

KAIKOURA DISTRICT COUNCIL MEETING HELD AT 9.00AM ON WEDNESDAY 17 FEBRUARY 2010, IN MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.

AGENDA

1. *Apologies*
2. *Matters of Importance to be raised as Urgent Business*
3. *Open Forum- Sessions for members of the public wishing to comment on items included in this agenda.*

The Council Meeting will adjourn following this item and will resume following the Finance and Policy Committee meeting.

4. *Minutes to be Confirmed:*

- *Council 16/12/2009* *page 82*

Reports to be Adopted:

- *Works & Services Committee 16/12/2009* *page 96*
- *Environmental Services Committee 16/12/2009* *page 98*
- *Finance and Policy Committee 16/12/2009* *page 102*
- *Tourism & Development Committee 9/12/2009* *page 104*
- *Social Services Committee 3/2/2010* *page 109*

Minutes to be Received

- *Hearings and Applications Committee 3/11/2009* *page 112*

5. *Matters arising from Confirmed minutes*

6. *Minutes Action List Update*

MEETING	ACTION REQUIRED	BY	DATE ACTIONED
	18 FEBRUARY 2009		
Council	Inform Council when submissions are due on Environment Canterbury's 1080 Resource Consent	District Planner	Resource Consent application not yet lodged.
	15 JULY 2009		
Council	Investigate future management of drains in the Kaikoura District	Asset Manager	Report included in Works and Services agenda refer page 3

7. *11.30am NZ Police Update*

- **An update from Kaikoura Police will be provided in Public Excluded**

8. *Youth Council*

- A representative from the Youth Council will be in attendance at 1pm to present this item.

9. *Public Forum*

TIME	NAME	SUBJECT
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10. *Canterbury Water Management Strategy Endorsement* *page 117*

- A representative of the Steering Committee will be in attendance at 1.30pm to present this item.
It is recommended that the Canterbury Water Management Strategy be endorsed.

11. *Recommendations from the Road Naming Subcommittee* *page 120*

12. *Proposed Amendments to the Kaikoura District Sign Bylaw* *page 124*

13. *Committee Updates*

14. *Mayor's Report* *page 126*

15. *Urgent Business*

16. *Council Public Excluded Session*

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting, namely

- Confirmation of Minutes of Council Public Excluded meeting on*
- New Zealand Police Update*
- Mayor's Report – Public Trust*

The general subject 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(1) and 7(2)(i) of the Local Government Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each to be considered	Reason for passing this resolution in relation to each matter	Grounds of the Act under which this resolution is made
Minutes of the Council Public Excluded meeting 16/12/2009	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Local Authority to deliberate in private on its decision or recommendation.	Section 48(1)(a) and 7(2)(b)(ii)
New Zealand Police Update	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Local Authority to deliberate in private on its decision or recommendation.	Section 48(1)(a) and 7(2)(c)(ii)
Mayor's Report – Public	The exclusion of the public from the	Section 48(1)(a)

Trust	whole or the relevant part of the proceedings of the meeting is necessary to enable the Local Authority to deliberate in private on its decision or recommendation.	and 7(2)(a)
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Endorsement Process

For Canterbury City, District and Regional Councils

24 November 2009

The “Strategic Framework” document of the Canterbury Water Management Strategy was published on schedule, on Thursday 5 November 2009. It was an update, with the benefit of the 70 submissions received, of the draft strategy published two months earlier.

Particular attention was given to the proposed governance structure of zone and regional committees and this aspect of the strategy was altered, mainly in operational terms, to accommodate concerns. Many other matters arising from submissions were considered relating to land use practices, auditing and review, existing consent holders, Water Conservation Orders, minimum flows and so forth. Responses to these points are summarised in Annex F of the Strategic Framework document and, where appropriate, alterations were made to the main text of the document.

Next Steps

Section 7 of the Strategic Framework document outlines a series of projects that are the “Next Steps” for the implementation phase of the strategy and which were extensively informed by submissions. It is important that these are noted by councillors.

1. **Zone boundaries** – extensive comments on boundaries and the transition programme were raised.

Position: discussions are to be held in coming months with adjacent local authorities and stakeholders before final zone boundaries are decided (by the Steering Group recommending to the Mayoral Forum)

2. **Targets** – indepth work on the targets is continuing with stakeholders including farmers, irrigators, environmental and conservation interests.

