

**MINUTES OF THE COUNCIL MEETING HELD AT  
9.00AM ON WEDNESDAY 20 JULY 2011 IN MEMORIAL  
HALL SUPPER ROOM, ESPLANADE, KAIKOURA.**

**PRESENT:** Councillor N Pablecheque (Deputy Chair), Councillors J Diver, D Holmes, G Harmon, J Macphail, D Morgan.

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

**1. APOLOGIES:** Mayor W Gray, Councillor S Burrows

*Moved by Councillor Macphail, seconded by Councillor Harmon and resolved that apologies be accepted.*

**2. OPEN FORUM**

No members of the public wished to speak in the open forum.

*The meeting adjourned at 9.02am and resumed at 10.51am.*

**3. CONFIRMATION OF MINUTES**

**Council 15/06/2011**

*Moved by Councillor Macphail, seconded by Councillor Morgan and resolved that the minutes of the Council meeting held on 15 June 2011 be confirmed as a true and accurate record.*

**Extraordinary Meeting 20/06/2011**

*Moved by Councillor Macphail, seconded by Councillor Morgan and resolved that the minutes of the Extraordinary Council meeting held on 20 June 2011 be confirmed as a true and accurate record.*

**Extraordinary Meeting 29/06/2011**

*Moved by Councillor Macphail, seconded by Councillor Morgan and resolved that the minutes of the Extraordinary Council meeting held on 29 June 2011 be confirmed as a true and accurate record.*

**4. ADOPTION OF REPORTS**

**Works and Services Committee 15/06/2011**

*Moved by Councillor Holmes, seconded by Councillor Harmon and resolved that the report of the Works and Services meeting held on 15 June 2011 be adopted.*

**Environmental Services Committee 15/06/2011**

*Moved by Councillor Pablecheque, seconded by Councillor Morgan and resolved that the report of the Environmental Services meeting held on 15 June 2011 be adopted.*

**Finance & Policy Committee 15/06/2011**

*Moved by Councillor Macphail, seconded by Councillor Holmes and resolved that the report of the Finance and Policy Committee meeting held on 15 June 2011 be adopted.*

**Social Services Committee 06/07/2011**

*Moved by Councillor Morgan, seconded by Councillor Harmon and resolved that the report of the Social Services Committee meeting held on 06 July 2011 be adopted.*

**Tourism and Development Committee 08/06/2011**

*Moved by Councillor Harmon, seconded by Councillor Pablecheque and resolved that the report of the Tourism and Development Committee meeting held on 08 June 2011 be adopted.*

**5. REVIEW OF REPRESENTATION ARRANGEMENTS**

The Chief Executive Officer advised every six years Councils were required to review representation arrangements. Currently the Mayor and 7 Councillors were elected at large in the Kaikoura District. Council could continue with the same policy or they could resolve to establish wards. He advised prior to 1989 Council used to have a series of wards but this was changed as part of the reorganization. He further advised Kaikoura had not had a boom in population and there had been no request for a change in representation. It was noted if Council was to look at wards the voting population was supposed to be similar within each ward. The Kaikoura township had the bulk of electors therefore it would be difficult to get a balance.

*Moved by Councillor Diver, seconded by Councillor Morgan and resolved that for the 2013 and 2016 local body elections for the Kaikoura District Council the election of members continue to be made on an at large basis and the number of members continue to be one Mayor plus seven members.*

**6. TOURISM AND DEVELOPMENT STRATEGIC PLAN 2011-2016**

Councillor Harmon advised the Tourism and Development Committee had redeveloped the Strategic Plan as there had been a lot of confusion and there were a number of plans. He felt the new document was very workable.

*Moved by Councillor Harmon, seconded by Councillor Macphail that Council approve the Tourism and Development Committee Strategic Plan 2011-2016.*

**Discussion:**

Councillor Morgan advised she had an issue with the Strategic Plan as it did not address economic development in terms of employment, education and training and was based on tourism. She advised Council was charged with economic development. Councillor Macphail advised Councillor Morgan's concerns had been addressed and as development opportunities came along the Tourism and Development Committee

would support them. He advised the Committee was not excluding economic development but they were not in a position to drive development. Councillor Harmon noted economic development was included in the Plan priorities.

