



**ENVIRONMENTAL SERVICES COMMITTEE MEETING**

**on**

**Tuesday 5 September 2017**

**at 9.00am**

**Council Chamber  
Timaru District Council  
2 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, 2 King George Place, Timaru on Tuesday 5 September 2017 commencing at 9.00am.**

### **Committee members:**

Clrs Kerry Stevens (Chairperson), Sally Parker (Deputy Chairperson), Peter Burt, Andrea Leslie, Paddy O'Reilly, David Jack, Richard Lyon, Steve Wills, the Mayor and Te Wera King.

### **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**

# ENVIRONMENTAL SERVICES COMMITTEE

5 SEPTEMBER 2017

## AGENDA

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**ENVIRONMENTAL SERVICES COMMITTEE  
FOR THE MEETING OF 5 SEPTEMBER 2017**

**Report for Agenda Item No 6**

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

**Confirmation of Minutes**

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Minutes of a meeting of the Environmental Services Committee held on 18 July 2017.

**Recommendation**

**That the minutes of the Environmental Services Committee meeting held on 18 July 2017, excluding the public excluded items, 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, 2 KING GEORGE PLACE, TIMARU ON TUESDAY 18 JULY 2017 AT 9AM

**PRESENT** Clrs Kerry Stevens (Chairperson), Peter Burt, Dave Jack, Andrea Leslie, Paddy O'Reilly, Sally Parker, Steve Wills and the Mayor

**APOLOGIES** Clr Richard Lyon  
Karalyn Reid - Pleasant Point Community Board  
Charles Scarsbrook – Temuka Community Board

**IN ATTENDANCE** Wayne O'Donnell – Geraldine Community Board (for public part of meeting)  
Chief Executive (Bede Carran), Group Manager Environmental Services (Tracy Tierney), Environmental Compliance Manager (Paul Cooper)(for item 6) Land Transport Manager (Andrew Dixon), Planner (Hayden Blackler)(for item 5), and Council Secretary (Joanne Brownie)

#### 1 INTRODUCTION

The Chairperson welcomed the new Environmental Services Manager (former councillor) Tracy Tierney to the meeting.

#### 2 DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest declared.

#### 3 CHAIRPERSON'S REPORT

The Chairperson noted it was his first meeting in the chair for this Committee and his report covers his last 2 weeks as Chairperson of the Infrastructure Committee and the first 4 weeks as Chairperson of the Environmental Services Committee. He attended the Long Term Plan workshop, port area infrastructure workshop, Council meeting, Industrial Relations Committee meeting, Tenders Committee meeting and held various discussions with Group Managers.

#### 4 CONFIRMATION OF MINUTES

Proposed Clr O'Reilly  
Seconded Clr Parker

"That the minutes of the Environmental Services Committee meeting held on 13 June 2017, excluding the public excluded items, be confirmed as a true and correct record."

MOTION CARRIED

**5 ROAD NAMING PROPOSAL – DALWOOD LANE**

The Committee considered a report recommending a road name for a subdivision at Quarry Road, Timaru. The Committee noted the ambiguity in the Naming of Streets, Roads and Private Ways Policy and also inconsistency between the policy and the Standards for Rural and Urban Addressing.

Proposed Clr Burt  
Seconded Clr Leslie

- a) “That the report be received.
- b) That the name ‘Dalwood Lane’ be approved.
- c) That a private road sign be erected at the applicants cost
- d) That the Council’s policy of naming streets, roads and private ways be reviewed.”

MOTION CARRIED

**6 JOINT LOCAL ALCOHOL POLICY – EVALUATION REPORT**

The Committee considered a report by the Environmental Compliance Manager evaluating the implementation and performance of the Joint Local Alcohol Policy (LAP), in accordance with Section 6 of the policy.

Proposed Clr Jack  
Seconded Clr Wills

- a) “That the report be received and noted.
- b) The Committee notes it is satisfied with the outcome of the Joint Local Alcohol Policy Evaluation Report.
- c) The Committee does not require a review of the policy to be conducted in accordance with section 6 of the policy until such time that the review is required by law, unless circumstances arise in the interim that dictate a review is required.”

MOTION CARRIED

**7 CIVIL DEFENCE ORGANISATIONAL ARRANGEMENTS – APPOINTMENT OF LOCAL CONTROLLERS**

The Committee considered a report by the Chief Executive on the Civil Defence organisational arrangements prompted by the appointment of Tracy Tierney as Group Manager Environmental Services. The proposed nominees have been selected as they have the skills to provide resilience and additional back up to the civil defence team.

Proposed Clr Burt  
Seconded Clr Parker

- a) “That the report be received.
- b) That the Committee supports the nomination of Tracy Tierney and Craig Motley to be appointed as Civil Defence Controllers by CDEM.”

MOTION CARRIED

**8 EXCLUSION OF THE PUBLIC**

Proposed Clr Jack  
Seconded the Mayor

“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:

**Confirmation of Minutes**

Section 7(2)(a)

The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.”

MOTION CARRIED

**9 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 9.15am.

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Chairperson

**ENVIRONMENTAL SERVICES COMMITTEE**  
**FOR THE MEETING OF 5 SEPTEMBER 2017**

**Report for Agenda Item No 7**

**Prepared by - Megan Geng  
Planner**

**Allocation of Significant Natural Areas Fund**

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**Purpose of Report**

1. To obtain the Committee's approval for the allocation of the Significant Natural Area Fund (SNAF) for the 2016-2017 financial year and to advise the Committee of the expenditure from the SNAF that has already occurred under delegated authority.

**Background**

2. The stated aim of the SNAF is *"to assist and actively encourage landowners and members of the Timaru District community to manage, protect and enhance significant native vegetation and significant habitats of native fauna"*.
3. The SNAF is one method the Timaru District Plan uses to comply with Council's statutory obligation under the Resource Management Act 1991 to protect significant indigenous vegetation and significant habitats of indigenous fauna.
4. The SNAF is a contestable fund, with each application assessed on its merits on a case-by-case basis. Funding is only available for projects taking place on land within the boundaries of the Timaru District Council. The maximum total grant per SNA under the scheme is \$5,000 (excl GST), which is allocated on a 50:50 basis in terms of Council/applicant contribution. There is no minimum grant amount. The fund has an annual budget of \$30,000, but currently due to a carry forward from the previous year's budget, a total budget of **\$39,926** is available.
5. SNAF applications are considered in the context of the criteria contained within the document titled *'SNA Fund Criteria and application guidelines'* (Appendix 1).
6. SNAF applications must fall into one of the following categories to be eligible for funding:
  - 6.1 Preservation - Significant natural area preservation includes fencing off and permanently protecting, i.e. covenanting areas of significant native vegetation and significant habitats of native fauna.
  - 6.2 Management - Significant natural area management includes activities like plant and pest management in areas of significant native vegetation and significant habitats of native fauna.



