

# **MINUTES OF THE COUNCIL MEETING HELD AT 9.00AM ON 21 APRIL 2010 IN MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.**

**PRESENT:** Mayor K Heays (Chair), Councillors J Diver, D Holmes, N Pablecheque, J Ransley, M McChesney, J Macphail, B Woods.

**IN ATTENDANCE:** S Grant (Chief Executive Officer), S Syme (Executive Officer).

## **1. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS**

1) Freedom Camping (Councillor Macphail)

## **2. OPEN FORUM**

### **Kaikoura Historical Society**

Representatives of the Kaikoura Historical Society were in attendance to present this item. D Smith advised the Historical Society wished to support the proposed amendment to the Long Term Council Community Plan and the proposed location of the Kaikoura Museum. He advised the Historical Society had started the drive for a new location for the museum in 2000 and a development partnership had been agreed with Council in 2004.

D Smith advised a Museum in the town was extremely important but protection of history was more important. He advised the Runanga had come on board with the Historical Society and wished to be part of the Museum. He further advised having the Museum situated in a complex allowed for the long term sustainability of the museum if volunteer numbers dwindled. It was noted foot traffic would be a lot higher in the West End and this would increase revenue. The Historical Society wished to ensure the Museum would be here in another 50 to 100 years and they believed the venture would allow that to happen.

P Garbes advised the Historical Society had been formed in 1968 and had opened in 1971. During the flooding event of 1993 she advised ninety percent of the items located in the large shed had been underwater and they would not stand another flood. She further advised archives needed to be stored in an even temperature controlled room.

P Garbes advised the Museum currently housed over 20,000 photos and many thousand other items. She explained each item was required to be catalogued and to catalogue each item took 40 minutes. Ninety percent of the museum had been completed. P Garbes had been a volunteer for 30 years. Councillor McChesney advised she was impressed with the dedication of the Historical Society over the years and in hard times and it was nice to see a light at the end of the tunnel.

D Smith advised the Museum would be seeking advice from Te Papa and believed there may also be an opportunity for funding through them. The

aim was to fit out the museum economically and correctly. Mayor Heays advised Kaikoura High School were looking for community projects for some of their students. D Smith advised the Historical Society were trying to get schools involved with the Museum and noted most of the schools who currently visited the museum were from out of town.

*The Council meeting adjourned at 9.22am and resumed at 11.11am*

### **3. CONFIRMATION OF MINUTES**

**Council 17/3/2010**

*Moved by Councillor Woods, seconded by Councillor McChesney and resolved that the minutes of the Council meeting held on 17 March 2010 be confirmed as a true and accurate record.*

### **4. ADOPTION OF REPORTS**

**Works and Services Committee 17/3/2010**

*Moved by Councillor Holmes, seconded by Councillor Ransley and resolved that the report of the Works and Services meeting held on 17 March 2010 be adopted.*

**Environmental Services Committee 17/3/2010**

*Moved by Councillor Ransley, seconded by Councillor Woods and resolved that the report of the Environmental Services meeting held on 17 March 2010 be adopted.*

**Finance & Policy Committee 17/3/2010**

*Moved by Councillor Pablecheque, seconded by Councillor Macphail and resolved that the report of the Finance and Policy Committee meeting held on 17 March 2010 be adopted.*

**Social Services Committee 7/4/2010**

*Moved by Councillor McChesney, seconded by Councillor Woods and resolved that the report of the Social Services Committee meeting held on 7 April 2010 be adopted.*

**Tourism & Development Committee 10/3/2010**

*Moved by Councillor Macphail, seconded by Mayor Heays and resolved that the report of the Tourism and Development Committee meeting held on 10 March 2010 be adopted.*

### **5. MATTERS ARISING FROM CONFIRMED MINUTES**

#### **Peketa Flooding**

Councillor Holmes tabled a letter which had been received from Environment Canterbury regarding flooding at Peketa. A further meeting of the steering group would be held once a report had been received from ONTRACK.