Councillor Morgan advised she would support the plan as a Tourism Committee Plan but not from a development perspective. She felt perhaps there was not a good understanding of what economic development was. Councillor Harmon advised as far as developing business in Kaikoura proposals normally went via officers of Council. Councillor Morgan advised economic development was looking at quality of living, wealth and employment and training and was about being more proactive and supportive.

The Chief Executive Officer advised the Strategy was fine from a Tourism perspective. He advised in order to bridge the gap between Australia and New Zealand with regard to money generated per person tourism numbers would need to increase by a factor of three. Small innovative technology based companies could generate more wealth per person from a smaller carbon footprint. He felt there was a need to start looking at different business models in the community. Why people want to live here, education systems and good broadband should be worked on and developed so high net worth individuals could be attracted to Kaikoura. These people would not produce anything in the area but would bring income into the community.

Councillor Harmon advised he did not know how tourism and development could be all things for everyone. He advised the Committee was made up of volunteers and was already quite time consuming. Councillor Macphail advised the Committee were trying to identify things they could achieve at the moment and would welcome anything outside of the Strategic Plan.

*The motion was put and carried.  
Against: Councillor Morgan*

## **7. PROPOSED CHANGES TO THE KAIKOURA SIGN BYLAW**

The Planning Officer was in attendance to present this item. She advised the Sign Bylaw was supposed to be an efficient and cost effective way of policing signage in the District.

### **Directional Signs**

A change to direction signs was proposed to allow the Asset Manager to erect more than three directional signs on a post if he/she felt it was safe. An example provided was the intersection of Esplanade and Yarmouth Street. Councillor Harmon advised he was not sure he was happy with this being at the absolute discretion of the Asset Manager. He advised he would like the Bylaw to include 'or by resolution of Council'. The Chief Executive Officer advised if it became apparent there was an issue with one individual making the decision then Council could look at changing

the Bylaw. He advised if Council was not happy with one individual the decision could be delegated to the Asset Manager and one other.

The Planning Officer advised the Bylaw was an absolute document. She suggested the Bylaw could state Road Engineer rather than Asset Manager because it was a road safety issue. It was confirmed the clause related to directional signs and not those advertising businesses.

***Moved by Councillor Harmon, seconded by Councillor Holmes and resolved that the word 'absolute' be removed from 20.5(d) of the proposed changes to the Bylaw.***

***Against: Councillor Diver***

### **Sandwich Boards in Certain Residential Areas**

The Planning Officer had suggested the Bylaw be changed to allow sandwich boards in residential areas on Beach Road, Churchill Street and the Esplanade. She noted these were high traffic areas and there was a lot of non-compliance. She advised Council may like to look at changing the Bylaw because it appeared the community was not behind the current rule.

Councillor Diver felt the status quo should remain with regard to sandwich boards in residential areas. He advised most people had a sign and he did not think there was a need to have signs on the footpath in a residential area and footpaths were made for walking on. Councillor Harmon noted sandwich boards started to look untidy quite quickly. Councillor Diver suggested the removal of clause 22.b from the proposed changes to the Bylaw.

The Planning Officer advised the proposed changes to the Bylaw would be released for public consultation. The Chief Executive Officer advised Council needed to be happy with what was being released for public consultation because if no submissions were received the proposed changes would be the ones put in place. The Planning Officer suggested an alternative where a residential property could have a free standing sign or a sandwich board. This would provide a way of having a sandwich board in a residential area without having additional signs.

***Moved by Councillor Diver, seconded by Councillor Harmon that one sign permit may be issued for either a free standing sign on the property or a sandwich board on the footpath outside the property in the residential zone if it complies with the relevant standards as set out in clause 22.B.***

***Moved by Councillor Macphail, seconded by Councillor Holmes and resolved that Council under section 86 and 156 of the Local Government Act 2002 undertake special consultation to amend the Kaikoura Signs Bylaw 2009 as shown below;***

## 1. Directional Signs

### 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. 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 except at the discretion of the Council's Asset Manager.

