

# ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 15 MARCH 2006 IN MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.

## AGENDA

1. *Apologies*

2. *Matters of Importance to be raised as Urgent Business*

3. *Matters Arising from the Report of 15/02/2006*

*page 90*

4. *Minutes Action & Issues List Update*

<b>MEETING</b>	<b>ACTION REQUIRED</b>	<b>BY</b>	<b>DATE ACTIONED</b>
	<b>15 FEBRUARY 2006</b>		
Environmental Services	Inform the public of their responsibilities to the Litter Act via local newspaper	Linda	In Progress
Environmental Services	Investigate, review and report back on existing signage within district	Nicole	In Progress
Environmental Services	Update on progress of two applicants for retrospective sign consent *	Kd	In Progress

5. *Environmental Services Report*

*page 18*

- *Building*
- *Resource Planning*
- *Monitoring*
- *District Planning*
- *Environmental Development*
- *Environmental Health*
- *Environmental Services Budget Report*

6. *Resource Consent Update*

*page 46*

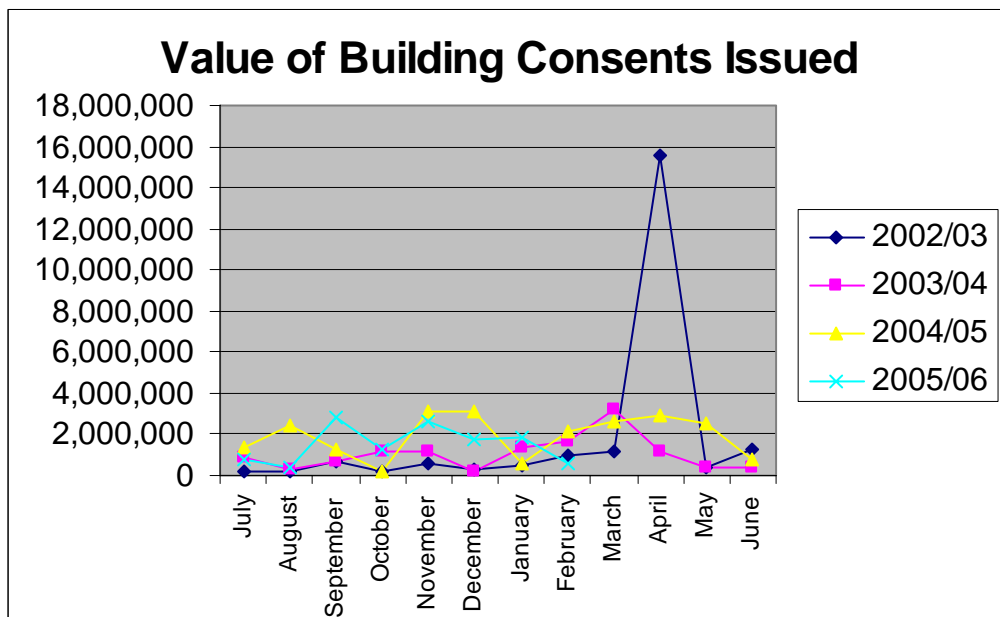
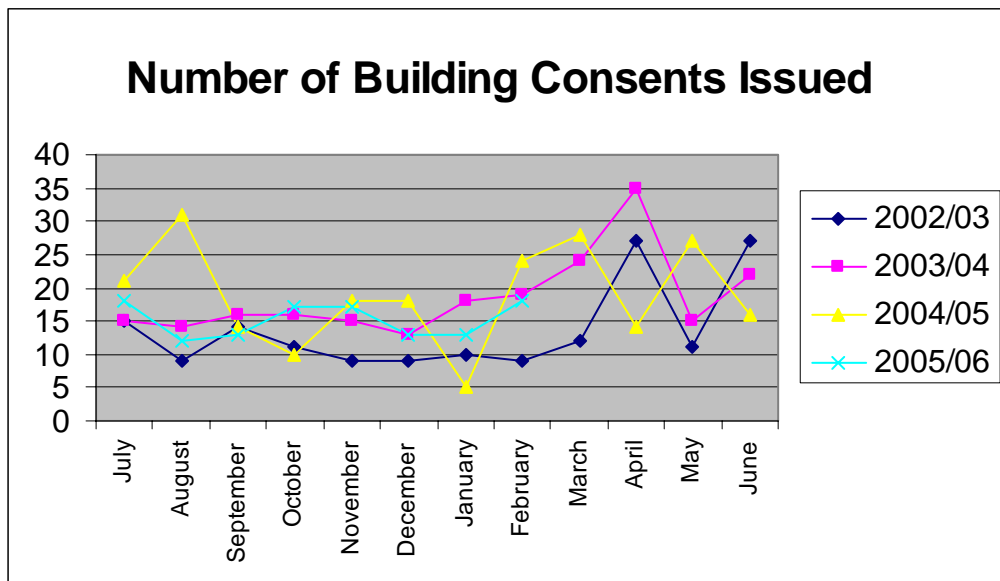
7. *Urgent Business*

## ● Building

There were eighteen Building Consents with a construction value of \$564,990 for the month of February 2006. Most of the consents were for minor works and alterations as follows:

- 1 New Dwelling and Farm Shed
- 2 Relocated Dwellings
- 1 Visitor Accommodation Change of Use
- 5 Dwelling Alterations
- 4 New Log Fires
- 5 Garages and Farm Buildings

There were six Code Compliance Certificates issued for the month and nine Land Information Memorandums for property transactions. The Building Control Unit is still very busy with processing Building Consents, site inspections and enquiries.



## • **Resource Planning**

### **Resource Consent Update: 2<sup>nd</sup> February to 6<sup>th</sup> March 2006.**

Seven new resource consents have been received in this period. These consist of land use and subdivisions. Of these, no application is to be notified.

Progress of publicly notified resource consents is following:

- **Kaikoura Developments Limited – (Scenic Circle)** Building consent issued for retaining wall.
- **Kaikoura Adventure Safaris** – Transit New Zealand matters now believed to be resolved however formal response from Transit still required.
- **Kulnine Holdings** – Application went to mediation with the applicant accepting the application be amended by way of a consent order. Consent order has been submitted to Court for acceptance.
- **Global Property Investment** – Application remains on hold.
- **Cedar Properties Kaikoura Limited** –, Granted, appeal period closed no appeals received.
- **Neumann Real Estate Limited** – Granted, appeals close on 14<sup>th</sup> March 2006.
- **Battersby V J** – Decision released application declined – Appeal received with mediation set at 21 March 2006. Working to resolve issues prior to mediation.
- **Robinson D-** Granted. Objection lodged and granted at February's Environmental Services Committee.
- **Kaikoura Beach Villas** – 184-206 Beach Road, application reviewed requested for further information sought, notification required.
- **Kaikoura Waterfront Apartments Ltd** – 17 Avoca Street – Application currently on hold seeking clarification on details of the application.
- **Bradbury Properties Ltd-** 5 Kotuku Rd – Applicants seek to create fee simple titles for existing flats and an additional title for balance of property. Application currently on hold given need for service details and archaeological assessment, given existing cross-lease notification may not be required.

## • **Monitoring/Biodiversity**

### **Monitoring of consents & complaints.**

- Monitoring is on going as is follow up to previous non-compliances.
- Complaints have been few over the last period.

### **Biodiversity & SNA Project**

- Liaison with landowners whom have had the ecological survey and property report done through the SNA project and offering of any assistance - on going.
- SNA ecologists are arranged to undertake ecological survey in the Kekerengu area during the week of March 13<sup>th</sup> – 17<sup>th</sup>. Following on from this, an additional week of survey work has been arranged for May 22<sup>nd</sup> – 26<sup>th</sup> where further interested landowners will be contacted and visits arranged.
- Seaweek, 6th – 11th March 2006, Kaikoura – coordinated in conjunction with Kaikoura District Council, Department of Conservation, NZ Association fro Environmental Education, Environment Canterbury, Dolphin Encounter and various others. To be updated at Council meeting as activities were still to occur at the time of writing this report.
- Biodiversity contestable fund – closes March 31<sup>st</sup>. Applications will be judged thereafter by a panel of four – Councillor Barb Woods, Raewyn Solomon, Paul McGahan and Don Cameron. Decisions of successful applications are hoped to be released by end of April.