#### **Ocean Ridge Plan Change**

The Chief Executive Officer advised the proposed Plan Change had been notified with the third installment of rates, was on the Council website

and would be advertised in the Kaikoura Star. Submissions on the plan change closed on 21 May 2010.

**6. APPROVAL OF THE DRAFT ANNUAL PLAN 2010/2011 AND THE PROPOSED AMENDMENT TO THE LONG TERM COUNCIL COMMUNITY PLAN 2009-2019 FOR PUBLIC COMMENT**

The Chief Executive Officer advised there were two items to be approved. One was the amendment to the Long Term Council Community Plan. An amendment to this document had been required as Council wished to move forward the construction of the Museum and also because costs had increased substantially public consultation was required.

The Chief Executive Officer advised in terms of the Annual Plan the aim was to continue as per the Long Term Council Community Plan and keep the overall rates increase to around 3% in terms of what Council required. It was noted individual rates would fluctuate due to the September 2009 revaluation. Changes regarding the Museum would mean an overall increase in the rates requirement of 3.6%. For the bulk of the community there would be rate decreases however a smaller percentage of the community would receive an increase of more than 3%.

***Moved by Councillor Macphail, seconded by Councillor Pablecheque and resolved that Council adopt the Draft Annual Plan 2010/2011 and the proposed amendment to the Long Term Council Community Plan 2009-2019, to be released for public comment.***

The Chief Executive Officer advised Council was required to advertise rates inclusive of GST, if the government's decision was to change the GST percentage then there would be an issue and Council would work with other agencies to find a solution. He further advised there was a requirement to have forecast assumptions in the draft Annual Plan and rather than each Council hiring an economist BERL forecasts were used for inflation assumptions. The Finance Manager advised the Emissions Trading Scheme was mentioned in the forecasting assumptions as there could be a financial impact if the Clarence forest was logged and not replanted.

Mayor Heays enquired as there was no Environment Canterbury election to be held in 2010 how this would be dealt with in the Annual Plan. The Chief Executive Officer advised there had been no adjustment made in the draft Annual Plan. He advised there would still be a District Health Board election and there may be an adjustment in what they were charged and he did not think the impact would be major.

**7. COUNCIL PUBLIC EXCLUDED**

***Moved by Councillor Woods, seconded by Mayor Heays and resolved that the public be excluded from the following parts of the proceedings of this meeting, namely***

*a. New Zealand Police Update*

*The meeting adjourned for lunch at 11.59am and resumed at 1.00pm*

**8. YOUTH COUNCIL**

E Parkinson and the Community Development Officer were in attendance to present this item. E Parkinson tabled a report from the Youth Council.

E Parkinson advised he along with two other representatives of the Youth Council had attended the Youth in Local Government Conference in Porirua. The theme of the conference was 'Total Expression: Expressing yourself to youth, community, council and beyond'. He advised a lot had been learned at the conference and also from other youth councils around the country and a list of ideals to work towards had been created which included youth influencing Council policies.

*Councillor McChesney entered the meeting at 1.05pm.*

E Parkinson advised the Ministry of Youth Development had approved funding of \$5,000 for a Kaikoura Youth Forum which would be focused around events and leadership training. The Community Development Officer advised the Youth Council had decided they would like to help the Mayfair Theatre and the forum would be held there. The Seafest Committee and the Lions of Seaward Kaikoura were identified as groups who ran high quality events and they would impart knowledge to the Youth Council as part of the forum. Youth would be encouraged to design an event with the judged winner receiving \$1,000 to implement and run their event with mentor support.

E Parkinson advised Youth Week events would be held in the last week of May. \$1,000 worth of funding had been applied for and Youth Council hoped to involve youth from preschool through to almost adults. Youth Council was looking to hold two smaller events and games and a dance party had been suggested.

E Parkinson advised he believed the Kaikoura Youth Council was working well in comparison to the large city Youth Council's and he attributed this to Kaikoura being quite active and because all members had volunteered to be a part of the Youth Council.