7. In response to the under allocation of the fund, the Environmental Services Committee resolved on 20 September 2016 to change how the fund was allocated for the 2016/17 financial year. The change allowed Council to identify the highest value SNA's; approach landowners of those SNA's; and assist those landowners to complete a SNAF application.

### **Applications**

8. A total of seven applications were received, four of which were initiated by the District Planning Unit in consultation with Mike Harding (Consultant Ecologist) and the relevant landowners. All of the total grant balance of \$39,926 is proposed to be allocated.
9. An alteration from the SNA fund guidelines for the Committee to consider is whether Council should fund 100% of the costs of the Council initiated projects for at risk SNAs. The SNA fund guidelines state that landowners should contribute 50% of the costs of any preservation or management project. However, there are a number of good reasons to depart from the SNA fund guidelines in respect of the Council initiated projects that are proposed to be funded at 100%, including:
  - 9.1 Funding 100% of the costs of Council initiated projects for at risk SNAs is effective and efficient in that they have been identified as high value SNAs, which are at significant threat to weeds. If these SNAs are prioritised for protection, it means the best value for money is achieved and it also aligns with the objectives of the Timaru District Plan and the Resource Management Act 1991.
  - 9.2 Two of these areas contain Timaru District Council land, while another area contains Crown owned land. Accordingly, it is highly unlikely that anyone else will fund the protection of these SNAs.
  - 9.3 All the projects funded 100% by Council are weed control projects, which are not necessarily a priority for private landowners to fund.
  - 9.4 All the weed control projects are undertaken by a Council contractor and therefore the funds do not go to the landowner. Accordingly, the funds do not benefit the landowner directly.
10. There may be some concern that Council is funding some projects at 100% and expecting landowners to contribute 50% for others. However, the primary objective is to protect SNAs for the benefit of the community. The past under allocation of the fund indicates that expecting landowners to contribute 50% of the funding is a constraint to attracting fund applications, particularly for weed control projects. For instance, in respect of the Council initiated projects proposed to be funded 100% in this report, a 50% contribution could not be obtained from these landowners. Accordingly, while it would be cheaper to fund SNA protection at 50% of cost, this approach is not effective and is not achieving protection. A revised approach is suggested.
11. Table 1 indicates the SNAF grants already approved under delegated authority, while Table 2 indicates the SNAF applications that have not already been approved under delegated authority and are for the Committee's consideration. A more detailed assessment of the SNA applications is provided in Appendix 2.

Table 1 – SNAF grants already approved under delegated authority for 2016-17

SNA No./Applicant	Project	Grant	% Funding in Relation to Project Cost
SNA 111a	Fencing	\$5,000	50%
Upper Rangitata Gorge Landcare Group (INC)	Weed Control	\$5,000	50%
SNA 78a	Weed Control	\$5,000	50%
SNA 164 a-d (Note: Four different SNAs, with three different landowners, two of which are TDC)	Weed Control	\$12,591.31	100%

Table 2 – 2016-17 SNA applications not already approved under delegated authority for the Committee's consideration

SNA No.	Project	Grant	% funding in relation to project cost
SNA 112a	Weed Control	\$3,480	100%
SNA 164a-d (Note a staged approach to the weed control of this SNA has been taken)	Weed Control	\$4,854.69	100%
SNA 2a-b & SNA 614a-b	Weed Control	\$4,000	100%

12. The Ecosystems and Indigenous Biodiversity Stakeholder Group has been tasked with recommending draft District Plan provisions to this Committee, along with recommending any non-statutory matters that can assist with the protection of SNA's. As it may take some time to finalise the stakeholder groups recommendations, it is suggested that the general approach to the allocation of the SNAF approved for the 2016/17 financial year is continued in the interim. In the interests of clarity this includes:
- Continuing to advertise the SNAF to landowners early in the financial year;
  - If insufficient applications are received, the highest values SNAs will be identified;
  - Council will approach landowners with the highest value SNAs and offer assistance to complete a SNAF application;
  - If those landowners are unable to contribute to the protection of their SNA, Council will offer 100% funding of proposals to protect those SNAs in order to fully utilise the fund.
  - The \$5,000 limit will no longer apply.

#### Identification of Relevant Legislation, Council Policy and Plans

Significant Natural Area Fund – Fund Criteria & Application Guidelines (Attached as Appendix 1)

Resource Management Act 1991

Timaru District Plan

#### Assessment of Significance

14. This matter is not deemed significant under the Council's Significance and Engagement Policy.

#### Other Considerations

15. There are no other relevant considerations.

## **Recommendations**

- a. That the report be received.**
- b. That the remaining Significant Natural Area fund is allocated in accordance with Table 2 of this report.**
- c. That the SNA fund for the 2017/2018 financial year is allocated in accordance with paragraph 12 of this report.**

# **Significant Natural Areas Fund**

## **Fund Criteria & Application Guideline**

### **Significant Natural Areas Fund Criteria & Application Guidelines**

***Please read the fund criteria & guidelines  
BEFORE filling in your application form.  
Reading these will save you time!***

***Please Note:*** *These guidelines specify procedures and conditions that are legally binding for successful applicants.*

## **Aim of the Significant Natural Areas Fund**

*“The Timaru District Council’s Significant Natural Areas Fund aims to assist and actively encourage landowners and members of the Timaru District community to manage, protect and enhance significant native vegetation and significant habitats of native fauna.”*

## Funding Categories

Applications must fall into one of the following categories to be eligible for funding:

- 1 Preservation - Significant natural area preservation includes fencing off and permanently protecting ie covenanting, areas of significant native vegetation and significant habitats of native fauna.
- 2 Management - Significant natural area management includes activities like plant and pest management in areas of significant native vegetation and significant habitats of native fauna.

Note:

- 1 The Significant Natural Areas Fund is a contestable fund and each application will be assessed on its merits on a case-by-case basis.
- 2 Funding is only available for projects taking place on land within the boundaries of the Timaru District Council.
- 3 Sites that meet the criteria for significant native vegetation and significant habitats of native fauna and that are subsequently listed as Significant Natural Areas.

