

# SOUTH WAIRARAPA DISTRICT COUNCIL

22 FEBRUARY 2017

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## AGENDA ITEM C2

### POLICY REVIEW PROCESS

#### **Purpose of Report**

To present Council options in regards to review of internal policies.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Agree that policies noted in paragraph 2 be sent to Community Boards for review prior to presentation to Council*

#### **1. Executive Summary**

At the May 2016 Council meeting, the following resolution was passed:

Appendix 3 - Mayor's Report

COUNCIL RESOLVED (DC2016/73):

1. To receive the information
2. That no changes be made to our current delegations to community boards due to the closeness of elections.
3. That this paper be referred to the incoming Council in October 2016 for consideration.
4. That any proposed new policies or changes to current South Wairarapa District Council policy be referred to the three community boards for input before being presented to the Policy and Finance Committee for adoption.
5. That despite number 4 above, Council retains overriding authority to adopt a policy if it has not been presented at a community board meeting.  
(Moved Mayor Staples/Seconded Cr Napier) Carried

The operation of this policy has been reviewed and it is felt that while community board review is appropriate in some circumstances, it is not necessary or appropriate in all.

The six weekly meeting cycle for both Council and community boards does create some timing issues, for example if a policy is due for review and misses a round of community board meetings, it will result in a delay of over two months.

Minutes of recent meetings are presented to Council for information. Her Worship the Mayor may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

## **2. Discussion**

The criteria for excluding policies from community board review include: some policies are subject to public consultation, some are legislatively driven and cannot easily be changed, some are required to be written in a manner to assist officers in carrying out their duties, and some are not within the community boards are of influence.

It is recommended the following policies be referred to Community Boards prior to consideration by Council:

A1200 TOR South Wairarapa Community Boards

B100 SWDC Communications Strategy

C600 Naming of Public Roads, Private Roads, and Rights of Way

C700 Street Banners and Flags

E200 Hire of Council Facilities

E502 Community Groups Use of and access to Council Parks and Reserves

E700 Greytown Town Centre Policy on display of artworks (GCB Only)

E800 Urban street tree policy

E900 Graffiti Prevention and Management policy

F100 Management of Reserves and Domains

F200 Planting

F300 Swimming Pools

H200 Control of Dogs

H2000 Smoke Free Environments Policy

H500 Signage

J100 Promotion, Publicity, and media liaison

M700 Grants

M1000 Pain Farm Trust Lands income distribution (MCB Only)

Council can, of course, refer any policies to Community Boards / Maori Standing Committee for review at any time.

A full schedule of policies is available on our website rather than replicate here.

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