Mayor Heays advised he was interested in the desire of the Youth Council to become involved in Council affairs. E Parkinson advised a number of other Youth Council's had a representative who attended Council meetings and kept youth updated on what was interesting. Mayor Heays suggested Youth Council could come up with a proposal on how this could be done and congratulated E Parkinson on the excellent report and progress Youth Council had made.

## ***9. LICENCE TO OCCUPY SITES – ALLOCATION CRITERIA***

The Chief Executive Officer advised Council had previously agreed to allocate sites for mobile shops to be able to operate from dawn to dusk during the license period. He advised the current licenses expired on 30 June 2010. It was anticipated there would be more expressions of interest than sites available for the new licence year. To make the allocation of sites straight forward for applicants and staff, Council could set criteria for the allocation of sites. He enquired if Council was happy for there to be just coffee carts operating next to each other and would Council like to nominate a number of days the operator was required to operate during the year. He advised there was concern someone could apply and hold three sites but not end up using them. He further advised the aim of the mobile shop sites was to create a vibrant foreshore and staff needed to know what sort of stalls Council wished to see.

Councillor McChesney advised she did not mind what was being sold from the sites as long as the stall holders stayed on site. Councillor Diver enquired if it was an issue if a mobile shop holder only operated once a week. Councillor Macphail advised he would like to see a variety of stalls.

Councillor Pablecheque enquired how alcohol would be controlled. The Chief Executive Officer advised to sell alcohol a liquor license and landowner permission would be required. Councillor Pablecheque enquired if Councillors wished for operators to be able to sell a bottle of wine with food. Councillor Diver advised he would like to see an alcohol sale ban.

The Chief Executive Officer advised if Council had any concerns regarding the operating of licenses to date then it would be good to address these issue prior to issuing new licenses on 1 July. The Chief Executive Officer advised the more monitoring required the higher the costs.

Councillor McChesney felt pro rata of the License fee should be allowed. The Chief Executive Officer advised if pro rata of the license fee was allowed then people may only decide to use the site for three months. Councillor McChesney enquired why a person could not acquire a license for twelve months from the date of application if a site was available. Councillor Diver enquired what was stopping Council from extending the number of sites available.

It was decided this item would be carried over to the following month's agenda for further discussion.

## ***10. DELEGATION IN TERMS OF THE LOCAL GOVERNMENT (RATING) ACT 2002.***

The Chief Executive Officer advised the current rating delegations required updating due to a change in staff titles and a requirement for each section of the Rating Act to have a delegation. He advised a lot of the delegations were procedural and Council was still required to make

the decision with regard to rating sales. The Chief Executive Officer explained the delegations with reference to the Rating Act.

***Moved by Councillor Macphail, seconded by Councillor Pablecheque and resolved that Council adopt delegations in terms of the Local Government (Rating) Act 2002 as outlined in the following schedule.***

#### DELEGATIONS

+ = **and** (requiring two or more parties to reach agreement)  
 , = **Either** (requiring only one of the listed parties)

<b>Section</b>	<b>Details for Power</b>	<b>Delegations</b>
27 (5)	<i>The decision on whether to divide rating units and the methodology for division.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
28 (2)	<i>The decision on whether the disclosure of the name of any person is necessary to identify a rating unit.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
29	<i>Authority to determine objections to the RID.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> </ul>
35	<i>Authority to remove a name from the RID.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
39	<i>Authority to determine objections to rates records.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
40	<i>Authority to correct errors in the RID and Rate Records.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
52	<i>Authority to agree methods of payments for rates.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
54	<i>Authority not to collect small amounts that are uneconomic to collect.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
61	<i>Authority to collect unpaid rates from the owner.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
62	<i>Authority to collect unpaid rates from persons other than the owner.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
63	<i>Ability to commence legal proceedings for the recovery of rates that are in default.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
67	<i>Commencement of rating sale or lease provisions.</i>	• <b>No Delegation – Council Decision</b>
72	<i>Authority to sell land by private treaty.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> </ul>
77-83	<i>Authority to sell abandoned land.</i>	• <b>Chief Executive Officer,</b>

