

Significance and Engagement Policy review

Meeting: Council Briefing
Date of meeting: 7 April 2020
Reporting officer: Shireen Munday, Senior Policy Analyst

Purpose/Ngā whāinga

To present the key requirements of a Significance and Engagement Policy for discussion and questions.

Context/Horopaki

Council's Significance and Engagement Policy (the Policy) is a statutory requirement under section 76AA of the Local Government Act 2002 (the Act). Council last reviewed the Policy in 2018 (Attachment A). There is no statutory review requirement for the Policy, however Council requested a review in late 2019.

Discussion/Ngā kōrerorero

Purpose

The purpose of a Significance and Engagement Policy can be summarised as follows:

- to detail Council's general approach to determining the significance of a proposal or decision
- to provide details on how Council will engage with the community on matters that Council has determined to have a high level of significance
- to also provide details about how Council will engage with the community on matters that do not have a high level of significance
- to provide a list of Strategic Assets.

The Policy can be considered an agreement with the community on the above matters, as the Policy is adopted after public consultation in accordance with section 82 of the Act.

Process and implications

Should Council provide direction that it wishes to consider proceeding with a review, this has two key implications.

Firstly, the Policy has linkages to the consultation document of the Long Term Plan. Council is required to have regard to the Policy in terms of the content of the consultation document. Therefore, it is appropriate to complete the review prior to the development of this document. The review schedule has taken this matter into account.

Secondly, generally there is a requirement for Council to consult with the community before amending the Policy. This has also been considered in terms of the review schedule and can be accommodated.

More information around the schedule and timeframes will be provided at the briefing itself. Engagement with the public is currently scheduled for June/July but that can be amended to accommodate the evolving situation as a result of COVID-19.

Review process

Staff have completed a full review of the current Policy, as well as a detailed analysis of the legislative requirements, supported by a review of nine policies of other local authorities.

A presentation will be provided at the briefing to provide an overview of the key matters as indicated above, including a comparison between the current Policy wording and possible revised options.

Next steps/E whaiake nei

Based on the discussion and direction received at this meeting, staff will develop a full draft Policy for further direction at a future Briefing.

Attachments/Ngā tapiritanga

	Title
A	Kaipara District Council Significance and Engagement Policy 2018