- Regional 'Weedbuster Awards 2006' – closed end of March also and welcomes nominations for those who are busting weeds around the district.
- 'Plant me instead' – a great wee book put together by Department of Conservation and various other agencies – outlining plants to use in place of common and invasive environmental weeds in the Lower North Island. Although based around the lower North Island, it is still very applicable to our area and should be used as a guide in all we do in terms of landscape planting for Council projects, resource consent landscaping plan approvals etc and advise Council may be giving out. It is available at the Council reception for \$9.95 along with a viewing copy.

## • **District Planning**

The work on the District Plan appeals is ongoing. Some of the matters raised were in regard to drafting errors or incomplete decisions made by the Planning Committee and can be dealt with informally. This means a court memo is circulated to all parties for signing and then endorsed by an Environment Court judge. At this stage, most of the Appeal matters require on-going investigation and discussions with the appellants and people wishing to be a party to proceedings. Discussions have been initiated and progress is on-going. A report of significant progress will be made at a monthly meeting.

The notice of requirement for the Beach Road designation alteration was heard by a panel of independent commissioners. The Panel consisted of John Milligan, Raewyn Solomon and Pam Sigglekow. The recommendation of the Panel was to confirm the designation with a lapse period of 10 years. The decision was issued on 7 March 2006.

Environment Canterbury have initiated discussions for the redrafting of their Regional Policy Statement. In the near future, a call for a summary of district issues will go out to District Councils, this will be a chance to list relevant issues for the District and have these included in the Draft Policy Statement. An update and timeframe on this issue will be advised when available.

Work is continuing on the Planning Maps by Anthony van der Byl of Mosaic Mapping. Planning staff are currently exploring options for updating and printing of District Plan maps.

## • **Environmental Development**

### **February 2006**

#### **1. Communities for Climate Protection (CCP)**

CCP is an international program encouraging and enabling councils to reduce their green house gas emissions working through a milestone based program.

In order to measure and reduce Kaikoura's green house gas emissions the Kaikoura District Council joined CCP-NZ in September 2004 with the intention of achieving the following five milestones:

1. Establishing an inventory and forecast for key sources of greenhouse emissions in council and the community,
2. Setting an emissions reduction goal,
3. Developing and adopting a local greenhouse gas emissions action plan to achieve those reductions,
4. Implementing the local action plan,
5. Monitoring and reporting on greenhouse gas emissions and implementing actions and measures.

Having achieved Milestone 2 in early 2005, Kaikoura District Council agreed to reduce green house gas emissions from the corporate sector by 100% by 2020 and reduce the community emissions by 60%.

To achieve these aims a KDC staff and Councillor Working Group have developed the attached Kaikoura Greenhouse Action Plan - which outlines suggested directions to reduce green house gas emissions within Council and throughout the Community.

To ensure the community and corporate action plans can be delivered effectively with support and clarity of the goals, consultation for each identified action will take place individually.

**Recommendation**

***That Council endorses the Kaikoura Greenhouse Action Plan and notes that this fulfils the requirements of Milestone 3 of the Communities for Climate Protection - New Zealand Programme.***

***That Council notes that consultation will be conducted on an individual and ongoing basis as appropriate for each project identified in the Action Plan to achieve Milestone 4.***

**2. Sustainable Business Charter and West Coast Tourism Waste Meeting**

Meeting with Eric Park (Ministry for Environment, Senior Operator of Sustainable Industry) & Anne Patterson (Tourism and Economic Development Officer) to discuss Sustainable Business Charter (1st March) – Ian Challenger carried out surveys amongst businesses in 2004 to assess the interest in forming a Sustainable Business Charter. Tourism & Economic Development officer and Environmental officer are keen to progress with this project over the winter months.

Additionally, Eric Park gave a report from a meeting he recently organized on West Coast to discuss the tourism waste issues. This group was made of representatives from DOC, Transit, Ministry of Tourism, MfE, local government, West Coast Development Trust, Bus & Coach Assoc, Motor Caravan Assoc, Tourism Holdings, Tourism West Coast, Westland Regional Council as well as Westland, Grey & Buller District Councils. The outcome of this meeting was a draft strategy which will be forwarded to KDC shortly.

**3. Freedom Camping & Educational flyer**

Following on from last month's Council meeting the Tourism & Economic Development Officer and the Environmental Development Officer have been charged with developing a Freedom Camping Policy which, on completion, will be presented to Council.

In the interim, a leaflet has been drafted which will be printed and circulated. Draft leaflet is included on page 39 and any comments from council would be appreciated.

**4. BTCV**

A group of BTCV folks arrived in late February to work within the community for two weeks. The group have been largely coordinated by DOC and the Takahanga Marae and have worked on a number of projects including:

- improving access and prepared sections of the Oaro wetland for revegetation during the winter months,
- prepare the Huttons Shearwater colony on the Peninsula,
- working with Trees for Travelers and
- repairing sections of Toms Track.

**5. Coastal Cleanup**

The first 2006 coastal cleanup was held on Thursday 23rd February from 4-6pm. A keen group of 10 folks met at South Bay despite the snow fall on the Seaward Kaikoura's.

The group included a number of employees from the local tourism operator Seal Swim, a backpacker, KDC and DOC staff and three community members. Areas targeted included South Bay foreshore along to the Coast guard building, Mangamaunu, Kowhai go-cart track, Kowhai molok bins, under the Kowhai bridge. A total of 240kg of rubbish was collected.

#### **6. Mangamaunu toilet working group**

The working group have met on two occasions since the New Year and have progressed to identify two potential sites for toilet facilities along Kiwa Road. Following the clarification of ownership of the identified priority site, the design, size and costing of the facilities shall be explored in further detail.



# **Kaikoura Greenhouse Action Plan**

## *Communities for Climate Protection - New Zealand*

### **1. Background**

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As a member of the Communities for Climate Protection<sup>®</sup> - New Zealand (CCP<sup>®</sup>-NZ) Programme, Kaikoura District Council is part of an international campaign to assist councils world-wide to reduce greenhouse gas emissions. CCP-NZ is a New Zealand government initiative delivered by the International Council for Local Environmental Initiatives – Australia/New Zealand (ICLEI-A/NZ). This programme is part of ICLEI's international Cities for Climate Protection<sup>®</sup> campaign.

Kaikoura District Council resolved to participate in the CCP-NZ Programme in September 2004. The achievement of the following five milestones was endorsed in this resolution:

- Milestone 1 - Conduct an inventory and forecast for Community and Corporate (council) greenhouse gas emissions
- Milestone 2 - Establish emissions reduction goals
- Milestone 3 - Develop and adopt a local action plan
- Milestone 4 - Implement the local action plan
- Milestone 5 - Monitor and report on achievements.

Each milestone has an internal corporate component and a community component. Kaikoura District Council has achieved Milestone 1 and Milestone 2.

## ***MILESTONE 1***

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### ***Analysis and Forecast of Greenhouse Gas Emissions***

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Note: All greenhouse gas emissions are equated into a common measure of carbon dioxide equivalents (CO<sub>2</sub>e) in tonnes (T). CO<sub>2</sub>e is a measure of equivalent carbon dioxide produced from each greenhouse gas emissions source. For example, methane is 21 times more potent than carbon dioxide in terms of global warming potential. Therefore, 1 tonne of methane is calculated to be the equivalent of 21 tonnes of CO<sub>2</sub>, or 21 T-CO<sub>2</sub>e.

#### ***Corporate Emissions Analysis***

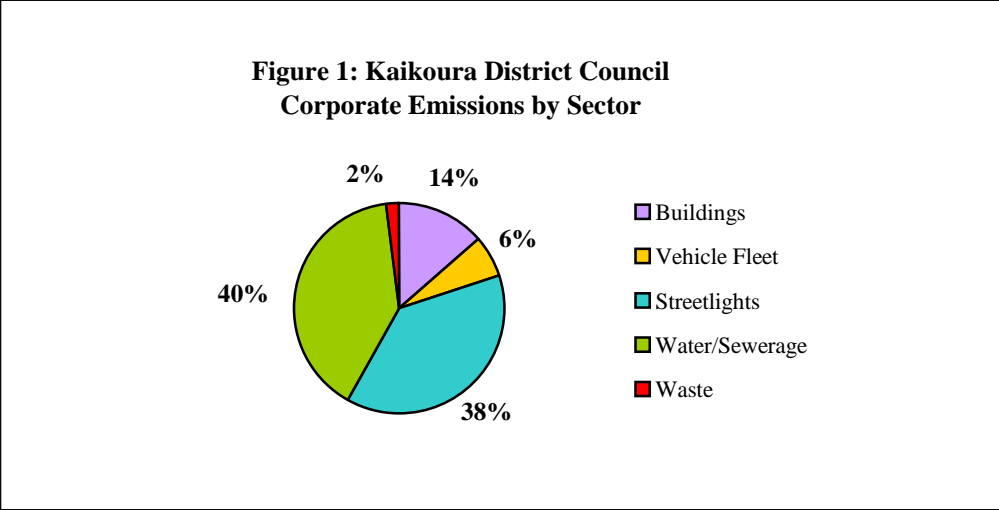
The base year selected by Kaikoura District Council for the corporate emissions inventory was the financial year 2000-2001. This was due to the availability of data necessary for the completion of the inventory.