## 2. Sandwich Boards in Residential Areas

### 1. PURPOSE

*Signs located on footpaths have the potential to impede pedestrian access. In particular, signs located on footpaths in the West End commercial area have the potential to have adverse effects on pedestrian safety due to the number of businesses and the number of people using the footpaths in this area. An issue was also raised with safety for sight impaired pedestrians. For this reason A-frame or sandwich board signs require a permit under the Signs Bylaw ~~and are not permitted in the residential areas.~~*

### 18. PROHIBITED SIGNS

- a. ~~Sandwich boards outside of any business zone or the Kaikoura Peninsula Tourism Zone~~

### 22..A. RESIDENTIAL ZONES: ELIGIBILITY

No more than one permit may be issued per site for either:

A sign which is compliant with the relevant standards 22.B.1-4 or for a sandwich board which complies with the relevant standards 22.B.5

4. Subject to standards 22.B.2 Visitor accommodation in a residential zone a permits may be issued for:

- a. One sign which identifies the site and has a maximum area of 1.0m<sup>2</sup> unless the site is located along State Highway 1 whereas the maximum shall be 2.0m<sup>2</sup> **and**
- b. One sign which contains the words "vacancy" or "no vacancy" and does not exceed 1m x 0.15m in dimension;
- c. 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.

### Clause 22.B.5

- a. The sandwich board shall:
- b. Not be illuminated.
- c. Have a maximum height of 800mm and width of 600 mm

- d. Be located against the curb edge and perpendicular to the curb
- e. Not be closer than 2m from any utility including telephone boxes, power poles, post office boxes.
- f. Provide at least 1.4m clear passage on footpaths from the kerb, where there is no footpath, the sign shall be located so as to allow clear pedestrian passage without the need to enter the carriageway or located on the site to which they relate.
- g. Comply with Clause 20.A if located along the State Highway.

### 3. Definitions

**Freestanding-Flag** means a sign intended for the purposes of advertising or to attract attention but which is usually mounted on a flagpole or similar device and which is usually made from fabric, textile or cloth. National flags are not considered **freestanding**-flags for the purpose of this by-law.

Remove all other references in the bylaw to *freestanding* in front of the word flag in the bylaw.

**Sandwich board** ~~means is a two-sided sign that is a self-supporting and portable sign. They are also called footpath signs. Sandwich boards are only allowed in the business zones and the Kaikoura Peninsula Tourism Zone.~~

### 4. Prohibited signs

- i) More than one sandwich board per 100 metres or part thereof **per business frontage**, displayed on any footpath or business if no footpath is present
- ~~e. Sandwich boards outside of any business zone or the Kaikoura Peninsula Tourism Zone~~
- o. Noise signs.

### 5. Minimum sizes for signs on buildings in the business zones

#### A. ADVERTISING FACE AREA: STANDARDS

**Please refer to definition of advertising face area in section 5.1**

- 1. ~~In the Business A, Business B, Business C, Kaikoura Airfield, Business Park and Mixed Use Area of the Ocean Ridge Comprehensive Living Zone with the exception of the business-a zone located between Avoca Street, The Esplanade and Wakatu Quay including the wharf area,~~ the sign area of the Primary Face shall not exceed:
  - a. 15% of the advertising face area or 15m<sup>2</sup> whichever is less. All signs may be a minimum size of 1m<sup>2</sup> regardless of the size of the building.
  - b. If the building is located on a corner, each advertising face area parallel to the road may have a maximum combined area of 20% of the area of the combined face areas with either side having no more than 15% of the area of its particular face. or 10m<sup>2</sup> for each face whichever is less.