Position: this process will be allowed to reach its natural conclusion which is expected in early 2010. The final targets will be decided by the Steering Group recommending to the Mayoral Forum.

3. **Legal Powers** – this is a complex area requiring further and extensive analysis and consultation with government.

Position: no decision is expected on these matters until into 2010 at which point there will be discussion with local councils and stakeholders prior to a decision by recommendation of the Steering Group to the Mayoral Forum, in tandem with Central Government.

4. **Economic Assessment** – an economic model has been built for the purpose of assessing strategic options for water management and it is being reviewed.

Position: once reviewed, the assessment will be released publicly. As it is intended as an assessment instrument, no further work is possible until zone and regional implementation programmes begin to take shape.

5. **Financial analysis** – a financial analysis is being undertaken involving a wide spectrum of regional stakeholders. This will cover sources of funding for irrigation development and environmental protection and repair, the proposed Infrastructure and Services Entity and cost-levying on water.

Position: this report is in two stages and will involve public and stakeholder consultation. The decision-making process on these proposals has yet to be decided but will involve local authorities.

Points to be noted by councillors:

- Note: it is proposed that zone committees will operate under the Local Government Act as committees of adjacent councils and the regional council.
- Note: it is proposed that members of zone committees are appointed jointly by adjacent councils and the regional council with the advice of the Steering Group.
- Note: it is proposed that local councils and the regional council will jointly contribute to costs for environmental restoration and repair at the early stages of the implementation of the strategy but that ultimately those costs will be largely or wholly met from a water levy.
- Note: it is envisaged that ultimately some of the costs for the water executive would be met from water user charges.
- Note: one of the options for the formation of an Infrastructure and Services Entity involves local councils being equity holders in the entity. If councils are involved changes may be required to individual LTCCPs or a regional amendment to LTCCPs.

Endorsement by Local Authorities:

Local councils are respectfully requested to consider:

- endorsement of the Canterbury Water Management Strategy as published on 5 November, subject to satisfactory progress in resolving the ongoing matters outlined in the strategy document.
- Authorising the establishment of zone committees in line with the process outlined in the strategy document

CANTERBURY WATER MANAGEMENT STRATEGY

Mayoral Forum progress report 22 November 2009

With the delay in the Mayoral Forum, it is appropriate to provide Mayoral forum members with an update on progress of the Canterbury Water Management Strategy.

The Framework Document sets out the “Next Steps” in implementation of the Canterbury Water Management Strategy (Section 7). Many of these steps have tight deadlines for completion before the end of the year or early in the new year.

Each item on this list will be progressively signed off by the Steering Group and the Mayoral Forum at its next meeting will need to decide what items require its approval.

The drivers behind the brisk pace of the strategy is the desire of everyone for a solution and the need to maintain momentum, but particularly to provide Government with a direction for Canterbury with a view to securing government funding.

The next steps include:

- Endorsement by Councils and Ngai Tahu: Waimakariri District Council and Environment Canterbury have endorsed the strategy and consideration by other councils is being scheduled with most confirmed for their December meetings.
- Establishing the legal mandate for the water management committees and implementation programmes: The aim is to complete the discussions with Government by February 2010. A mandating workshop is scheduled for 30 November. Once proposals are refined this will be discussed with stakeholders and local authorities.
- Further work on the zone and regional committees so that they can be fully functional: this includes finalising terms of reference and practice guides, and, consultations on boundaries and timing of start up.
- Further work on the targets for completion by December 2009: The Targets subgroup is meeting on December 14. These will come back to the Steering Group for sign-off.
- Developing the economic modelling instrument for the comparison of water management scenarios: Refining the model and the analysis of one scenario is due by December 2009. An updated draft is currently being reviewed.
- Water Executive is to be in place in Environment Canterbury by February 2010: advertisements for initial positions including the Director have been placed and a selection panel involving Water Steering Group representatives is being established.
- The Immediate Steps programme for ecosystem protection and restoration is to be finalised and possible funding sources identified by March 2010.
- Business models for the Water Infrastructure Entity are being developed with a workshop of key interests on December 4.

There is also exploration of whether the Canterbury Water Management Strategy model can resolve the way forward for the Hurunui/Waiarau Zone.