The forecast year is 2011. [This is recommended by ICLEI-A/NZ as it is within the First Commitment Period of the Kyoto Protocol, 2008-2012.] The forecast calculations are based on a 'business as usual' scenario for council's operations. This includes any new developments expected between the base year and the forecast year. Examples include calculating energy use for the new recreation centre and the newly installed streetlights.

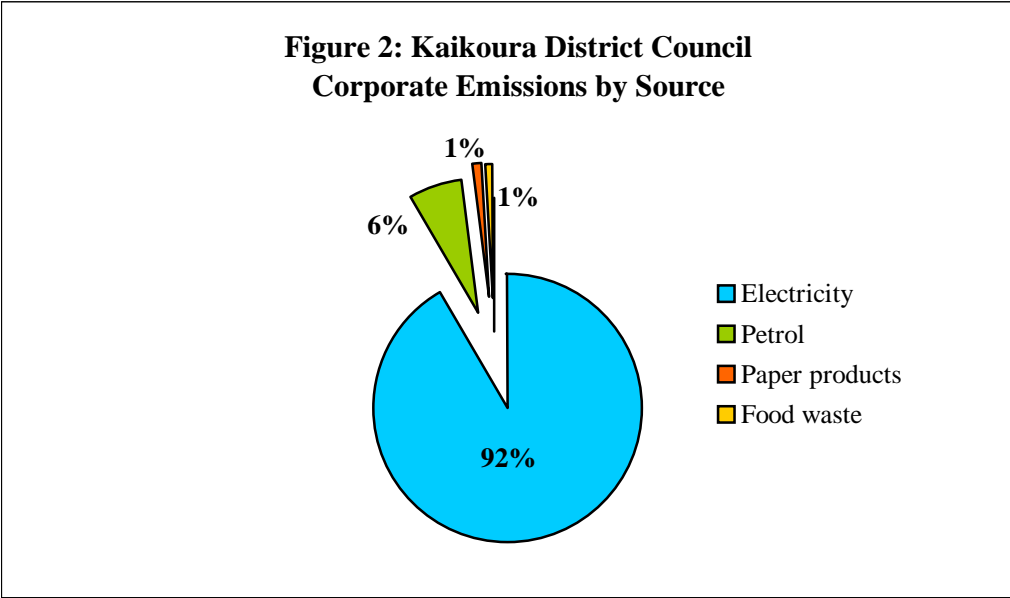
The corporate emissions analysis is broken down into six main sectors:

- Buildings – emissions resulting from the energy use (electricity and gas) of corporately operated buildings
- Streetlights – emissions resulting from the energy use of streetlights
- Vehicle Fleet – emissions resulting from the energy use (petrol, diesel and LPG) of council-operated vehicles and machinery
- Employee Commute – a non-compulsory sector which examines emissions resulting from the energy use (petrol, diesel and LPG) of Council employees travelling to and from the workplace
- Water and Sewage – emissions resulting from the energy use (electricity, gas and diesel) by the buildings and equipment used for pumping and treatment of water and wastewater by facilities owned/operated by council.
- Waste – emissions resulting from the breakdown of organic waste originating from corporate activities and operations, such as green waste (organic waste breaks down to produce methane).

**Figure 1** Highlights the percentage of corporate emissions generated from each sector during the inventory year of 1 July 2000 to 30 June 2001. Streetlights and the Water/Sewerage system are the major sources of corporate emissions both costing over \$20,000 to operate in the financial year of 2000-01.

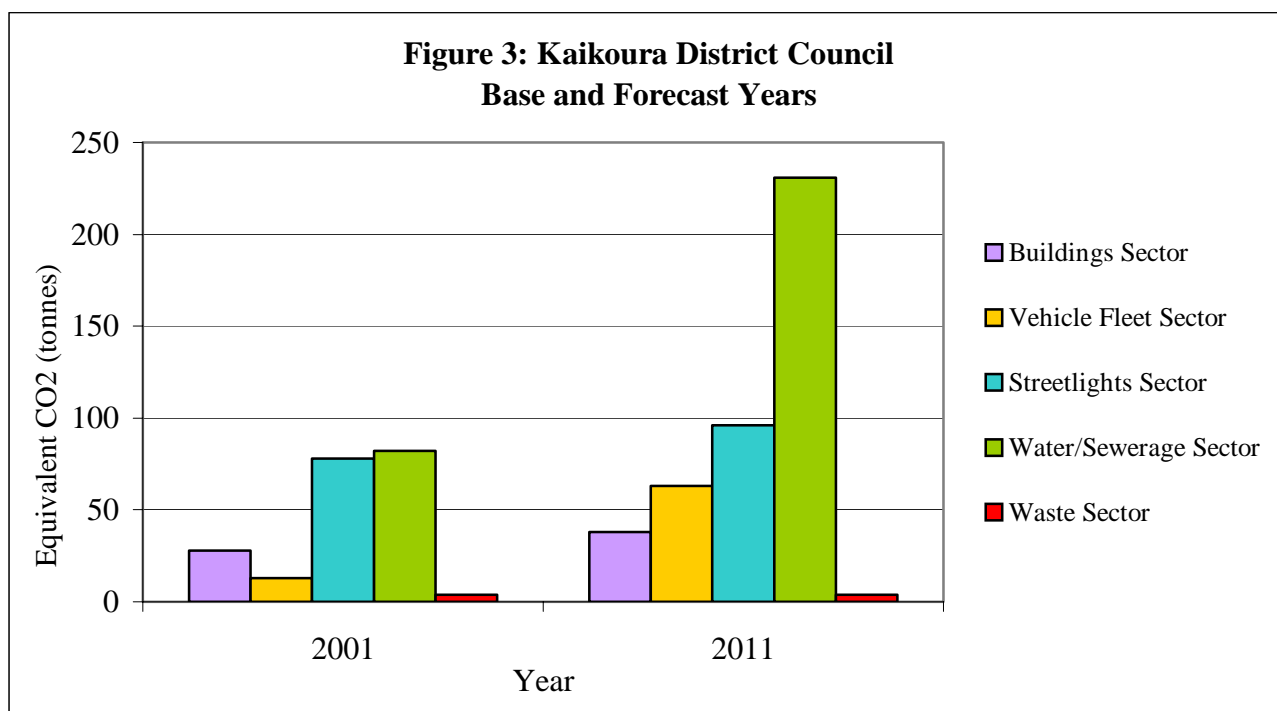


**Figure 2** Provides a breakdown of corporate emissions by source. It clearly illustrates electricity consumption is the primary source of corporate greenhouse gas emissions in the Kaikoura District Council emissions. The annual costs associated with this supply of electricity are \$56,343.



## Corporate Emissions Forecast

Corporate emissions are expected to increase under a ‘business as usual’ scenario by 111% as highlighted in Figure 3 and Table 1. Main areas of increasing greenhouse gas emissions are the water and sewerage sector, and the vehicle fleet. The overall increase can be attributed to the expected population growth in the municipality creating growth within staff employed by Council and associated services. Increases specific to water and sewerage sector can be directly attributed to the expected population growth.