## Preservation Projects

For a project to be eligible in this category it must meet all of the following criteria:

- a) It is for an area of significant native vegetation and significant habitats of native fauna;
- b) It shall not be planted with any exotic vegetation once protected;
- c) Significant native vegetation and significant habitats of native fauna shall not be damaged, disturbed or destroyed;
- d) Domestic stock must be excluded from the area to be protected;
- e) It must have a protective covenant registered on the title of the land (or be entered into as part of the funding application);
- f) It must meet the General Criteria listed in this document; and
- g) It must have a management plan.

Preservation is limited to those areas which require permanent retirement from forestry, farming or general landuse activities.

The General Criteria may be changed in the future following the completion of the district wide survey.

## Management Projects

For a project to be eligible in this category it must have a significant natural area management plan.

The funding for significant natural areas in this category may go towards maintenance of the significant natural area.

# General Criteria

As contained in the Timaru District Plan.

Note: The General Criteria may be changed in the future following the completion of the district wide survey.

## **ASSESSMENT PROCEDURE - AREAS OF SIGNIFICANT NATIVE VEGETATION AND SIGNIFICANT HABITATS OF NATIVE FAUNA**

*In determining whether an area is significant in terms of section 6(c) of the Resource Management Act 1991 the Council will use the following criteria:*

### **Primary Criteria**

#### **A The ecological values of the area - the values of the place itself**

- (i) *Representativeness - Whether the area contains one of the best examples of an indigenous vegetation type, habitat or ecological process which is typical of its ecological district.*
- (ii) *Rarity - Whether the area supports or is important for the recovery of, an indigenous species, habitat or community of species which is rare or threatened within the ecological district or is threatened nationally.*
- (iii) *Diversity and Pattern - The degree of diversity exhibited by the area in:*
  - *vegetation*
  - *habitat types*
  - *ecotones*
  - *species*
  - *ecological processes*
- (iv) *Distinctiveness/Special ecological character - The type and range of unusual features of the area itself and the role of the area in relationship to other areas locally, regionally and nationally, including:*
  - *presence of indigenous species at their distribution limit*
  - *levels of endemism, (eg, the presence of endemic species)*
  - *supporting protected indigenous fauna for some part of their life cycle (eg breeding, feeding, moulting, roosting), whether on a regular or infrequent basis*
  - *playing a role in the life cycle of migratory indigenous fauna*
  - *containing one of the best examples of an intact sequence, or substantial part of an intact sequence of ecological features or gradients*
  - *supporting predominantly intact habitats with evidence of healthy natural ecosystem functioning*

### **Other Criteria**

#### **B The ecological context of the area including its relationship with its surroundings**

- (v) *Size and Shape - The degree to which the size and shape of an existing area is conducive to it being, or becoming ecologically self-sustaining.*
- (vi) *Connectivity - The extent to which the area has ecological value due to its location and functioning in relation to its surroundings. An area may be ecologically significant because of its connections to a neighbouring area, or as part of a network of areas of fauna habitat. For example an area may act as a corridor or stepping stone for movement/migration of species between or to areas of important habitat.*

#### **C The future ecological value of the area**

- (vii) *Long Term Sustainability - The degree to which an area is likely to maintain itself, taking into consideration.*
- *extent to which criteria in paragraphs A and B above are met*
  - *degree of historic modification to the area and its surroundings which affects its future*
  - *degree of resilience of species and habitats present*
  - *the effects of current management on identified ecological values*
  - *the extent to which the area has achievable potential, with management input, for restoration of ecological values which are significant in the ecological district*

**Note:** *the application of some ecological criteria such as representativeness, rarity and connectivity may not be able to be confirmed until a extensive number of properties have been surveyed in a particular locality and the overall pattern of remnant indigenous vegetation and habitats can be assessed.*

#### **Final consideration**

- D** *Before deciding whether or not any identified area should be confirmed as being significant, Council will have regard to the following matters:*
- (a) *existing land use and the degree of modification associated with the site;*
  - (b) *economic effects on the landowner (eg, management costs, lost development potential);*
  - (c) *other options for ensuring the identified values and their needs are recognised and protected;*
  - (d) *presence and level of animal pests and weeds;*
  - (e) *resources required to implement effective protection;*
  - (f) *whether or not identified values are under threat;*
  - (g) *the extent to which values are or are not protected elsewhere;*
  - (h) *any other relevant factor.*

#### **Glossary of Terms**

**Endemic:** *Refers to species of plants and animals, which are unique to an area, or animals, which may migrate but only to breed in the area.*

**Ecological District:** *One of the major levels used for the ecological classification of land. New Zealand has been divided up into 85 ecological regions and 269 ecological districts according to geological, topographical, climatic and biological features and processes. This reflects the small-scale variability of New Zealand's ecological patterns. An ecological district is a land where topographical, climatic, soils and biological features and broad cultural patterns produce a characteristic landscape of biological communities. An ecological region comprises adjacent ecological districts with closely related characteristics, or may only include one ecological district with very distinct features.*

**Habitat:** *The environment in which a particular species or group of species live. It includes the physical and biotic characteristics that are relevant to the species concerned. For example, the habitat of who/blue duck consists of swift water with an abundance of freshwater insects.*

**Ecotone:** *A transitional zone between two habitats, which has distinct species or ecological characteristics of its own.*

**Resilience:** *The ability of a community or species to recover quickly (return to its original state) from perturbation, disturbance or displacement.*

**Community:** *The species that occur together in the same place at the same time.*

**Population:** *A group of individuals of one species in an area.*



**Ecosystem:** A biological system comprising a community of living organisms and its associated non-living environment (such as sunlight, air, water, minerals and nutrients), interacting as an ecological unit.

**Rare:** Species with small world populations that are not at present endangered or vulnerable but are at risk of extinction. The species are usually localised within restricted geographical areas or habitats, or thinly scattered over a more extensive range.

**Endangered:** Species in danger of extinction and whose survival is unlikely if the factors causing their decline continue to operate.

**Vulnerable:** Species likely to move into the endangered category in the near future if the factors causing their decline continue to operate.

**Threatened species:** A species or community that is vulnerable or endangered.

**Biological diversity:** The variability among living organisms from all sources, this includes diversity within species, between species and ecosystems. Components include genetic diversity, species diversity and ecosystem diversity.

