



# **Environmental Services Committee**

**Commencing at 9am**

**on**

**Tuesday 12 March 2019**

**Council Chambers  
District Council Building  
King George Place  
Timaru**

## **Timaru District Council**

**Notice is hereby given that a meeting of the Environmental Services Committee will be held in the Council Chamber, District Council Building, King George Place, Timaru on Tuesday 12 March, at 9am.**

### **Committee Members**

Clrs Kerry Stevens (Chairperson), Sally Parker (Deputy Chairperson), Nigel Bowen, Peter Burt, Andrea Leslie, Paddy O'Reilly, David Jack, Richard Lyon, Steve Wills, the Mayor and a representative of Tangata Whenua

### **Local Authorities (Members' Interests) Act 1968**

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Bede Carran  
**Chief Executive**

## **Agenda**

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|-----------|-----------|--|
| <b>1</b>  |           | <b>Apologies</b>                                   |
| <b>2</b>  |           | <b>Identification of Urgent Business</b>           |
| <b>3</b>  |           | <b>Identification of Matters of a Minor Nature</b> |
| <b>4</b>  |           | <b>Declaration of Conflicts of Interest</b>        |
| <b>5</b>  | <b>1</b>  | <b>Confirmation of Minutes</b>                     |
| <b>6</b>  | <b>5</b>  | <b>Earthquake Prone Building Update</b>            |
| <b>7</b>  |           | <b>Consideration of Urgent Business Items</b>      |
| <b>8</b>  |           | <b>Consideration of Minor Nature Matters</b>       |
| <b>9</b>  |           | <b>Public Forum Items Requiring Consideration</b>  |
| <b>10</b> | <b>8</b>  | <b>Exclusion of the Public</b>                     |
| <b>11</b> | <b>9</b>  | <b>Confirmation of Minutes</b>                     |
| <b>12</b> | <b>11</b> | <b>Readmittance of the Public</b>                  |

**Environmental Services Committee  
for the Meeting of 12 March 2019**

**Report for Agenda Item No 5**

**Prepared by Tracy Tierney  
Group Manager Environmental Services**

**Confirmation of Minutes**

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Minutes of the 27 November 2018 Environmental Services Committee meeting.

**Recommendation**

**That the minutes of the Environmental Services Committee meeting held on 27 November 2018, excluding the public excluded item, be confirmed as a true and correct record.**

## Timaru District Council

### Minutes of a Meeting of the Environmental Services Committee Held in the Council Chamber, District Council Building, King George Place, Timaru on 27 November 2018 at 9am

**Present** Clrs Kerry Stevens (Chairperson), Nigel Bowen, Peter Burt, David Jack, Richard Lyon, Paddy O'Reilly, Sally Parker, Steve Wills and Mayor Damon Odey

**Apologies** Proposed Clr Parker  
Seconded Clr Wills

"That the apologies from Tewera King and Clr Andrea Leslie, be accepted."

Motion carried

**In Attendance** Jennine Maguire – Geraldine Community Board (for public part of meeting)  
Bernie Wilson – Pleasant Point Community Board (for public part of meeting)  
Chief Executive (Bede Carran), Group Manager Environmental Services (Tracy Tierney) and Environmental Services Executive Assistant (Amber Foden)

#### 1. Declaration of Conflicts of Interest

There were no conflicts of interest declared.

#### 2. Chairperson's Report

The Chairperson reported on meetings he had attended and duties he had carried out on behalf of the Committee since the last meeting including attending Tenders Committee meetings, NZ Institute of Directors Finance Essentials training course, Industrial Relations Committee meeting, Council and Extraordinary Council meetings, opening of Mulvey Drive in Temuka Domain, various workshops and meetings, meeting with Sharon Zollner Chief Economist ANZ Bank, meeting with Environmental Services Group Manager and various Council staff on a range of issues.

Proposed Clr Stevens  
Seconded Clr Bowen

"That the Chairperson's report be received."

Motion carried

**3. Confirmation of the Minutes**

Proposed Clr Burt  
Seconded Clr Jack

“That the minutes of the Environmental Services Committee meeting held on 4 September 2018, excluding the public excluded items, be confirmed as a true and correct record.”

Motion carried

**4. Dangerous and Insanitary Building Policy**

The Building Control Manager presented a report on changes required to the current Dangerous and Insanitary Building Policy due to changes in legislation of the Building Act 2004. The policy is required to be updated within 18 months of the commencement date of the amendments from 1 July 2017, deadline then being 31 December 2018.

Proposed Clr Wills  
Seconded Clr Burt

“That the amended policy be adopted.”

Motion carried

**5. Significant Natural Area Fund Policy**

The Committee considered a report by the Intermediate Planner on amending the Significant Natural Areas Fund Guidelines after the Environmental Services Committee recognised on 5 September 2017 that existing guidelines were not enabling the effective use of the fund, and the SNA fund policy was to be reviewed over the year. There was some discussion around the flexibility of the fund and it was clarified that it would be reasonably flexible.

Proposed Clr Burt  
Seconded the Mayor

“That the revised policy be adopted.”