There is strong central government interest in ensuring the momentum is maintained.

Recommendations from Road Naming Subcommittee

Naming of Road Harmon - Koura Bay Subdivision

The Road Naming Subcommittee met on 4 February 2010 to consider the naming of the new legal road created by the subdivision of Lot 2 DP 340790. Attached is a copy of a report provided to the Subcommittee.

Recommendation

It is recommended that the new section of legal road (Lot 19, Koura Bay subdivision) be named Koura Bay Drive.

Renaming of Old Beach Road, Hapuku

The Road Naming Subcommittee met on 4 February 2010 to consider the renaming of the disjointed section of Old Beach Road at Hapuku. Attached is a copy of a report provided to the Subcommittee.

Recommendation

It is recommended that the Hapuku section of Old Beach Road be renamed Hapuku Road.

MATTERS FOR RECOMMENDATION TO COUNCIL
ROAD NAMES HARMON- KOURA BAY KAIKOURA LIMITED – BAY PADDOCK
ROAD

Background:

On 10 June 2008 the Hearing and Applications Committee granted resource consent (file 18.1.465) to allow for the subdivision and development of Lot 2 DP 340790. The site is located on the southwest side of Bay Paddock Road. The subdivision involved the creation of a new section of legal road (Lot 19). The applicant is nearing completion of the development and seeks to name the new section of legal road. A copy of the site plan is attached as Appendix 1.

The Local Government Act 1974 provides as follows

319. General powers of councils in respect of roads

The council shall have power in respect of roads to do the following things:

(j) To name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road:

319A. Initial naming of roads

Where the council names any road for the first time, it shall, as soon as conveniently may be after doing so,—

(a) Advise the District Land Registrar of the land registration district within which the land is situated, who shall note his records accordingly; and

(b) Advise the Chief Surveyor of the land district within which the land is situated.

Name of a road is first addressed by the Road Naming Subcommittee who then makes a recommendation to the Council.

Typically road names would be suggested which reflect special features of the site or the history of the site or area. A list of suggested road names for use within the district was developed in 2005 this is attached as Appendix 2.

Suggested Road Names

The following road names have been suggested by the applicant on 29 January 2010:

- Koura Bay Drive
- Tenara View Drive
- Kowhai Drive
- Harmon Place

Recommendations:

That the Road Naming Sub-committee recommends to Council an appropriate road name for the area of new legal road to be vested.

MATTERS FOR RECOMMENDATION TO COUNCIL
ROAD NAME – OLD BEACH ROAD – HAPUKU

Background:

At the June 2009 Council meeting it was noted that problems had arisen with emergency services due to two disjointed sections of Old Beach Road. These problems have generally been at a regional level rather than at a local level. Regardless of this it is still considered confusing to have areas of Old Beach Road which are not connected and having the same/similar street number.

This report looks at the renaming of the Hapuku Settlement section of Old Beach Road.

The Local Government Act 1974 provides as follows

319. General powers of councils in respect of roads

The council shall have power in respect of roads to do the following things:

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(b) Advise the Chief Surveyor of the land district within which the land is situated.

Name of a road is first addressed by the Road Naming Subcommittee who then make a recommendation to the Council.

Given dwellings exist on both Old Beach Road, Kaikoura and Old Beach Road, Hapuku it has been suggested to rename the shorter section of Old Beach Road, Hapuku.

Landowners were written to on 23 June 2009 seeking comments on a suggested new road name for the area. Based on the outcome of this correspondence a further letter was sent 21 August 2009 suggesting that the name should be either Beach Street, Hapuku or Hapuku Road, Hapuku and asked if parties believe another name was appropriate.