**Table 1** Base Year and Forecast Year corporate greenhouse gas emissions by sector.

Sector	Year 2001 (Equivalent CO <sub>2</sub> Tonnes)	Year 2011 (Equivalent CO <sub>2</sub> Tonnes)	% Change from 2001
Buildings	12	16	+33
Streetlights	34	42	+24
Vehicle Fleet	13	59	+354
Waste	4	4	0
Water/Sewage	36	101	+181
<b>TOTAL</b>	<b>105</b>	<b>222</b>	<b>+111</b>

## Community Emissions Analysis

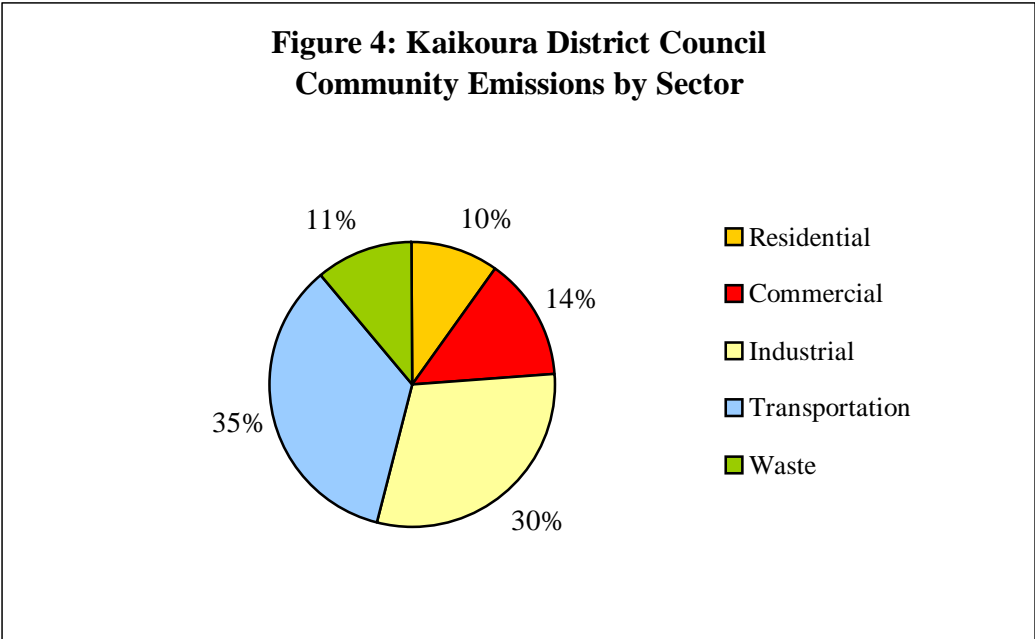
The base year selected by the Kaikoura District Council for the community emissions analysis was 2001. The reason for selecting 2001 is that it was a census year and therefore has robust data which was analysed and by ICLEI-A/NZ. ICLEI-A/NZ obtain the data from sources such as Statistics New Zealand and the Ministry for Economic Development. The forecast year for the community data is 2010. Forecast calculations are based on a ‘business as usual’ scenario allowing for population growth within the district and its associated effects.

The community analysis is divided into five sectors:

- Residential – emissions resulting from household energy use across the council district
- Commercial – emissions resulting from commercial operations including government and institutional activity (schools, hospitals, etc.) as well as commercial and personal services (retail, finance, etc.)
- Industrial – emissions resulting from energy in local industry operations (processing, timber milling, agriculture, construction, etc.)
- Transport – emissions resulting from energy use associated with the movement of people and goods from within the council district
- Waste – emissions resulting from the breakdown of waste originating from the community that goes to landfill.

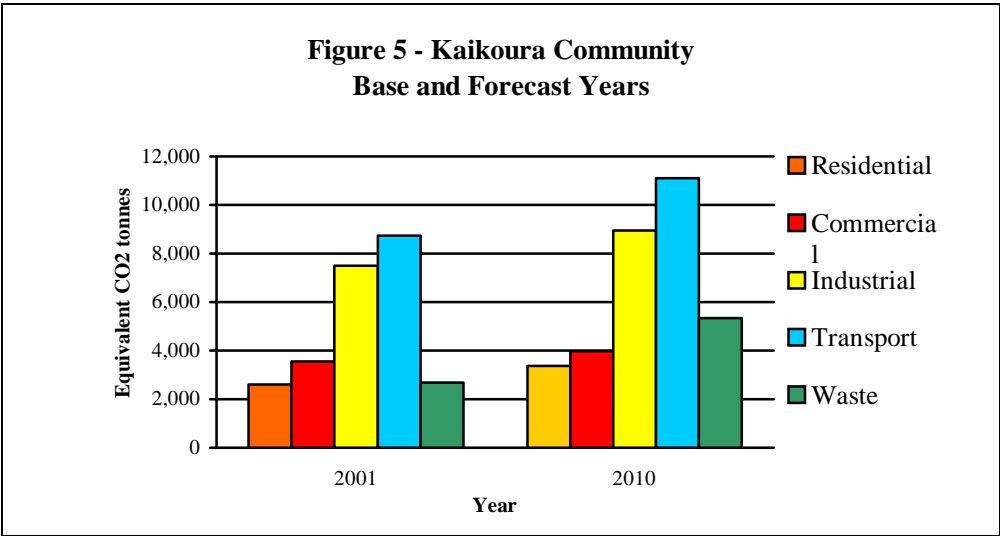
It is anticipated that Agriculture will become another sector in the community emissions analysis, including emissions resulting from stock, cropping and other agricultural activities. However, this has not yet been finalised by ICLEI-A/NZ as a CCP-NZ sector, and may be taken into account in future inventories.

*Figure 4 illustrates the percentage breakdown of Community greenhouse gas emissions from each sector. The greatest emissions result from the Transportation sector, followed by the Industrial sector. 35% of the community's emissions were generated from fuel consumption, which translates to 8,741 T-CO<sub>2</sub>e.*



**Community Emissions Forecast**

As Figure 5 and Table 2 illustrate, overall community emissions are expected to increase under a ‘business as usual’ scenario by 31%. The main area of increasing greenhouse gas emissions is overwhelmingly in the Waste sector. The overall increase can generally be attributed to the predicted population growth in the district.



**Table 2** Base Year and Forecast Year community greenhouse gas emissions by sector.

Sector	Year 2001 (Equivalent CO <sub>2</sub> Tonnes)	Year 2010 (Equivalent CO <sub>2</sub> Tonnes)	% Change from 2001
Residential	2,600	3,377	+30
Commercial	3,555	3,979	+12
Industrial	7,493	8,956	+20

Transport	8,741	11,099	+27
Waste	2,673	5,346	+100
<b>TOTAL</b>	<b>25,061</b>	<b>32,756</b>	<b>+31</b>

## *Milestone 2*

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### *Emissions reduction goals*

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Council endorsed the following resolution at its meeting in August 2005

Following the forecast of greenhouse gas emissions for 2011, Kaikoura District Council have endorsed the following reduction goals:

- Corporate reduction goal: 100% below 2001 emissions by 2020.
- Community reduction goal: 60% below 2001 emissions by 2015.

Both of these are felt to be achievable and goals Kaikoura would not be alone in aiming to achieve, other community's throughout the world have adopted the same or similar goals as shown in the table below;

<b>Community</b>	<b>Population</b>	<b>Corporate Goal</b>	<b>Community Goal</b>
Vaxjo – Sweden	70,000	100% by 2010	Not available
Melbourne – Australia	52,117	100% by 2020	100% by 2020
Glenorchy – Australia	44,120	70% by 2010	20% by 2010
North Sydney – Australia	59,387	50% by 2010	20% by 2010
Paramatta – Australia	148,854	40% by 2010	20% by 2010
Toronto - Canada	2.4 million	20% by 2005	20% 2005
Kapiti Coast – New Zealand	42,447	15% by 2010 & 30% by 2020	Stabilise at 2001 levels by 2010

Toronto was the first community in the world to adopt an emissions reductions goal in 1990 and a recent report commissions by the council indicated that the city has cut its emissions by 67% from 1990 levels – exceeding its goal by more than three times. All told the city had cut annual emissions from the equivalent of 2.3 million tonnes of carbon dioxides, to only 765,000 tonnes in 1998.

Vaxjo adopted a 100% reduction on corporate emissions through a policy of zero use of fossil fuels, instead using bio diesels and bio ethanol in the council fleet and through use of a biomass power plant for both electricity and heat for the town during winter.

Melbourne's goal of 100% reduction by 2020 was based on 3 strategies;

1. Designing for energy efficiency so as buildings are refurbished or built from new, design must incorporate energy efficiency measures.
2. Greening the power supply to use renewable energy in buildings and vehicles
3. Carbon sequestration, planting trees to absorb the city's CO<sub>2</sub> emissions

It is also important to point out that the CCP goal is flexible - it is a goal to aim for and provide inspiration rather than a mandatory target to hit or miss. It can therefore be adjusted by council at any time throughout the CCP Programme. Also the goal can again be adjusted once milestone 5 is reach which examines progress towards the goal.