<b>Representativeness</b>	<ul style="list-style-type: none"> <li>Contains an ecosystem that is underrepresented or unique in the ecological district *</li> </ul>
<b>Rarity</b>	<ul style="list-style-type: none"> <li>contains threatened ecosystems *;</li> <li>contains threatened species *;</li> <li>contains species that are endemic to the ecological district *</li> </ul>
<b>Diversity</b>	<ul style="list-style-type: none"> <li>diversity of ecosystems, species, vegetation *</li> </ul>
<b>Distinctiveness</b>	<ul style="list-style-type: none"> <li>contains large/dense population of viable species *;</li> <li>largely in its natural state or restorable *;</li> <li>uninterrupted ecological sequence *;</li> <li>contains significant land forms *</li> </ul>
<b>Continuity &amp; Linkage within Landscape</b>	<ul style="list-style-type: none"> <li>provides, or has potential to provide, corridor/buffer zone to an existing area *</li> </ul>
<b>Cultural Values</b>	<ul style="list-style-type: none"> <li>traditionally important for Maori</li> <li>recreational values</li> <li>significant landscape value</li> <li>protection of soil values</li> <li>water catchment protection</li> <li>recreation or tourism importance</li> <li>aesthetic coherence</li> </ul>
<b>Ecological Restoration</b>	<ul style="list-style-type: none"> <li>ability to be restored *</li> <li>reasonable cost and time for restoration (eg up to \$5,000)</li> </ul>
<b>Landscape Integrity</b>	<ul style="list-style-type: none"> <li>significance to the original character of the landscape</li> <li>isolated feature, does it stand out or blend in</li> <li>does it have a role in landscape protection</li> </ul>
<b>Sustainability</b>	<ul style="list-style-type: none"> <li>size and shape of area</li> <li>activities occurring on the boundaries which may affect its sustainability</li> <li>adjoins another protected area</li> <li>links</li> <li>easily managed</li> </ul>

Note:

- 1 Sites listed as a Significant Natural Area may be inspected by the Timaru District Council prior to the consideration of an application.
- 2 The Timaru District Council will inspect sites not already listed as a Significant Natural Area so as to ensure that the project is eligible for funding.

# Significant Natural Area Management Plans

Significant Natural Area Management Plans are required for any Significant Natural Areas Fund application under the categories of Preservation or Management.

The landowner must comply with the significant natural area management plan once an application has been approved for funding.

A significant natural areas management plan:

- a) Is a document which sets out the approach to works and/or maintenance of the feature/site for future years;
- b) May have conditions (as is appropriate) that the landowner will be required to meet such as fencing, weed and pest control, keeping stock/domestic animals out of the area and restoration;
- c) Will help ensure that the site is managed in a manner that protects and enhances the significant natural area;
- d) Does not have to be complex and typically involves the following:
  - A line drawing of the property/farm on a A4 aerial photograph (photo can be obtained free of charge from the GIS Unit or Planning Unit) showing the area of concern and the proposed management measures;
  - A description of the current problem/threats to the area (eg cattle grazing undergrowth of remnant forest, plant pests or animal pests like possums, goats, stoats etc which need controlling/eradicating);
  - The proposed annual work/maintenance programme to be carried out over the next 3-5 years.

Information to assist you in preparing your management plan to the standard required by Council is available from the Timaru District Council's Planning Unit.

## Timing of Applications

In each financial year, there will be one round of funding under the Significant Natural Areas Fund. Each round will be allocated a portion of the total annual funding amount set aside. It is not essential that all funding be allocated for a particular funding round. Any funding not spent can be rolled over into the next funding round.

Applications will be considered by the Resource Planning and Regulation Committee. All applications will need to be received by the Planning Unit by the end of the advertised application period.

## Financial Details

**In the application form sufficient details are required to enable the proposed project to be fully costed.**

- If you are registered for GST please **do not** include GST in your costs.
- Please attach **quotes** and any other supporting documentation to your application.

The following costs are **not** eligible:

- Project costs incurred prior to the lodging of the application;
- Any costs involved in preparing the application; and
- Debt servicing.

The purchase of equipment is generally NOT eligible for funding unless it can be demonstrated that it is essential for the project (ie it cannot be leased, rented/hired etc) and is a reasonable cost. Each item of equipment will be evaluated on its relative merit to the project.

It is recognised that labour contributions (and associated tools and machinery) are an important component of many projects. However, this scheme is not a subsidised employment programme. Labour contributions are eligible as a project cost but should ideally not form more than a third of the total project cost.

## What level of grant assistance can I get?

The maximum total grant allocated under the scheme is **\$5,000** (excl GST). There is no minimum grant amount.

A maximum grant of **\$500** (excl GST) applies to administration costs (includes photocopying, mailouts/postage etc) and the reimbursement of resource consent fees.

**All grants are allocated on the basis of a cost sharing arrangement. The maximum grant rate for all projects is a cost sharing of 50:50, ie the Council will only fund up to half of the project cost. The applicant must make a contribution to the costs.**

**Example:** Project cost \$2,000 at 50% (excl GST):

Significant Natural Areas Fund Grant	- \$1,000
Individual share	- \$1,000

The applicant's share of the cost can be by way of in-kind contributions (eg labour), or cash.

**GST** will be paid in addition to the grant where:

- the applicant is GST registered;
- the project is part of the applicant's taxable activity; and
- the GST number is supplied on the application form.

## How can the District Planning staff assist me?

Applicants are encouraged to complete the application form themselves. Anyone experiencing difficulty in filling in the form should contact the Planning Unit for assistance. (Note: Staff assistance does not imply success or preferential treatment in the approval process).

The Council will also assist the applicant with their applications by making freely available to them all information about the natural values of the site recorded by the Council when inspecting the Significant Natural Area.

Inspections of projects allocated funding will be undertaken by Planning Unit staff.

## How will the Council select successful applications?

As the number of projects and their total value may exceed the amount of grant money made available by Council each year, funding will be prioritised.

### Significant Natural Areas Funding will be prioritised by the following criteria:

- 1 The significance of the site.
- 2 The natural values that will be protected by the project.
- 3 The likely benefits/outcomes of the project.
- 4 The urgency of the project.
- 5 The sustainability of the project.

Note:

- 1 Funding will only be allocated for projects taking place on land within the boundaries of the Timaru District Council.
- 2 Only sites listed as Significant Natural Areas in the District Plan are eligible for funding.
- 3 Discussion and consultation will be undertaken with other agencies such as the Department of Conservation, Environment Canterbury and the Queen Elizabeth II National Trust, as is appropriate.

## How will applications be processed?

Applications shall be forwarded to the Planning Unit. All applications will be acknowledged within 10 working days of receipt.

