

# Draft Significance and Engagement Policy

**Meeting:** LTP Briefing  
**Date of meeting:** 10 June 2020  
**Reporting officer:** Shireen Munday, Senior Policy Analyst

## Purpose/Ngā whāinga

To present the draft Significance and Engagement Policy (SEP).

## Context/Horopaki

Council requested a review of the SEP. Presentations to Council in April and May have informed a draft Policy which is being presented for discussion, prior to finalising the proposal for consultation.

## Discussion/Ngā kōrerorero

At the April LTP Briefing an overview of the content requirements of an SEP, together with a proposed revised approach was outlined to Councillors for discussion. The proposed list of strategic assets was presented to Council at the May LTP briefing for direction.

Based on the discussion and feedback received at these meetings, staff have now drafted a revised Significance and Engagement Policy (Attachment A).

The Local Government Act 2002 (LGA) (s76AA) requires four components to be addressed in an SEP:

1. Determining 'significance' (page 10)
2. How Council will engage on matters with a high degree of significance (page 11)
3. How Council will engage on other matters (page 12)
4. Which assets Council deems to be 'strategic assets' (page 13)

Best practice approaches have been reviewed and incorporated into the draft SEP, including the context for the SEP and an overview of the key statutory consultation requirements of the LGA. It also details Council's obligations to Māori as part of its decision-making process and how Council intends to meet those obligations.

The draft SEP further describes the key principles Council will adhere to, to support its understanding of the views and preferences of the community when making decisions. A flowchart is also provided as an attachment to provide a quick overview of how the policy works.

## Key proposed changes

This section outlines the changes proposed to the four required components of the SEP. Council's current SEP is provided in Attachment B for comparison.

### 1. Determining Significance

Council's current SEP provides the framework for determining significance in clauses 2,3 and 4. How these three clauses are intended to interact is unclear. Financial matters are mentioned in all three clauses and it is also uncertain whether the financial thresholds are a yes/no proposition or should be considered as part of the overall assessment. Clause 2 includes three matters that are already subject to specific decision-making and engagement requirements under various provisions in the LGA.

The proposed changes retain the current judgement approach of the SEP, but combine all matters for consideration in one list, changes the financial criteria from dollars to percentages and clearly states that the degree of significance is determined through the degree of cumulative impact of the criteria. Some proposed amendments to the individual criteria are also made.

## 2. How Council will engage on matters with a high degree of significance

The current SEP makes a general statement that if a matter has been deemed to have a high level of significance, Council will undertake what it considers to be an appropriate form of engagement.

The draft SEP proposes to change this. It provides that for matters with a high level of significance, Council will consult in accordance with the requirements of S82 of the LGA. This is considered to provide clarity to both the community and Council regarding engagement expectations on matters of higher significance. Section 82 of the LGA provides the principles of consultation and is not highly prescriptive. This would then still allow Council to modify its engagement approach depending on the specifics of the matter.

## 3. How Council will engage on other matters

The proposed changes to this aspect are predominantly for clarification and now outline more clearly what Council will consider when determining what level of engagement is appropriate for matters that have less significance.

## 4. Strategic assets

The proposed changes were canvassed at the May LTP briefing and direction provided. The key proposed changes are the removal of pensioner housing and the inclusion of the stop bank network, as well as a rewording and grouping of existing strategic assets for clarification.

A presentation will be provided at the briefing to support the discussion.

## Next steps/E whaiake nei

A final draft SEP is scheduled to be presented to Council at the July meeting to be adopted as part of a Statement of Proposal for community consultation.

## Attachments/Ngā tapiritanga

	Title
A	Proposed Significance and Engagement Policy
B	Current Significance and Engagement Policy