Kaikoura already has a number of initiatives in place leading towards reducing emissions in the corporate sector;

- Membership and involvement in the Energy Wise Councils programme means we are working towards reducing energy use;
- Our efforts toward zero waste has reduced the councils production of waste to landfill by increasing recycling, re-use and general waste reduction practises;
- Participation in Green Globe 21 has led to a reduction in paper use in the office;
- Recent purchases of diesel vehicles, which produce less CO<sub>2</sub> then petrol ones;
- The development of the new administration building will also significantly reduce energy use with its energy efficient and passive solar design.

It should also be noted that the adoption of the goal of 100% reduction for the corporate sector was discussed by council staff at their fortnightly staff meeting on the 4<sup>th</sup> of August 2005. It was agreed at that meeting that a 100% reduction was achievable and that all council staff are fully committed to ensuring that it is accomplished.

Initiatives in the community sector that are contributing towards the proposed reduction goal include:

- Zero Waste has lead to a reduction in organic wastes to landfill (which is the major issue with methane (CH<sub>4</sub>) emissions) and the recent proposals for ZORG will go even further and ensure that no more organic matter is going to landfill;
- Trees for Travellers was an initiative started to offset the community's greenhouse gas emissions;
- The Significant Natural Areas (SNA) programme which encourages landowners to protect areas of biodiversity and vegetation on their land;
- Green Globe 21 and encouraging sustainable businesses and eco designs

As a result of programmes such as these, and based on the experience of much larger communities such as Melbourne and Toronto, these goals are felt to be ambitious but achievable for Kaikoura.

As a Green Globe 21 and Zero Waste community, Kaikoura has led the way in sustainability initiatives and shown what other communities can achieve. Membership of these programmes shows the community's commitment to reducing greenhouse gas emissions and adopting these goals will once again demonstrate the strong commitment the council has dealing with this issue and to ensuring a sustainable future for the community.

Milestone 2 was awarded at Wellington in March 2005

### ***Milestone 3***

#### ***Develop and adopt a local action plan***

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To achieve Milestone 3 of the CCP-NZ Programme, Council is required to adopt a local action plan (LAP) outlining the strategy that will be undertaken to reduce greenhouse gas emissions.

To develop the LAP, consultation has involved Kaikoura District Council staff from each section, including planning, asset management, building, tourism, administration, environmental management, the Chief Executive Officer and a representative councillor. Consultation has included a workshop facilitated by ICLEI, input into the compilation of the LAP and final comment on the projects listed as a way forward to achieve the agreed upon reductions in greenhouse gas emissions.

As such, the Kaikoura Greenhouse Action Plan has been developed, refer to Appendix 1.

The local action plan is a dynamic document that will be implemented over a 10 year period and consequently will require ongoing reviews to evaluate progress and integrate new technologies and programmes that may arise over time. Kaikoura District Council has initiated in a number of strategies, policies, plans and programmes to deliver on the reduction in emissions that have been included in the action plan.

## **2. Background**

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It is envisaged that the Kaikoura Greenhouse Action Plan will have a range of multiple benefits, including:

### ***Economic Benefits***

- Many of the initiatives are energy efficiency initiatives that will reduce the financial losses associated with Council's energy costs.
- The plan also aims to assist members of the community reduce their energy use and waste and therefore also accrue financial savings.
- The implementation of measures within the plan may also have flow on benefits for the local economy through the development of new markets in areas such as renewable energy and the creation of local job opportunities through implementation of measures in the plan.

### ***Social Benefits***

- The improvement of public health through improved local air quality and increased options for active transport.
- The implementation of the plan will require the development of partnerships with the commercial, residential and industrial sectors of the community. This can act to improve community relations and foster a greater sense of community.
- Council will be seen as a leader on the issue by the district.

### ***Environmental Benefits***

- The implementation of the Kaikoura Greenhouse Action Plan will play the primary role in Council's contribution to the slowing of global climate change.
- It is expected that the implementation of the plan will also play a role in the improvement of local air quality and neighbourhood amenity through initiatives such as promotions of Kaikoura's recycling programme, the introduction of Zero Organics and increased use of alternative transport, wider awareness, support of and involvement in programmes such as Trees for Travellers and Green Globe.
- Efficient resource use is central to the plan and is a core environmental imperative.

### **3. Budget and staff implications**

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The role of council as a leading corporation within the Kaikoura District will provide the opportunity to lead by example and showcase its success at reducing costs through energy efficiency gains, while also reducing the greenhouse gas emissions and yet maintaining quality service levels.

The budget requirements will be assessed on an annual basis. There may be opportunity for the savings that result from the energy efficiency initiatives to be reinvested to fund additional actions through the creation of a Revolving Energy Fund (REF).

Furthermore, participation in the CCP-NZ Programme may assist Council to access central government funding for initiatives with climate change benefits.

### **4. Policy implications**

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The policies contained within the Kaikoura Greenhouse Action Plan complement the aims and commitments contained within the:

- LTCCP
- Green Globe programme
- Coastal management Strategy
- Zero Waste
- and the proposed Zero Organics (ZORG)

### **5. Future actions**

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Following adoption by Council, the staged implementation of the Kaikoura Greenhouse Action Plan will begin. It should be noted that the Kaikoura Greenhouse Action Plan is seen as a 'living document'. The target year for the reduction goals set as part of Milestone 2 is 2020 for the corporate emissions reductions and 2015 for the community reductions. As such, the Kaikoura Greenhouse Action Plan is not seen as an action plan covering all possible actions that will be undertaken during this set time frame. It is envisaged that a review of the Kaikoura Greenhouse Action Plan will occur on a yearly basis in line with the budget cycle.

The implementation of actions outlined in this plan will take Council to Milestone 4 in the CCP-NZ Programme. For Milestone 4, ICLEI will assist council to quantify the greenhouse gas emissions reductions achieved from projects implemented and will also help to track other benefits of each initiative such as financial savings.

### **6. Recommendations**

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1. That Council endorses the Kaikoura Greenhouse Action Plan (Appendix 1) and notes that this fulfils the requirements of Milestone 3 of the Communities for Climate Protection - New Zealand Programme.
2. That Council notes that consultation will be conducted on an individual and ongoing basis as appropriate for each project.

# Kaikoura Greenhouse Action Plan

## *Communities for Climate Protection - New Zealand*

### CORPORATE ACTION PLAN

#### Overview

KDC owns and operates several buildings throughout the district and approximately 15% of the corporate emissions in the Kaikoura District are known to relate to these buildings. Other emissions result from waste, employee travel, public lighting, water and wastewater treatment and distribution, and council procurement policies.

Following the forecast of greenhouse gas emissions for 2011, Kaikoura District Council have endorsed the corporate reduction goal of 100% below 2001 emissions by 2020.

In consideration of many of the reduction actions and measures relating to corporate emissions, many will not be addressed until the construction of the new council building which is planned to be as sustainable and environmentally efficient as practicable. The development is planned to take place in 2008.

#### PROPOSED ACTIONS

##### BUILDINGS

##### *Lighting & Heating*

Undertake energy audits of all Council buildings  
 Investigate the installation of timers and motion and light sensors  
 Install timers on photocopiers, printers, etc.  
 Replace light bulbs with energy efficient globes  
 Ensure staff turn off lights when leaving offices/rooms  
 Encourage staff to turn off computers at the end of the day  
 Provide KDC jackets/vests to encourage layering of clothing before heating is required.  
 Include energy efficiency requirements in any equipment purchased by council, such as *EnergyStar*  
 Review time office is cleaned to avoid unnecessary lighting, etc  
*Initiatives associated with New Council Building and Community complex*  
 Passive design (such as north orientation, insulation, thermal mass, natural lighting and more), skylights, solar power, solar hot water, staff bicycle and shower facilities, energy efficient light globes, motion and light sensors and timers installed, small areas of lighting control (so one switch does not control an entire rooms lighting), interior design options (colour schemes, reflective options etc).  
 Optimise heating and ventilation systems to include free opening windows where possible.

