

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
REGULATORY COMPLIANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON TUESDAY, 1 DECEMBER 2020 AT 1.00 PM**

**PRESENT:** Cr Kelly Stratford (Chairperson), Cr Dave Collard (Deputy Chairperson), Cr David Clendon, Deputy Mayor Ann Court, Cr Rachel Smith, Cr John Vujcich, Bay of Islands-Whangaroa Community Board Chair Belinda Ward.

**IN ATTENDANCE:** Shaun Clarke (CEO), Jaime Dyhrberg (Manager - Transformation & Assurance Transformation & Assurance), William J Taylor (General Manager – Corporate Services), Andy Finch (General Manager – Infrastructure and Asset Management), Dean Myburgh (General Manager – District Services)

**STAFF PRESENT:** Marlema Baker (Meetings Administrator), Kim Hammond (Meetings Administrator), Trent Blakeman (Manager - Building Consents), Rochelle Deane (Manager - Environmental Services), Greg Wilson (Manager – District Planning), Richard Edmondson (Manager – Communications)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Chair Kelly Stratford opened the meeting with a Karakia.

**2 APOLOGIES AND DECLARATIONS OF INTEREST**

**COMMITTEE RESOLUTION 2020/19**

Moved: Cr Kelly Stratford  
Seconded: Deputy Mayor Ann Court

**That apologies from Mayor John Carter and Members Adele Gardner and Belinda Ward for their absence, and Cr Rachel Smith for early departure at 2pm, be received and accepted.**

**CARRIED**

**3 DEPUTATION**

None received for this meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3005555, pages 14-17 refers.

**COMMITTEE RESOLUTION 2020/20**

Moved: Deputy Mayor Ann Court  
Seconded: Cr David Clendon

**That the Regulatory Compliance Committee confirms that the minutes of the meeting of the Committee held 20 October 2020 are a true and correct record.**

**CARRIED**

## 5 INFORMATION REPORTS

### 5.1 ENVIRONMENTAL SERVICES: ALCOHOL LICENSING UPDATE

Agenda item 5.1 document number A2999512, pages 18 - 23 refers. Rochelle Deane spoke to this item and a presentation was given to the Committee. Document: A3048456 refers.

#### COMMITTEE RESOLUTION 2020/21

Moved: Cr Kelly Stratford

Seconded: Cr John Vujcich

**That the Regulatory Compliance Committee receive the report Environmental Services: Alcohol Licensing Update.**

**CARRIED**

### 5.2 UPDATE REPORT: BYLAW ENFORCEMENT

Agenda item 5.2 document number A3003300, pages 24 - 28 refers. Rochelle Deane spoke to this item. A presentation was given to the Committee. Document: A3048484 refers.

#### COMMITTEE RESOLUTION 2020/22

Moved: Cr Kelly Stratford

Seconded: Deputy Mayor Ann Court

**That the Regulatory Compliance Committee receive the report Update Report: Bylaw Enforcement.**

**CARRIED**

## 6 PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION 2020/23

Moved: Cr Kelly Stratford

Seconded: Deputy Mayor Ann Court

**That the public be excluded from the following parts of the proceedings of this meeting.**

**The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>6.1 - BCA Regulatory Compliance Update</b>	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED****SOUTHERN SHELTER**

Rochelle Deane delivered a presentation to the Committee on the Southern Shelter. Document: A3048458 refers.

**6.2 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING****COMMITTEE RESOLUTION 2020/24**

Moved: Deputy Mayor Ann Court

Seconded: Cr John Vujcich

**That the Regulatory Compliance Committee confirms that the following information and decision contained in the part of the meeting with the public excluded, be restated in public:**

- **Item 6.1 – BCA Regulatory Compliance Update.**

**CARRIED****7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

Chair Kelly Stratford closed the meeting with a karakia.

**8 MEETING CLOSE**

The meeting closed at 2:03 pm.

The minutes of this meeting will be confirmed at the Regulatory Compliance Committee Meeting held on 9 February 2021.

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**CHAIRPERSON**