Applications will be checked by staff to ensure they have been completed correctly and sufficient detail has been provided. Where applications are considered incomplete or deficient, they will be returned to the applicant for further information or clarification.

Where an application is referred back to the applicant for further clarification or information, the applicant will be given a set period to respond.

At the close of the application period, applications will be sorted into two categories:

- 1 Applications that will be given to the Resource Planning and Regulation Committee for full consideration; and
- 2 Applications that are considered to fall outside the criteria and/or contain insufficient information.

Meetings of the Resource Planning and Regulation Committee are advertised and any member of the public is welcome to attend.

The applicant will be notified in writing within 10 working days of the Resource Planning and Regulation Committee making a decision on their application.

Where an application is approved, the applicant will be sent a letter of approval specifying the grant and conditions and requesting acceptance of the offer by entering into a formal agreement.

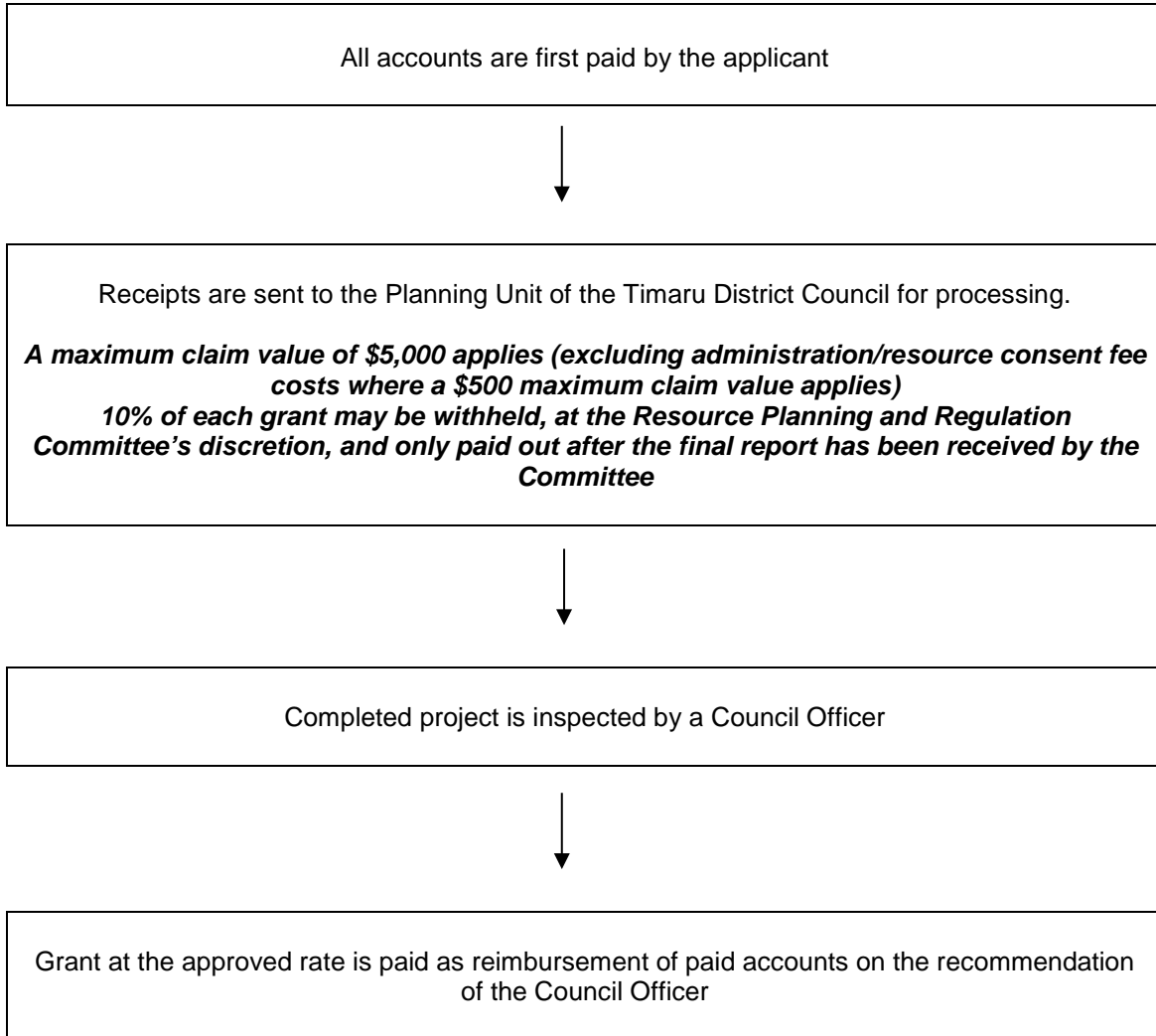
The following conditions apply to any grants made:

- 1 The applicant must notify the Planning Unit of the acceptance of the grant by signing the legal agreement supplied with the letter of offer and returning it.
- 2 Any expenditure on a project prior to the application being lodged will not be accepted for funding.

- 3 All costs associated with the project are first paid by the applicant. Receipts should be forwarded to the Planning Unit for processing. The grant will only be paid for approved costs on the basis of original invoices matched to original receipts.
- 4 The applicant must notify the Planning Unit once the project has been completed, and at this time a final report on the project must be prepared by the applicant and forwarded to the Planning Unit. The final report shall be presented to the Resource Planning and Regulation Committee. Ten percent of each eligible claim may be withheld and only paid out after the final report is received.
- 5 Any grant approval is personal to the applicant and cannot be reassigned without the written approval of the Resource Planning and Regulation Committee.
- 6 Grants must be uplifted within the time specified in the approval. The Resource Planning and Regulation Committee may consider an extension on request.
- 7 Grants are made subject to the Resource Planning and Regulation Committee being satisfied that the information given is true and correct and that there has been no omission of any relevant fact or any misrepresentation given. The Resource Planning and Regulation Committee retains the right to refuse payments to approved applicants in cases where it determines that it has been misled by the applicant or if the applicant has been placed in receivership, voluntary liquidation or declared bankrupt.
- 8 In all cases, the decision of the Resource Planning and Regulation Committee shall be final and there will be no rights of appeal or review.
- 9 The Timaru District Council reserves the right to visit any project or use it for promotional purposes where grant assistance has been given. In all cases the applicant will be notified of a visit.
- 10 The Timaru District Council reserves the right to suspend and to refuse further grant payments if in the opinion of the Resource Planning and Regulation Committee the grantee willfully or through neglect causes the project to fail. The decision of the Council shall be final and there shall be no rights of appeal or review and no right to compensation or damages of any nature.