#### Actions in place

#### Staff

ENGIN  
 Finance  
 Finance/IT  
 OA  
 EDO  
 EDO/IT  
 EO  
 Finance/IT  
 EO  
 EDO,  
 CEO,  
 Engineers,  
 BRANZ

Ongoing education  
 Ongoing education  
 Provided

Plans being developed

##### WASTE

Worm/compost bins  
 Recycling  
 Bins not located at staff desks to encourage recycling  
 Double sided printing set up on all staff computers  
 Recycling printed office paper for files and personal note

Bokashi compost  
 Recycling Bins  
 ZeroWaste commitment  
 Periodic reminders  
 Dedicated printing tray set

All staff  
 All staff  
 All staff  
 EDO  
 EDO

paper	up	
Encourage email rather than faxing documentation	Periodic reminders	EDO
Investigate the option for electronic rates to be sent		Rates
Reduced size of font used in KDC docs	Periodic reminders	All staff
Use post-consumer recycled paper		OA
Print Council agenda's on 100% recycled paper	Bi-monthly processes	EO
Support and work with Innovative Waste to promote and develop new waste reduction programmes	ZORG	EDO
Reduce green waste from parks and gardens, e.g. planting appropriate species, composting.		ASSET
Encourage public use of Council website for forms and documents		All Staff
Continue to develop website to encourage electronic information over paper (needs rewording)		IT
Develop website to enable electronic forms/submission wherever possible		IT/PA/BI
<b>EMPLOYEE COMMUTE/VEHICLE USE</b>		
Promote active travel to work for KDC employees	Periodic reminders	EDO
Raise awareness about of vehicle choice for staff and KDC vehicle purchases		EDO
Provide space for bicycles		
	Numerous bike spaces available at KDC office and various sites in town.	
Supply KDC bicycles for 'errands'		EO
Appropriate use of vehicle for purpose (staff awareness and info about efficiency of each vehicle).		PLAN
Introduce a 'shared trip' opportunity for use of KDC vehicles		OA
<b>PUBLIC LIGHTING</b>		
Install low-energy street lights on replacement or new street lights	System in place	ENGIN
Audit use and necessity of street light use (timer systems)		ASSET
Investigate solar options for lighting public places		ASSET
Work with businesses to determine needs for during/after hours lighting		EDO
KDC staff encouraged to use lights as necessary- natural lighting is often adequate	Periodic reminders	EDO
<b>WATER/SEWERAGE</b>		
Investigate pump efficiency and upgrade where possible		ASSET
Audit business water metres and reward for low usage		
Investigate onsite alternatives to septic systems (i.e compost systems) and consider incentives for use of alternative		ASSET
Integrate into consent requirements the plantings of species suitable to site and conditions (reduce need for watering)		PLAN
Investigate placing automatic sprinklers reacting to soil moisture on KDC lands		BIOD
Investigate use of grey water for revegetation sites		ASSET/BIOD
		OD
Rebate/reward for placement of low water usage shower heads/taps/toilet flushing systems		PLAN
Practise water harvesting on KDC property where applicable (i.e. for plant watering)		BIOD/ASSET

## GREEN PURCHASING

Implement green purchasing policy (buy locally, life cycle impacts, unnecessary packaging)

EDO

## ADDITIONAL

Staff awareness and support

Staff induction programme, ongoing request for input

EDO all staff

Tender process: preference for companies who have ecologically sound practices.

PLAN

# COMMUNITY ACTION PLAN

The following action plan relates to achieving the community goal of reducing emissions by 60% by the year 2015.

## PROPOSED ACTIONS

### WASTE

Household recycling

Collection of organics

Increase awareness of both recycling and ZORG

Introduce plastic bag free town

Increase awareness of individual actions relating to waste (ie appropriate purchasing to reduce packaging, disposing of cigarette butts)

Encouraging use of re-usable nappies

Increasing business awareness of how to integrate recycling

## Actions in place

Kerbside collection

Concept and research into ZORG (Zero Organics)

Funding being sought

Budget allocated by council and trial cloth nappies being organised

Green packs distributed through planning section

## Staff

EDO

EDO

EDO

EDO

EDO

EDO

EDO

PLAN

PLAN/CEO

PLAN

PLAN/BI

PLAN.EDO

EDO/BI/TE

DO

## RESIDENTIAL

Use Resource Consents to increase energy and water efficiency requirements for new homes, and commercial and industrial buildings through guidelines, parameters, conditions and building codes.

Incentives for community to reduce greenhouse gas emissions such as:

Grants, e.g. at time of building consent for solar water heating

Discounts with public transport

Reduced Development Contributions for efficient buildings and infrastructure

Make the consent process simple for energy efficient, low waste applications- provide rates relief for high energy efficiency developments

Investigate 'energy rating system' for all houses

Define and implement energy efficiency criteria in subdivision requirements

Establish a sustainable housing education programme, including workshops for designers, builders and other

stakeholders, and use events such as World Environment Day festival		
Research ways of promoting and facilitating alternative, ecologically sustainable building design and construction	Contact <i>branz</i> and sustainable households for information about residential initiatives.	BI/PLAN/EDO
Investigate ways of promoting and facilitating grey water recycling and re-use		ENGIN
Raise awareness and facilitate measures for water conservation and rainwater use, e.g. council-approved native species list for drought-tolerant landscaping, rebates on water-efficient shower-heads, simple process and rebates to add a water tank and guttering to dwelling, etc.		BIOD/EDO
Construct a demonstration home/building for energy efficiency and other environmental factors	Liaise with Ocean Ridge development	EDO/BI
Establish a residential retrofit programme for energy and water efficiency, e.g. Warm Homes projects	Utilise Kaikoura Katchup to promote/increase awareness	CEO/EDO
Promote use of energy meter to public with follow up info on how to save electricity		EDO/OA
Green standard for homes to put on LIM report		PLAN
<b>COMMERCIAL AND INDUSTRIAL</b>		
Contract an energy assessor to work with businesses to improve energy rating/efficiency.		CEO/EDO/EDT
Develop a voluntary council-business partnerships for energy audits, energy efficiency and renewable energy projects- requiring commitment from businesses to improve. Include positive promotions	Sustainable business charter	EDT/EDO
Implement minimum energy or design performance specifications for commercial buildings with associated incentives (ie use of solar energy= reduced fees)		PLAN/EDO/BI
Initiate local Environmental Awards for businesses		EDT/EDO
Encourage the use of electronic communication rather than faxing throughout the business community		EDT/EDO
<b>TRANSPORT</b>		
Enhance the cycle and walkway networks to ensure infrastructure is safe and supports active transport modes.	Coastal Management Strategy	TRANS
Promote a car free day		EDO/EDT
Incorporate Sustainable Development planning into council planning, e.g. mixed use where residential areas near employment areas to reduce travel demand, ensure developments include cycle ways to the CBD		PLAN
Run an awareness raising campaign on vehicle fuel efficiency and the benefits of travel demand management measures		EDO
Approach transport providers to offer discounts for locals to travel to CHCH		EDO/EDT

**Staff details**

**Abbreviation**  
Finance/IT  
EDO  
CEO

**Title**  
Finance/IT  
Environmental Development Officer  
Chief Executive Officer

**Person**  
Sheryl  
Nicole  
Stuart

Rates  
BI  
EO  
OA  
EGIN  
ASSET  
BIO  
PLAN  
EDT  
  
TRANS

Rates, Debtors, Dogs  
Building Inspectors  
Executive Officer  
Office Assistant  
Engineer  
Asset Manager  
Biodiversity Officer  
Planner  
Tourism Economic Development  
Officer  
Safety, fire etc

Suzanne  
Dave and Neville  
Linda  
Jasmine/Carmel  
Gallo  
Marlene  
Jodi  
KD/Matt/Rachel  
Annie  
  
Mike

## ● **Environmental Health**

### **1.0 General Environmental Health Issues:**

1.1 A number of enquiries were received during the period. All have been investigated and satisfactorily completed. These ranged from infectious disease notifications, food safety and food premises, nuisance conditions, and public health issues.

### **2.0 Liquor Act & Gaming Act:**

2.1 The following licences were completed during the period:

- Five (5) General Manager Licences received and processed.
- Five (5) General Manager Renewals received and processed.
- One (1) Special Licence received and processed.
- One (1) Temporary Authority received and processed.
- One (1) BYO licence received and processed.

2.2 In terms of the Sale of Liquor Act, the reporting agencies raised no opposition to the issue of the licences and managers certificates.

2.3 I have conducted unannounced 'out of hours / evening' visits on a number of licensed premises within Kaikoura. The purpose was to determine overall compliance with the Act, focussing on the service and sale of liquor, food availability, managers on duty and the level of intoxication / age requirements of the patrons. On the whole compliance was good, with all aspects of the Act covered. Some minor recommendations were made in terms of signage and awareness of food availability.