Motion carried

**6. Exclusion of the Public**

Proposed the Mayor  
Seconded Clr Bowen

“That the Committee resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

**District Plan Review**

Section 7(2)(f)(i)

The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority.

Section 7(2)(j)

The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.”

Motion carried

**7. Readmittance of the Public**

Proposed Clr O’Reilly  
Seconded Clr Parker

“That the public be readmitted to the meeting.”

Motion carried

The meeting concluded at 9:21am.

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Chairperson

**Environmental Services Committee**  
**for the Meeting of 12 March 2019**

**Report for Agenda Item 6**

**Prepared by Jayson Ellis**  
**Building Unit Manager**

**Earthquake Prone Building Update**

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**Purpose of Report**

1. To update and inform the committee of the Earthquake Prone Buildings project for the Timaru District for 2019 and to seek feedback and guidance with regard to the options identified within this report.

**Background**

2. In October 2018, Council conducted a special consultative procedure to determine the strategic routes and thoroughfares for establishing potential priority buildings as required by the Building Act 2004, and the Local Government Act 2002.
3. Community feedback from this process resulted in changes to the plan that were approved and adopted by Council.
4. The next phase of the process is to identify potential priority Earthquake Prone Buildings which will involve communicating how this will be achieved to the building owners and the public.

**Options and Preferred Option**

5. The options are:
  - Option 1 - To carry out the following implementation plan over the time frames identified, ensuring that all potential priority building owners and public have been sufficiently informed prior to being contacted, requiring an ISA (Initial Seismic Assessment) to be provided for their building.
  - Option 2 - To start the process of identifying potential priority buildings and contact the relevant building owners immediately without prior communication or information workshops.



## Implementation Plan

<b>Task</b>	<b>Key Stakeholders</b>	<b>Timeframe</b>
Communication to stakeholders advising of information workshops being held.	Elected members, building owners, tenants, engineers, SC Chamber of Commerce, property advisors, public	March 2019
Conduct information workshops to inform stakeholders of what is involved in this stage of the process and how it may affect them.	Elected members, building owners, tenants, engineers, SC Chamber of Commerce, public	April 2019
Start process of contacting priority building owners – emergency buildings, Hospitals, FENZ, Ambulance etc (as per sec 133AE)	Building owners	April 2019
Contact priority building owners - Geraldine	Building owners	May 2019
Contact priority building owners - Temuka	Building owners	July 2019
Contact priority building owners – Pleasant Point	Building owners	September 2019
Contact priority building owners – Timaru Block 1	Building owners	November 2019
Contact priority building owners – Timaru Block 2	Building owners	February 2020
Contact priority building owners – Timaru Block 3	Building owners	April 2020
Contact priority building owners – Timaru Block 4	Building owners	June 2020

6. Our preferred Option 1, will involve breaking this phase of the project into manageable sized blocks or groups of work. Creating these smaller groups will help in limiting the impact on the building owners, engineers and Council's resources in managing this process. Including further stakeholder workshops and media updates, explaining how and when council will begin this phase will also reduce some of the uncertainty that exists for building owners and the community.

7. Please note: The order of the groups in the 'Implementation Plan' table can be altered to suit, should the Committee chose to do so. Timaru is to be divided into four blocks (yet to be determined) for the implementation programme.

### **Supporting Information**

8. In addition to contacting building owners of potentially Earthquake Prone buildings, the government has recently announced further funding for owners of Heritage buildings (Heritage EQUIP). Details of the information will be made available to owners of these buildings via our website and through the information workshops.

### **Consultation**

9. No further consultation is required in accordance with the Building Act 2004. However, it is recommended that Council continue providing information workshops, media releases, website and Facebook updates until the end of this stage in July 2022.
10. After this, the next stage is to identify all other non-priority potentially earthquake prone buildings. The implementation plan will be reviewed closer to the time.

### **Identification of Relevant Legislation and Legal Requirements**

11. There are no additional legislative requirements other than section 133AA-AY of the Building Act 2004.

### **Assessment of Significance**

12. This is a significant project that has required a special consultative procedure to be undertaken for determining priority routes and thoroughfares within our district. The impact on building owners, tenants and the public will have wide ranging implications including financial, building occupancy and environmental effects. The extent of this is still very much unknown at this stage.

### **Other Considerations**

13. There are no other relevant considerations at this stage.

### **Recommendation**

**That we undertake a staged approach for the implementation of this next phase, including further community information workshops, media releases, website and Facebook updates. These forms of engagement and communication shall be implemented prior to the individual building owners being contacted.**

## Environmental Services Committee

for the Meeting of 12 March 2019

Report for Agenda Item No 10

Prepared by Tracy Tierney  
Group Manager Environmental Services

### Exclusion of the Public

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### Recommendation

That the Committee resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

<b>Confirmation of Minutes:</b> <ul style="list-style-type: none"><li>• <b>District Plan Review</b> Section 7(2)(f)(i)</li></ul>	The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority.	To allow free and frank expression of opinions
Section 7(2)(j)	The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.	To prevent use of the information for improper gain or advantage