Note: Additional conditions maybe imposed at the discretion of the Timaru District Council.

## Once I have an approved grant, how do I claim it?



## Can I change the contract?

Once the cost of a project and the grant rate has been approved by the Resource Planning and Regulation Committee that amount may not be increased or any new categories of expenditure be introduced.

## Progress reporting and notification of project completion

All successful applicants will be required to report back to the Resource Planning and Regulation Committee on a regular basis detailing their progress in completing the project, particularly the completion of significant milestones.

Successful applicants must notify the Planning Unit once their project has been completed. At this time a final report on the project must be prepared by the applicant and forwarded to the Planning Unit. The final report will be presented to the Resource Planning and Regulation Committee.

## Council staff who can help

### Planning Unit

**Duty Planner:**

Phone: (03) 687 7271

**District Planning Manager – Mark Geddes**

Phone: (03) 687 7454

Email: [mark.geddes@timdc.govt.nz](mailto:mark.geddes@timdc.govt.nz)

Project No.	APPLICANT	ELIGIBILITY			PROJECT ASSESSMENT					GRANT ASSESSMENT	
		Area to be protected	Proposal	Eligible?	Significance (Information obtained from SNA Survey)	Natural Value Protected	Benefit of Project	Urgency of Project	Sustainability of Project	Project Cost	Recommended Grant <sup>1</sup> (excl GST)
1		SNA 111a	To completely fence off the SNA with stock proof fence.	Y	The area contains the following significant features: It is a rare and relatively large example of an uncultivated lowland alluvial surface. Such areas are nationally rare and almost completely lost from this part of the Canterbury Plains. The presence of a suite of typical indigenous species, including at risk shrub ' <i>Muehlenbeckia ephedroides</i> '. This area, including nearby roadside grasslands, supports one of the largest known populations of ' <i>Muehlenbeckia ephedroides</i> ' in this part of Canterbury.	Low Plains with Indigenous at-risk vegetation.	The stock fence will exclude stock from entering the area to avoid further damage.	The area is in a modified condition, though still retains important indigenous values. It is one of the last remaining ecological area in this part of Canterbury and needing urgent protection from grazing. The site is in the process of being purchased by the National Heritage Fund and is about to be vested to Council.	Once the stock fence is completed, it would function fully to prevent stock from entering the forest as long as they are maintained. The area is extensive in size and provides linkage in the wider area which contributes to the sustainability of the project.	Fencing  <b>Total: 10,000</b>	<b>\$5,000</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>Total</b>	<b>23/25</b>
2		SNA78a (177.59ha)	To remove and control the new invasion of hops on the upper boundary of the SNA, in the vicinity of the homestead. To remove other plant pests including sycamore and laurel in this area. Maintenance control of seedling of plant pests.	Y	The area contains the following significant features: It contains an extensive area of unlogged forest; It contains large old podocarp trees (kahikatea, matai and totara); It provides an extensive area for forest-bird habitat including a threatened (nationally vulnerable) bird species, falcon, and an at risk (declining) bird species, rifleman; It provides suitable habitat for long-tailed bat; It contains a large number of plant species that are uncommon in the Orari Ecological District; and It provides a large diverse of flora (94 indigenous species recorded)	Podocarp-hardwood forest, forest bird habitat, long-tailed bat habitat	The project aims to remove the hops and other plant pests on the upper boundary of the SNA to control weed invasion and to enable continued regeneration of the forest community.	Hops, sycamore and wattle has been informally controlled by the landowner, in part. The project will remove plant pests on the boundary of the SNA to prevent them from spreading into the forest further.	Once the pests are removed, annual maintenance is required to ensure the area is pest free. The area is extensive in size and provides linkage in the wider area which contributes to the sustainability of the project.	Contractor Control of hop, sycamore and laurel \$5,000 Maintenance control of seedling plant east on southeast boundary \$5,000 <b>Total: 10,000</b>	<b>\$5,000</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>Total</b>	<b>22/25</b>
3	Upper Rangitata Gorge Landcare Group (URGLG)	On the true right of the Upper Rangitata riverbed and surrounds (i.e within the Timaru District boundary) including tributaries ie Forest Creek, Bush Stream on unallocated Crown Land.	Weed Control (Broom, gorse, false tamerisk, lupins, grey and crack willow )	Y	The area contains the following significant features: It is significant nationally and internationally as being a relatively rare river habitat; and It supports a number of rare and endangered species.	Rare Riverbed habitat that supports rare and endangered plant and animal species	The weeding programme will enhance the native vegetation and habitats of native fauna within the area.	For decades, as part of the annual weed programme, the URGLG carried out maintenance and enhancement of the ecological values of the river. The management of known and new weed species are required for the 2016/2017 season.	This is an on-going management programme that is carried out annually.  The size and length of the area and its interaction with other SNAs by the river suggests a high sustainability value.	Equipment hire, Chemicals, Contractors etc. Total \$10,000 In addition, the following volunteer works would be carried out by the members of the URGLG: Weed survey; Administration work; Coordination work; Some weed spray; and Loan vehicles.	<b>\$5,000</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>Total</b>	<b>23/25</b>
4	N/a	(SNA 112a)	To clear the main open dryland areas of gorse and broom and establish a control perimeter to halt invasion from the edge of these sites.	Y	The area contains the following significant features: It is a part of an area that is the last remaining sizeable area of uncultivated soil in this part of the Low Plains Ecological District; Indigenous mossfield and grassland communities are listed as a national priority for protection; The extent of indigenous plant communities it provides; It supports an 'at risk' species and locally-uncommon species; The area is large for sites of this rare plant community type in Low Plains Ecological District; and It provides habitat for lizards.	Indigenous mossfield communities and grassland communities.	The project will remove weeds from the main open areas and to control invasion from the edge of the site to preserve the rear plant community.	The site represents a rare low land community which forms part of the last remaining sizeable area in the Ecological District. Key management considerations are control of gorse and broom.	Once the pests are removed, annual maintenance is required to ensure the area is pest free. The area is extensive in size and provides linkage in the wider area which contributes to the sustainability of the project.	Survey and GIS to prioritise control areas \$300 To remove, spray, cut and clear weeds \$3,180 <b>Total: 3,480</b>	<b>\$3,480</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>Total</b>	<b>24/25</b>

<sup>1</sup> Maximum grant of \$5,000 for each project; a maximum grant of \$500 (excl GST) applies to administration costs; ideally, labour cost shall be no more than 1/3 of the total project cost; maximum grant rate is a cost sharing of 50:50. However, Projects 4, 5, 6 and 7 are Council initiated projects and therefore are recommended as 100% funded.