2. *The sign area of each Secondary Face shall not exceed 15% of the advertising face area or 5m<sup>2</sup> whichever is less.*
3. *If more than one business shares a building, each business frontage shall receive a share of advertising face area proportional to the area that the business occupies within that advertising face area. Each business may have a sign with a minimum area of 1m<sup>2</sup> regardless of the size of the building.*
4. ~~*In the Business A and Mixed Use Area of the Ocean Ridge Comprehensive Living Zone and the business b zone located on Avoca Street, The Esplanade and Wakatu Quay including the wharf area, the sign area of any primary and secondary face of a building shall not exceed 15% of the advertising face area or 5m<sup>2</sup> whichever is less.*~~

*The meeting adjourned at 12.10pm and resumed at 1.00pm.*

#### **8. PROPOSED CANTERBURY REGIONAL POLICY STATEMENT**

M Langman was in attendance to present this item. He advised he had been working on the Regional Policy Statement for two and a half years. He provided an overview of the chapters of the plan and areas where changes had been made as a result of feedback on the document. M Langman noted the Kaikoura District Plan already gave effect to most of the Regional Policy Statement.

The Chief Executive Officer noted the natural hazard section was about avoiding development where there were known natural hazards and he asked if a conflict was seen with the land use section where the focus was on limiting new settlements. M Langman advised there was the potential to look at ground mediation to mitigate issues. He further noted it was up to territorial authorities to determine their definition of a settlement. It was noted notification of the Plan had taken place on the 18<sup>th</sup> of June and submissions would close on the 15<sup>th</sup> of August 2011.

M Langman wished to acknowledge the input to the plan by Councils District Planners

#### **9. BASKETBALL HALF COURT**

The Kaikoura Youth Council had requested permission to build a basketball half court next to the children's play area in Churchill Park. The Chief Executive Officer advised feedback on the proposal had generally been positive.

*Moved by Councillor Harmon, seconded by Councillor Holmes and resolved subject to confirmation a half basketball court would not create a hazard for the Westpac Rescue Helicopter service Council grant permission for Youth Council to build a basketball half court in Churchill Park in the location provided for on the map included in the agenda.*

## **10. COMMITTEE UPDATES**

### **Kaikoura Zone Water Committee**

Councillor Holmes advised he had attended the Kaikoura Zone Water Committee selection evening and the applicants had all been of a very high caliber. It was noted the launch and orientation of the Committee had been held the previous Friday and Saturday.

### **Kaikoura Airport Committee**

Councillor Harmon noted there were a few things happening at the Airport with the main item being the construction of the new hangar.

### **Mayfair Theatre**

Councillor Morgan advised the Mayfair Theatre Trust had been grateful for the grant received from Council. They were now looking at more active fundraising for the computerized system.

### **KITI**

Councillor Pablecheque advised the Kaikoura Information and Tourism Incorporated Annual General Meeting would be held in a couple of weeks. Two members were not standing therefore two new committee members were required.

## **11. DRAFT POLICY ON STOCK UNDERPASSES, CROSSING AND RACES ON ROAD RESERVE AND DRAFT STOCK CROSSING BYLAW**

The Asset Manager provided an overview of changes made to the draft Policy and Bylaw as a result of the hearing and deliberation of submissions held on the 20<sup>th</sup> of June. It was noted in the draft Bylaw guidelines there was a requirement to hold stock back 50metres from the road exit point prior to entering a race or road. It was generally felt this did not work particularly well.

*Moved by Councillor Diver, seconded by Councillor Macphail and resolved that Council adopt the draft Policy on Stock Underpasses, Crossing and Races on Road Reserve and Draft Stock Control Bylaw to become operative on the 1<sup>st</sup> of August 2011 subject to the following being removed from the guidelines of the Bylaw;*

*From bullet point 2 ‘and also, 50 metres back from the race boundary’ and;*

*Bullet point 7 ‘Stock shall be held back 50 metres from the road exit point prior to entering a race or crossing the road;’.*

## **12. COUNCIL PUBLIC EXCLUDED**

*Moved by Councillor Harmon, 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 15/06/2011*
- b. Confirmation of extraordinary minutes 29/06/2011*

*There being no further business the meeting closed at 3.12pm.*