		<ul style="list-style-type: none"> <li>• <b>Finance Manager,</b></li> </ul>
85/87/114/ 115	<i>Authority to administer rate remission and postponement policies.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> </ul>
99	<i>Authority to apply for charging orders.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> <li>• <b>Rates Officer,</b></li> </ul>
135	<i>Authority to sign documents for court proceedings.</i>	<ul style="list-style-type: none"> <li>• <b>Chief Executive Officer,</b></li> <li>• <b>Finance Manager,</b></li> </ul>

## **11. COMMITTEE UPDATES**

### **Gravel Extraction Liaison Committee**

Councillor Holmes advised he had attended a meeting of the Gravel Extraction Liaison Committee in April. He advised the meeting was the last one for Councillor Jane Demeter of Environment Canterbury who was the chairperson of the committee.

Councillor Holmes explained a levy was charged on gravel extracted from rivers. Money collected was used in conjunction with rates to survey rivers and provide flood protection works and he believed this was working really well. He advised the plan included the Kowhai River however this would not be undertaken until the following year due to reduced work and funding.

### **Tasman Regional Sports Trust**

Councillor Diver advised he had attended a meeting of the Trust who had undertaken a strategic planning exercise. He advised SPARC had signed off on how kiwisport would be run and \$200,000 would be distributed over the next twelve months. He further advised schools and sports groups could apply for funding but the activities were required to be school based with 32 applications received to date.

Councillor Diver advised an event coordinator had been employed to help organise sporting events in the region.

### **Innovative Waste Kaikoura**

Councillor Diver tabled a report from Innovative Waste. He advised current diversion rates were at 73%. He advised the new shed construction had commenced with the floor laid the previous week.

### **Kaikoura Health Facilities**

Councillor Woods advised Felicity Woodham of the Canterbury District Health Board had met with staff from the Kaikoura Hospital and ideas regarding the footprint and what was required within the facilities were still being discussed. She advised no decisions had been made as yet.

### **Maori Advisory Committee**

Councillor Woods advised the Committee was making progress on how to get Maori to vote and stand for Local Government. She advised the Minister of Maori Affairs and another government speaker would be meeting with the committee. She further advised the committee would

role over until January 2011 whether or not the members were reelected through Local Body Elections.

**Environment Canterbury Commissioner**

Mayor Heays advised he had met with Dame Margaret Bazley the previous Monday. He advised she had wished to receive confirmation of what Council had said in the past.

**12. URGENT BUSINESS**

**1) Freedom Camping**

Councillor Macphail advised Freedom Camping had been raised again and Kaikoura did not seem to be doing anything about it. Mayor Heays advised some districts were taking quite a firm line now and spending money on monitoring and advised the common theme was if you don't have a toilet then don't stop. He further advised freedom camping was an item on the agenda of the upcoming zone meeting. Councillor Macphail advised Council needed to listen to the community.

The Chief Executive Officer advised the Traffic Warden had asked people to move on over the summer period. Campers had been advised of the rules regarding freedom camping and there had been no issues with angry campers. Councillor Macphail suggested an information board may be of some help. The Chief Executive Officer felt there was no reason why an information board could not be placed at either the racecourse or Mill Road corners.

The Chief Executive Officer advised pamphlets were sent to campervan companies to place in their hire vans however there was no requirement for companies to display the pamphlets. Mayor Heays advised the theme of the national campaign had been 'ask a local'. Mayor Heays would report following the zone meeting on discussions around freedom camping.

**13. COUNCIL PUBLIC EXCLUDED**

*Moved by Mayor Heays, seconded by Councillor Macphail and resolved that the public be excluded from the following parts of the proceedings of this meeting, namely*

*a. Confirmation of Minutes 17/3/2010*

*There being no further business the meeting closed at 2.59pm.*