Project No.	APPLICANT	ELIGIBILITY			PROJECT ASSESSMENT					GRANT ASSESSMENT	
		Area to be protected	Proposal	Eligible?	Significance (Information obtained from SNA Survey)	Natural Value Protected	Benefit of Project	Urgency of Project	Sustainability of Project	Project Cost	Recommended Grant (excl GST)
5	N/a	(SNA 164a-d) –	To clear and control old man's beard (OMB), privet and barberry.	Y	The area contains the following significant features: It contains indigenous woody vegetation on a limestone substrate; It provides habitat to 'at risk' rifleman; Its proximity to other patches of indigenous woody vegetation; and The extent of the limestone pavement.	Hardwood forest on limestone, habitat for forest birds	The project will remove woody weeds throughout the area that threatens the ecological values of the area.	Containment or control of woody plant pest is the most important management issue in this area.	The area is narrow but well buffered by its location on steeply sloping limestone pavement with other indigenous vegetation located nearby. Minimal maintenance will be required once the pests are removed from the area.	Spray of OMB \$4,000 Spray, cutting and/or metsulfuron stump of privet \$300 Spray, cutting and/or metsulfuron stump of barberry \$3,500 <b>Total: \$7,800</b>	<b>\$6,964 (due to budget restraints)</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>Total</b>	<b>23/25</b>
6	N/a	(SNA 164a-d)	To undertake control of old man's beard (OMB), hawthorn and barberry at Rocky ridges southern SNA and to establish a spread buffer by controlling outlying seed source populations of target species where applicable.	Y	The area contains the following significant features: It contains indigenous woody vegetation on a limestone substrate; It provides habitat to 'at risk' rifleman; Its proximity to other patches of indigenous woody vegetation; and The extent of the limestone pavement.	Hardwood forest on limestone, habitat for forest birds	The project will remove woody weeds throughout the area that threatens the ecological values of the area.	Containment or control of woody plant pest is the most important management issue in this area.	The area is narrow but well buffered by its location on steeply sloping limestone pavement with other indigenous vegetation located nearby. Minimal maintenance will be required once the pests are removed from the area.	Spray of OMB \$3,000 Spray, cutting and metsulfuron stump of hawthorn \$2,500 Spray, cutting and/or metsulfuron stump of barberry \$4,500 Control outlier seed source \$2,000 <b>Total: \$12,000</b>	<b>\$10,482 (due to budget restraints)</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>Total</b>	<b>23/25</b>
7	N/a	(SNA 2a-b) & (SNA 614a-b)	To control Parkhurst SNAs of sycamore and ash to prevent emergent weeds from maturing and seeding into the forest of Waihi Bush (SNA2a).	Y	The Waihi River Bush contains the following significant features: It is one of the most important forest remnants in Timaru district; The presence and abundance of large old podocarps; The presence of a diverse range of indigenous species on different soil types; The presence of threatened species (kereru, rifleman, Waihi); The habitat it provides for forest birds and possibly bats; Its size and the important contribution it makes to the network of fauna habitat in the area. The Parkhurst SNA contains the following significant features: The presence of large mature indigenous trees that are probably remnants of original forest; The presence of chronically threatened (gradual decline) bird species (kereru/NZ pigeon); The presence of the chronically threatened white mistletoe; The habitat the area provides for native birds and possibly long-tailed bat; The contribution the area makes to the network of fauna habitat in the area	Podocarp-hardwood forest; Podocarp-hardwood treeland; fauna habitat.	The project will control sycamore and ash from maturing and seeding into the adjoining forest.	The Waihi River Bush SNA area is relatively clean but is a control priority to prevent emergent sycamore and ash from maturing and seeding into the forest from adjoining sites including Parkhurst SNA.	The Parkhurst SNA is relatively small in area, however, it forms part of the ecological network and is connected closely with adjacent Waihi River Bush. The control of weeds in Parkhurst not only preserves the Parkhurst SNA but also contributes towards the prevention of emergent weeds seeding into the Waihi River Bush.	Search for and control target species in Parkhurst SNA \$4,000 <b>Total: \$4,000</b>	<b>\$4,000</b>
<b>EVALUATION</b>					<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>Total</b>	<b>25/25</b>

References:

- Harding, M. (2015). *Timaru District Significant Natural Areas Survey*. Kakahu Farm Tom Hargreaves.  
Harding, M. (2009). *Timaru District Significant Natural Areas Survey*. Orari Gorge Station.  
Harding, M. (2011). *Timaru District Significant Natural Areas Survey*. Brodie/Ecan Property (South Branch Rangitata River)  
Harding, M. (2009). *Timaru District Significant Natural Areas Survey*. Brunton/Timaru District Council Property.  
Harding, M. (2008). *Timaru District Significant Natural Areas Survey*. Waihi Bush Trust.  
Harding, M. (2008). *Timaru District Significant Natural Areas Survey*. Mackay Property Parkhurst.

**ENVIRONMENTAL SERVICES COMMITTEE**  
**FOR THE MEETING OF 5 SEPTEMBER 2017**

**Report for Agenda Item No 8**

**Prepared by - Paul Cooper**  
**Environmental Compliance Manager**

**Dog Control Annual Report 2016 / 2017**

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**Purpose of Report**

1. The purpose of this report is to inform Council of dog control activities during the period 1 July 2016 to 30 June 2017.

**Background**

2. Section 10A of the Dog Control Act 1996 (the Act) requires that Timaru District Council (TDC) provides specific information to the Secretary for Local Government by way of an annual report each financial year (within one month of the Council adopting this report). This report is provided to satisfy that requirement.

**Options**

3. It is a statutory requirement for TDC to provide an annual report each financial year which must be publicly notified and forwarded to the Secretary for Local Government.

**Identification of Relevant Legislation, Council Policy and Plans**

Dog Control Act 1996

Timaru District Council Bylaw Chapter 6 - Control of Dogs

Timaru District Council Policy Document - Dog Control

**Assessment of Significance**

4. This matter is not deemed significant under the Council's Significance Policy.

**Consultation**

5. No consultation is proposed in respect of this report.

**Dog Control Statistics**

6. The reporting mechanism of TDC's new data system has been programmed in line with the reporting requirements of Section 10A of the Act.