The findings are listed below:

Suggested Road Name	Number of landowners in Agreement
Harakeke Road	1
Hapuku Settlement Road	1
Factory Road	1
Beach Street	1
Hapuku Road	3

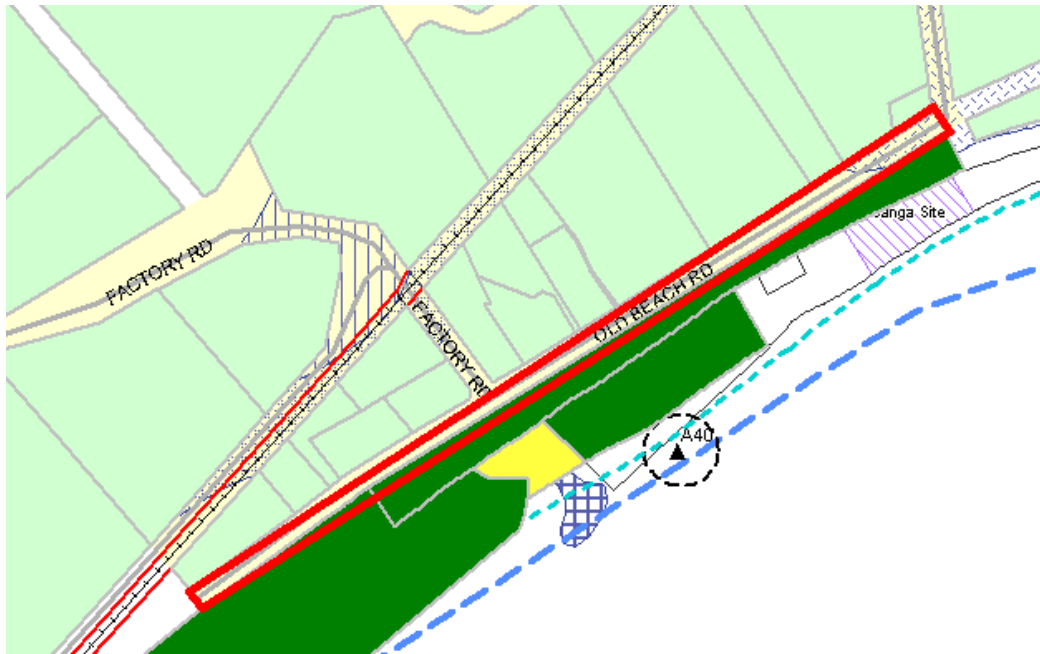
Although response was limited Hapuku Road was the clear favourite for the area. As a result of this a further letter was sent 13 November 2009 asking for any objection to be made to the suggested new name of Hapuku Road no later than 4th December 2009. No objections have been received.

Suggested Road Name

- Hapuku Road

Recommendations:

That the Road Naming sub-committee recommends to Council that the area of Old Beach, highlighted by the rectangle as marked on the plan below be renamed Hapuku Road.



Proposed Amendments to the Kaikoura District Sign Bylaw

The Kaikoura Signs Bylaw was made operative on January 2009. Though practical application of the new bylaw, it has become apparent that amendments are needed. Changes are proposed to give greater clarity and to give certainty to applicants and to Council's officers in processing consents.

Proposed Changes to the Bylaw-

All additions to the Bylaw are underlined. All deletions are noted in strikethrough.

1. Section 20.D

DIRECTIONAL SIGNS: STANDARDS (excluding signs on the State Highway)

1. Any sign for which a permit is granted to provide directions to any commercial activity, industrial zone or public facility shall be:

- a. Coloured to a recognised international standard; and
- b. ~~200mm x 0.5m~~ 225mm by 1.2m in dimension; and
- c. Contain only the name of the facility to which it relates.
- d. Not exceed three directional signs per post or location.

Reason for proposed amendment: The industry standard for directional signs is 225mm by 1.2m and this dimension is specified in the New Zealand Transport Agency Manual of Traffic Signs and Markings. This will enable applicants to order standardized signs which will lower the purchasing cost of these signs and keep the bylaw consistent with New Zealand Transport Agency (formerly Transit NZ).

2. 22.B. RESIDENTIAL ZONES: STANDARDS

A. RESIDENTIAL ZONES: ELIGIBILITY

1. A permit may be issued for ~~a~~ one sign to be displayed on any site in a residential zone if it complies with the relevant standards prescribed in Clause 22.B.

Reason for proposed amendment: It was the intention of this rule in the original draft that only one sign would be issued for any residential site to maintain residential amenity. This can be seen by the reduction of the visitor accommodation standard to one sign from two signs in the current bylaw within the residential zone. The change provides clarity for both the applicant and the processing officer.