2.4 Concerns have been expressed in terms of late night hours and a possible liquor ban in certain areas through the town. A possible reduction in trading hours is being considered. I have attended a recent meeting regarding the above, and will provide a full comment in the next report.

2.5 One premises has been caught allowing the consumption of alcohol on the premises without a licence. The premises owner had made application for an on licence but was under the misinterpretation that he could continue the practice until his licence was granted. A firm and final warning was given to the owner.

### **3.0 Infectious Diseases:**

3.1 One notifiable infectious disease was reported in the Kaikoura District during February 2006. This was:

- 1 case of Campylobacter

3.2 The standard questionnaire was completed and a telephone interview conducted. The causal routes pointed towards insufficient hand washing practices after handling animals. Advice was given regarding effective hand washing and separation between clean dirty re-emphasised. The Medical Officer of Health has been advised.

### **4.0 Environmental Noise:**

4.1 No environmental noise complaints were received in the Kaikoura District during February 2006.

### **5.0 Registered Premises:**

- 5.1 Seventeen (17) food premises were visited and assessed during the period. A generally acceptable standard was noted throughout, in all cases some minor contraventions were brought to the attention of the proprietor. All remaining food premises will be assessed before the 31<sup>st</sup> May 2006.
- 5.2 One mobile food premise was reassessed for food safety in terms of supplying members of the public with food. There were some issues with temperature control which were brought to the owners attention and immediately rectified.
- 5.3 So far, I am pleased with the general level of compliance of food premises within the District, noting again an improvement of standards on last years assessments, some revisits have been undertaken. As previously reported I have focused my attention this year on outside dining and the risks of cross contamination from birds, rodents and other wildlife. A summer issue of the NZFSA Food Publication "4°C", ran with my article on the issue of outside dining and the associated risks.
- 5.4 All Wineries and wine processing premises are currently being assessed in line with the Wine Act and Food Hygiene Regulations. I will report my findings as the assessments are completed.
- 5.5 I recently attended a food safety seminar hosted by the NZFSA regarding the domestic food review. I am waiting for the final paper to be released before making a brief report to council on the way forward for the NZ food industry.

## **6.0 Water Quality Monitoring:**

- 6.1 Please refer to the schedule of monitoring for February 2006.
- 6.2 The PHRMP covering all community drinking water supplies in the Kaikoura District are progressing well. The supplies comprise of three categories, namely,
- Council owned and operated
  - Council owned with delegated operational management
  - Community owned and operated.
- As previously reported meetings have been held with Gallo & Marlene, Mike and MOH. It is agreed that while the health assessments of each supply continue over February, the Council owned and operated supplies are taking precedence starting with Kincaid and Kaikoura Urban. I will report their status in my next report.
- 6.3 The Drinking Water Standards New Zealand 2006 are now effective. As previously reported, there have been a number of changes to the standards, which will become mandatory once the Water Act is ratified. These changes include Plumbosolvency testing, Cryptosporidium & Giardia testing of source water, testing criteria and frequencies, and the introduction of Public Health Risk Management Plans (PHRMP's).
- 6.4 A meeting has taken place with CPH regarding the annual survey and quarterly water meeting, the purpose of which is to discuss the annual survey and monitoring undertaken over the year. At the meeting recreational water monitoring, actions and transgressions were discussed, along with the annual grading of water supplies. A further meeting is due to take place next week to clarify the grading and assessment processes.
- 6.7 Swimming pool assessments are been undertaken in many of the public and school pools.

