES

Resolution: Cr Noone Moved, Cr Calvert Seconded

That the minutes of the Regulatory meeting held on 9 December 2021 be received and confirmed as a true and accurate record.

MOTION CARRIED

6. ACTIONS

There were no outstanding Actions from the Regulatory Committee.

7. MATTERS FOR CONSIDERATION

7.1. Harbourmaster Summer Activity Report

The report provided an update on Harbourmaster activity and operations following the completion of the 2021/2022 summer season. Richard Saunders (GM Regulatory and Communications), Steve Rushbrook (Harbourmaster), and Shayde Bain (Communications Advisor) were available to speak to the report and respond to questions.

Steve Rushbrook advised they had a proactive and progressive year in their department. He said highlights for the year included being deemed compliant following the Port and Marine Safety Code external review that occurred earlier in the year, and also the major uplift in Harbourmaster communications and delivery of education through social media, radio and other forms, which he said is a step up from what was done previously.

Following discussion, Chair Noone on behalf of Councillors, thanked the Harbourmaster's team for a very successful season.

Resolution REG22-101: Cr Calvert Moved, Cr Hope Seconded

That the Committee:

- 1) **Notes** this report on Harbourmaster activity over the 2021/2022 summer.

MOTION CARRIED

7.2. Regulatory Group - Quarterly Activity Report

The report updated the Committee on activities of the Regulatory Group between 1 July 2021 and 31 January 2022. Richard Saunders (GM Regulatory and Communications), Jo Gilroy (Manager Consents), Tami Sargeant (Manager Compliance), Simon Wilson (Manager Regulatory and Data Systems) and Steve Rushbrook (Harbourmaster) were available to speak to the report and respond to questions.

Richard Saunders noted that there was a resolution from the Council Meeting on 23 February 2022 relating to deemed permit fees and resource consent fees, which have been included in the report to enable discussion.

Cr Malcolm commented on the process improvements section of the report and congratulated the team on the approach of ensuring staff have the appropriate tools, and that there is an ongoing process driven by staff and customer feedback.

Chair Noone and Cr Hope sat back from the table for discussions on forestry consents.

Cr Kelliher sat back from the table and Cr Wilson left the room for discussions on Deemed Permits - Plan Change 7.

Cr Calvert asked about consent fees for applicants affected by Plan Change 7. Mr Saunders said that he can't comment on costs for any individuals and advised that the Consents Team have processed 15 consents, and the average cost of those lodged in 2021 has been just over \$5,000. Following discussion, Chair Noone moved:

Resolution REG22-102: Cr Noone Moved, Cr Robertson Seconded

That the Committee:

1) **Notes** the Quarterly Update Report from the Regulatory Group.

MOTION CARRIED

Cr Kelliher and Cr Wilson returned to the meeting.

8. CLOSURE

There was no further business and Chairperson Noone declared the meeting closed at 11:52am.

Chairperson

Date