7. The following dog control data relates to the 12 month period ending 30 June 2016.

#### 7.1. Number of Registered Dogs in the District

Class	2015/16	2016/17
Working	1,230	1,254
Rural Pet	2,231	2,267
Pet	5,136	5,092
Disability Assist	1	2
<b>Total</b>	<b>8,652</b>	<b>8,615</b>

(\*Total does not include 47 menacing dogs and 7 dangerous dogs)

#### 7.2. Number of Disqualified Owners

Period	2015/16	2016/17
Total	2	2

#### 7.3. Number of Dogs Classified as Dangerous

Period	2015/16	2016/17
Total	7	8

#### 7.4. Number of Dogs Classified as Menacing

Period	2015/16	2016/17
Total	47	62

#### 7.5. Number of Infringement Notices Issued

Infringement	2015/16	2016/17
Failure to Register Dog	184	227
Dog Not Under Control/Dog Wandering	24	33
Dog in Prohibited Area	0	7
Failure to Comply with Micro-chipping Requirements	0	6
Failure to Advise of Change of Address	1	4
Failure to Advise of Change of Ownership	1	4
Non-Compliance with Fencing Order	0	0
Obstruction	0	1
Providing False Information	0	2
Failure to Comply with Classification	3	13
Fouling	0	0
No Leash	0	3
Failure to comply with Bylaw = Total of no leash and prohibited area	0	10
<b>Total</b>	<b>213</b>	<b>300</b>

Note: The total number of infringement notices served excludes cancellations.

## 7.6. Number and Nature of Dog Related Service Requests Received

Service Request	2015/2016	2016/2017
Barking Dog	450	381
Dog Wandering	407	378
Dog Found	370	321
Miscellaneous	N/A	N/A
Dog Lost	348	340
Unregistered Dog	17	23
Microchip Appointment	127	67
Dog Rushing Person	N/A	N/A
Dog Attacking Animal	98	90
Dog in Prohibited Area	39	22
Dog Adoption	43	79
Dog Rushing, Attacking & Biting Person	119	88
Dog Fouling	31	32
Total	2049	1,821

Note: The miscellaneous total accounts for non-specific general enquiries but still requiring follow-up action from Animal Control Officers, such as providing information on prohibited areas.

## 7.7. Number of Prosecutions Undertaken

Prosecutions	2015/2016	2016/2017
Total	0	0

## Recommendation

**That the Dog Control report be adopted and that, as required by the Act, the report be publicly notified and forwarded to the Secretary for Local Government.**

**ENVIRONMENTAL SERVICES COMMITTEE**  
**FOR THE MEETING OF 5 SEPTEMBER 2017**

**Report for Agenda Item No 9**

**Prepared by - Megan Geng  
Planner**

**Update on National Planning Standards Discussion Paper**

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**Purpose of Report**

1. To inform the Environmental Services Committee on the feedback made on the National Planning Standards (Planning Standards) Discussion Papers.

**Background**

2. The Planning Standards were introduced as part of the 2017 amendments to the Resource Management Act 1991 (RMA) and seek to improve consistency in plan and policy statement structure, format and content. The intention is that this will result in plans being easier to prepare, understand, and compare between districts.
3. The first set of Planning Standards will be gazetted by the Minister for the Environment by 19 April 2019 and will address district plan structure; formatting; zones and overlays; definitions; metrics; mapping; eDelivery; and where general provisions that help to navigate the plan or provide context should be located. Such direction has implications on how the proposed Timaru District Plan is prepared, presented, and delivered.
4. The Planning Standards are split into two types of requirements: mandatory amendments and discretionary direction amendments.
5. Councils are required to make the mandatory amendments to its plans between April 2019 and April 2020, unless a different timeframe is defined in the Planning Standard. These amendments, including any consequential amendments, are to be done without using the RMA Schedule 1 process (normal plan making process), which means that no consultation or submission process is required.
6. Councils are required to make the discretionary direction amendments to their plans between April 2019 and April 2024. The direction to be used in the District Plan is to be chosen from the options provided in the Planning Standards. These amendments are to be made following the RMA Schedule 1 process.
7. In May, the Minister for the Environment released a series of discussion papers seeking feedback on the options for the proposed first set of the Planning Standards.

8. Feedback on the Planning Standards options has been prepared by staff and approved under delegated authority by the Group Manager Environmental Services (Appendix 1). The following key points were contained in the feedback:
  - 8.1. Council generally supports the Planning Standards as it will save money and time for councils like Timaru and allow them to focus on important planning matters in their district.
  - 8.2. Council seeks an exemption from the requirement to make the mandatory amendments to the operative Timaru District Plan conditional on it notifying the proposed District Plan, which incorporates the mandatory and discretionary direction amendments, within a certain time period. This is to avoid the cost, time and effort of amending the operative plan which will be replaced by the proposed District Plan shortly after.
  - 8.3. Council seeks the Planning Standards to provide flexibility for councils to tailor provisions for local circumstances. For example, the Planning Standards will provide set zones that can be used in district plans. It will not be possible to use alternative zones. These generic zones will not reflect local circumstances or aspirations and therefore are less than ideal.
  - 8.4. Council seeks a different timeframe for implementing the definitions section of the Planning Standards. District Plans are required to be amended with the new definitions within 12 months from the mandatory Planning Standards being gazetted. Amending the definitions in the District Plan may have significant implications if the District Plan's definitions are significantly different from the definitions provided by the Planning Standards. An example is that the status of an activity may need to be amended as a result of the definition being amended. This could consequently necessitate a lengthy RMA Schedule 1 process to ensure the activity status stays the same. The default 12 month implementation period is not sufficient to complete the RMA Schedule 1 process. As such, a different timeframe for implementing the definitions section was sought.

#### **Identification of Relevant Legislation, Council Policy and Plans**

Resource Management Act 1991  
Timaru District Plan 2005  
Long-term Plan 2015-25  
Discussion Papers on National Planning Standards

#### **Funding Implications**

9. Additional District Plan Review funding will be required if Council is required to amend the operative District Plan to give effect to the Planning Standards.

#### **Conclusion**

10. The Planning Standards may have significant implications on the District Plan Review in terms of how the proposed District Plan is prepared and funded. Therefore, it was necessary to provide feedback on the discussion papers.

#### **Recommendation**

**That the report be received and noted.**

**ENVIRONMENTAL SERVICES COMMITTEE  
FOR THE MEETING OF 5 SEPTEMBER 2017**

**Report for Agenda Item No 12**

**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:

**Confirmation of Minutes**

Section 7(2)(a)

The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.

**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)(k)

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