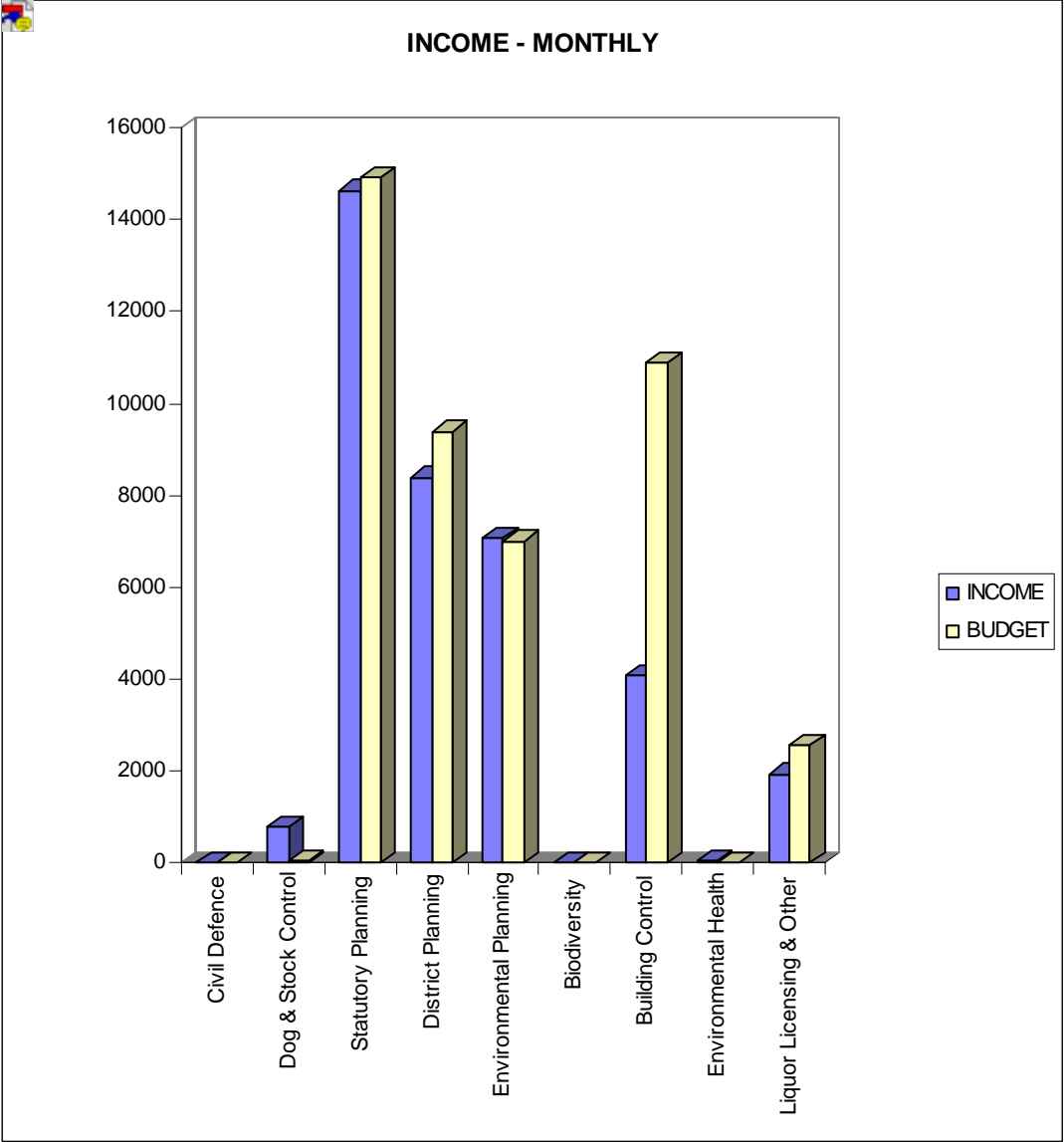
## **7.0 Nuisances & General**

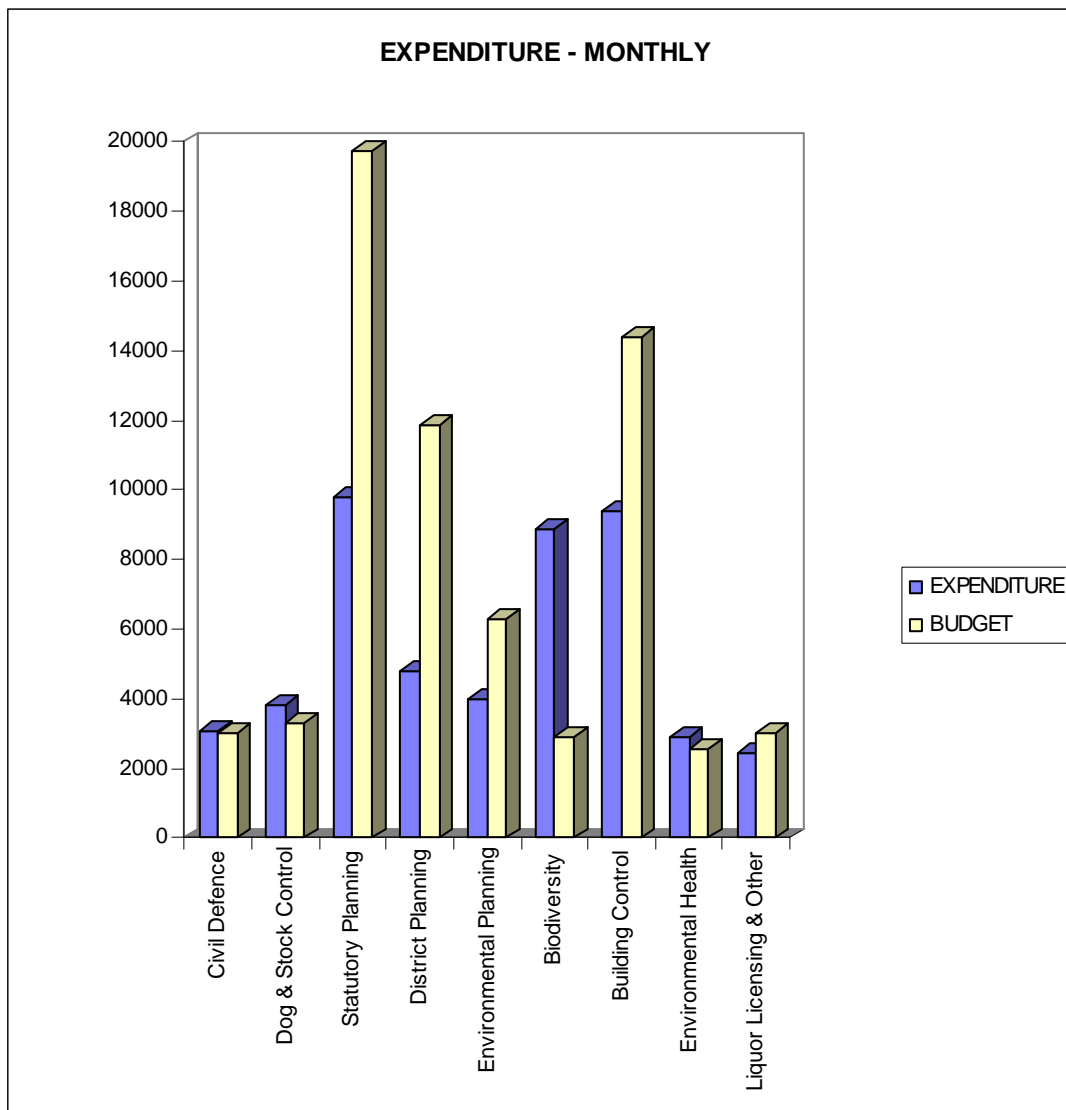
- 7.1 I can report that a steady number of general enquiries were received during the period relating to food premises, and necessary changes that would be required to meet the potential changes in Legislation. The NZFSA have been conducting a series of seminars, road shows and radio advertising regarding the same.
- 7.2 A further site visit was made regarding maggots and odour from a fish truck spilling liquid whilst parked outside a residential dwelling. The matter has been resolved.
- 7.3 A complaint was received regarding odour from fish drums in South Bay. The matter was investigated and appropriate action taken to resolve the matter.
- 7.7 The matter of transient campers and health issues that arise from roadside camping i.e. effluent and rubbish has been discussed with Council and is still under review.

## **8.0 Shows and Events:**

- 8.1 Kaikoura A&P show took place on 25<sup>th</sup> February. I visited the site and assessed all food stalls and food preparation areas. On the whole a good standard was noted in terms of cleanliness, food safety, food preparation, food storage and prevention of cross contamination.
- 8.2 In all cases the events are assessed from a food safety, liquor licensing perspective, and public health perspective. In some cases I am involved prior to the event and assist in the overall planning, food safety advice / guidance and event management.

# Environmental Services Budget Report





- **Resource Consent Update**

**RESOURCE CONSENT UPDATE LIST FOR THE PERIOD OF  
FROM 9<sup>th</sup> FEBRUARY 2006 TO 7TH MARCH 2006.**

Resource consents decisions issued:

Type of Consent	Applicant	Address of Activity	New Lots	Guest No.
3 Lot subdivision/Build dwelling	Buffy Ltd	256 Schoolhouse Rd		
2 Lot subdivision, create 19 unit titles on Lot 1	Alpine Pacific Developments Ltd	154 Beach Rd		
Subdivision 2 Lots	L & R Allison	21 South Bay Parade	2	
Subdivision and land use consent, development of 24 unit hotel and unit titles – 44 visitor beds	Neumann Real Estate Ltd	72 Beach Road	24	44
Land Use- build garage within road baoundary setback	Rick Izard	306 Scarborough St		
Subdivision 2 lots, Build dwellings	Bay Paddock Ltd	Inland Rd	1	

Subdivide lot 11, construct dwelling	MJ and JR Hunt	26 Bayview St	1
Sign Consent	The Joiners Shop	Beach Road	
Sign Consent	Kaikoura Liquor	Edmund Ave	
Land Use – Relocate dwelling	Rio Rossellini	Skevingtons Rd	

Active consent applications currently in process:

Type of Consent	Applicant	Address of Activity
Land Use - Build 7 unit apartment	100 Torquay St	100 Torquay St
Build and operate a pre-school	Little Tamariki Montessori Pre-School	47 Ludstone Rd
Subdivision and Land Use – create allotments for each dwelling Lot size 4700m <sup>2</sup> .	Petersen TW & BM	Mill Road
Subdivision/Land use	Keeley and Surgenor	Grange Rd
Subdivision/ Land use	Fissenden	38b Titoki Drive
Sudivision/ Land use	Gerard/Smith/Alexander	Corner Topline/Brunels

Consent applications awaiting receipt of further information requested from applicant or on hold:

Type of Consent	Applicant	Address of Activity
Subdivision- 40 Lot subdivision, Build dwellings	Kaikoura Beach Villas	184-206 Beach Rd,
Subdivision-convert 2 unit titles to fee simple titles and subdivide balance of lot.	Bradbury Properties Ltd-	5 Kotuku Rd
Subdivision into two lots, build new dwelling on lot 2	WH & S Marshall	111 Scarborough St
Subdivision and land use-subdivide one lot and amalgamate the remainder	LW Kearns	8 Kiwi St
Land Use-build dwelling	M Holmes	142 South Bay Parade
Subdivision -3 Lots	I Bradshaw & JM Wadsworth	Kincaid Rd
Land Use – Construction of 5 apartment buildings	Waterfront Apartments Ltd	17 Avoca Street
Sign Consent	Diesel Engineering	Beach Road
Sign Consent	The Woolshed - Davidson	Beach Road
Signs Consent	Wilson*	State Highway 1, Hapuku
Land use: Additions to sleep out within a flood hazard area.	Case	Peketa Road
Subdivision- Separation of existing title	Matariki Farms	State Highway 1 Clarence
Land Use – Four wheel motor bike tours	Kaikoura Adventure Safaris	State Highway 1 Goose Bay

Land Use – Visitors Accommodation 12 Chalets	Mac Farlane	Kekerengu
Subdivision and Land Use – Create 3 lots and erect dwellings.	Harnett Estate A.M	205 Bay Paddock Road
Subdivision – Create one additional allotment	A & T Flavell	102A Torquay Street
Subdivision, create one additional allotment	Reader	State Highway 1, Meriburn
Land Use – Holiday house in archaeological area	Hitchon	Paia Point
Subdivision & Land use – Rural subdivision in Hapuku	Global property Investments Ltd	State Highway 1, Hapuku
Signs Consent	Kaikoura Hire Company	200 Beach Road
Subdivision 2 Lots- Boundary Adjustment	EJ MaKenzie	SH1 Magamaunu
Subdivision: 2 lot subdivision & dwellings	Reardon SJ & AR	19 Old Beach Rd
Subdivision and Land Use – Create three allotment from one existing allotment	A & M Watts	Athelney Road (State Highway 1)

Consent applications subject to appeal under sections 120 and 358 of the Resource Management Act:

Type of Consent	Applicant	Address of Activity
Subdivision & land use – Create 3 lots retain dwelling and allow for new dwellings	Battersby	Crn Athelney & School House Roads

Consent applications subject to application for declaration under section 311 of the Resource Management Act: Nil

\* Denotes Retrospective Consent

\*<sup>1</sup> Denotes Retrospective Consent Signage Aspect Only