B. RESIDENTIAL ZONES: STANDARDS

1. Subject to subclauses 22.B.2, 22.B.3 and 22.B.4 any sign permitted in a residential zone shall:
 - a. Have a maximum area of 1.0m² unless the site is located along State Highway 1 whereas the maximum shall be 2.0m²
 - b. Be no more than 3.5meters high.
 - c. Be attached to a building, or be freestanding
 - d. If located on a boundary fence, the area of the sign must be entirely within the area of the fence.
 - e. All external light fixtures illuminating a sign shall be shielded so that the light is confined to the surface of the sign and directed away from the public roadways and residential areas

f. Comply with Clause 20.A if located along the State Highway

Reason for proposed amendment: Signs located along fences are considered to be freestanding signs. The requirement that the sign be located wholly within the dimensions of the fence is to protect the amenity of the adjoining neighbour's property.

Process of amendment

Council resolved to undergo the process of amending Kaikoura District Signs Bylaw 2009 under the Sec 83 LGA 2002 and Sec 156 LGA 1974 on the 16th September 2009.

Submissions were called for. Submissions closed on the 18th December 2009 at 4pm. No submissions were received.

Recommendation

It is recommended that Council adopt the proposed changes to the Kaikoura Signs Bylaw in full effective from 17 February 2010.

Mayor's Report

Welcome back everyone..... to another year of local government. Noting that is what we were asked to do at the last election..... **govern.**

We have an extremely capable, efficient and dedicated team of management and staff through which our governance is mostly done and I look forward to another year of excellent working relations with that team. A reminder that community issues that you believe warrant staff time & input should be directed through our CEO or myself as Mayor in the first instance.

From this Office, I can say that the month of January 2010 has been relatively quiet with my involvement being pretty much answering day-to-day queries and concerns and directing these to the appropriate people.

Highlighted of course, should be **the opening of the wharf** on the 29th. Thanks to those who could attend. I believe it was a successful event –well organized and smoothly orchestrated (thank you Suzanne). Our MP, E. Can. chair and Runanga representatives were delighted to be involved with the public opening- something that we perhaps do not do enough of, at the appropriate times. I have received only positive comments regarding this day from community members who attended.

I have continued to be involved with the **Regional Transport Committee** via the full committee as well as the subcommittee for the hearing of submissions to the Draft Transport Plan. It seems the sole mission of this committee is to get a Strategic Plan formalized – as is the requirement set out by central govt. The meetings continue!

LGNZ has been instigating a series of **seminars for elected members**. A financial “know-how” seminar has done the rounds and will be extended (repeated?) and two others introduced. All 3 are: **Decision Making – Asset Management & Financial Governance**

These are billed as professional development seminars and are intended to add to the individual skills we all bring to the governance table. They are designed to be positive and skill enhancing. Check out www.lgnz.co.nz/knowhow and see if they interest you to the degree whereby you would like to attend.

The conversation regarding the site for **a new hospital** remains high on the community agenda as we await the CDHB to meet with council and management to offer its preferences for a site. I have had indication that the CDHB are working toward holding a public meeting in March.

I attended this year's first **Community Facilities Trust** meeting on Thursday the 4th. These meetings are moving forward toward a community aquatic centre being completed, I believe, very well.

To date the Trustees have:

- Prioritised an aquatic centre as the first major facility to be built.
- Passed a recommendation to the effect of moving forward with the aquatic centre concept with part of the land bordering Scarborough and Churchill Streets and the top of the Race Course embankment being the preferred site.
- Investigative site visits to various new(ish) aquatic facilities in other districts be undertaken asap. by the trustees.

Between writing this and next Council meeting I will be attending (as will most of you)-the first in a series of 2010-2011 annual budget workshops.

The first of the **“1080” council-initiated community workshops** will be held on Thursday 11th. We have engaged a facilitator/chair from outside the District to be in attendance. He is very knowledgeable of the information regarding 1080 from both sides of the issue, has chaired formal

hearings on the same consents processes and I believe will bring sense and sensibility to the table. A rather large & enthusiastic group of people (11) expressed their interest in attending the workshops and the Chair is confident he can work with that number. Noting that the attached terms of reference for the group clearly outline the purpose of the group.

For your information I have received **Annual Reports** from:

Dept of Labour – Environment Canterbury – Community Law Marl. – Ministry of Social Dev. – NZ Post – Earthquake Commission & The Families Commission.

All of which are ready and waiting for your perusal in my Office.

Cheers

Kevin