

ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON THURSDAY 20TH JULY 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 21/06/2006*

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4. *Minutes Action & Issues List Update*

MEETING	ACTION REQUIRED	BY	DATE ACTIONED
	15 FEBRUARY 2006		
Environmental Services	Map of Kaikoura district with camping/litter problem areas identified in order of priority	Nicole/ Intern	Page 27
Environmental Services	Investigate, review and report back on existing signage within district relating to littering, i.e. "No Dumping" signage.	Nicole / Intern	To be undertaken July/August
	15 MARCH 2006		
Environmental Services	Provide a draft strategy for Sustainable Tourism Charter to Council	Nicole/Annie	In Progress
	21 JUNE 2006		
Environmental Services	Provide a report and recommendation on Urban Design Protocol	Rachael	In Progress
Environmental Services	Follow up signage for new toilet facility at Mill Road	Nicole	In Progress

5. *Environmental Services Report*

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

6. *Resource Consent Update*

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7. *Urgent Business*

• **Building**

There were 12 building consents with a combined construction value of \$1,008,793 issued for the month of June. These building consents were for:

- ◆ 2 New Dwellings
- ◆ 4 Commercial Projects (Offices, Fitouts, Etc)
- ◆ 1 Dwelling Addition/Alternation
- ◆ 1 Farm Shed
- ◆ 1 Boat Shed
- ◆ 1 Log Fire Installation
- ◆ 1 Replacement of Water Supply Services at Kaikoura High School

There were 47 Code Compliance certificates issued for the month and 8 Land Information Memoranda compiled and issued. The Building Control Unit is still very busy with general enquiries and also working on Council's Building Control Authority accreditation with the next combined Council's meeting on 27th and 28th July.

• **Resource Planning**

Resource Consent Update: 14th June 2006 to 12th July 2006.

10 new resource consent applications have been received in this period. These consist of land use and subdivisions. Of these applications only Works Infrastructure application for land use is to be notified given the information available to date.

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 resolved, on hold waiting for On Track (railways) feedback to solution agreed with Transit.
- **Global Property Investment** – Application remains on hold, however applicant's consultants have submitted a new subdivision plan, re-notification may be required.
- **Kaikoura Beach Villas** – 184-206 Beach Road, further information has been received and is currently being reviewed, application presently on hold notification required.
- **Kaikoura Waterfront Apartments Ltd** – 17 Avoca Street – Application notified 12th of July 2006 and submissions close on the 9th of August.
- **A & M Watts**, Athelney Road, 3 Lot Subdivision reductions for esplanade reserve currently being sought from the Department of Conservation.
- **Works Infrastructure- Kowhai Ford** – Land Use to move works depot. Application on hold awaiting peer review of flood hazard information.

Enquires in the district remain steady as do the number of applications applied for. An application for an 11 lot subdivision at the top of Mt. Fyffe Road has been received as well as the application for Works Infrastructure.

• **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

- The final of the SNA reports from the previous two weeks of survey work that the ecologist undertook, are being drafted and sent out to landowners. All reports are being sent out with various

forms of information on weeds, a weed year planner, info on QEII if thought appropriate and other relevant brochures/material at hand

- Follow up with landowners will begin throughout August to offer assistance in terms of protection, pest & weed control, fencing or just literally advice and information.
- The Biodiversity Officer recently attended Marlborough District Councils SNA Working Group meeting on June 27th and an update on KDC's project was provided. Many issues were discussed that are very relevant to our project and more valuable contacts made.

• **District Planning**

District Plan Update

The resolution of appeals on the District Plan continues to run fairly smoothly. Consent orders and memoranda for matters which were resolved by mediation are currently in circulation. The matters not resolved by mediation are also progressing. The appeal relating to building heights in South Bay is currently in the appellants hands. Gascoigne Wicks has written to the appellants advising that Council wishes to retain the current position of the Proposed Plan. How this matter will proceed is unlikely to be known until late July. The other matter proceeding to Court is the issue of subdivision in the Kaikoura Peninsula Tourism Zone. Council continues to be very pro-active in seeking to resolve this issue, meeting among the experts are continuing. It is however likely that the matter will proceed to a hearing at the Environment Court on 28 August 2006. Planning and landscape evidence is currently being prepared.

Sheryl Poulsen, Cheryl Barker, Rachel Vaughan & myself attended a "Keys to Excellence" workshop run by Mike Richardson. The workshop provided a number of well thought suggestions as to how local government can positively influence to the community and build better relationships. The workshop also reinforced that Kaikoura District Council is on the right track.

Work is still continuing with the Urban Design Protocol as discussed in last months agenda.

• **Environmental Development**

July 2006

1. Community Satisfaction Survey

The annual survey to measure the satisfaction of residents relating to council services has been posted to 300 residents. We require at least 180 completed surveys to ensure statistical accuracy, and once all postal surveys are returned (14th July) additional surveys will be carried out through phone interviews.

2. Lincoln Envirotown Launch

The Environmental Development Officer attended the launch of the Lincoln Envirotown as a guest speaker on Saturday 8th July. Environmental Development Officer gave a presentation, *Kaikoura 100% committed*- highlighting our achievements and goals in relation to environmental sustainability, summarizing Kaikoura's involvement in Zero Waste, Green Globe, Communities for Climate Protection, Trees for Travellers.

3. Green Globe/Kaikoura promotional brochure

A new brochure has been produced highlighting Kaikoura's involvement in Green Globe and other environmental programmes. The brochure is a simple summary of why and how Kaikoura is working towards sustainable practices. It will be distributed through local businesses, café's, the I-site and Council offices and aims to encourage visitors (and residents) to consider the consequences of their actions.

4. Sustainable Business Charter

The Environmental Development Officer and Tourism/Economic Development Officer have set up an initial meeting for those businesses who registered interest in setting up a Sustainable Business Charter (SBC). The meeting is scheduled for Wednesday 26th July.

The development of a SBC will complement the efforts of those businesses already involved with the Green Globe programme. Businesses who are unable to commit to the rigors and costs of the Green Globe programme could realistically commit to a locally developed charter, taking small and achievable steps. Those involved in Green Globe will benefit by extending and sharing the practical steps necessary to operate sustainably.

A Kaikoura Sustainable Business Charter will be open to all businesses. Each business would determine their own commitments and set out actions that they will implement over a 12 month period. Each year, new targets and actions will be set and it **will need commitment from** each business to meet those targets.

Benefits of a Sustainable Business Charter

- Reductions in costs of products (i.e. if 30 businesses purchase compost facilities, suppliers should be able to offer significant financial discounts compared to individual purchases). The development and implementation of a SBC would incur very little cost and time commitment would be determined by individual operators setting their own targets.
- Green Globe: The development of a sustainable business charter will complement the Green Globe programme. Those businesses involved in GG would already be actively practicing many aspects of the charter, while those who are unable to commit to the rigors and costs of the Green Globe programme could realistically commit to a locally developed charter.
- Marketing: Kaikoura is known as a green, eco destination and travellers are known to have an increasing expectation of sustainable practices regardless of the business genre. Developing a SBC would allow businesses in Kaikoura to put into action the protection and enhancement of our unique environment. Word of Mouth Marketing: the more that businesses do towards sustainability there is likely to be greater awareness and buy in from visitors and residents
- Pooling ideas: working as a group, members would be able to share their learning's, savings and difficulties associated with implementing various environmentally sound practices.
- Funding and labour assistance: working towards a common goal (i.e. revegetating garden areas with natives) may open opportunities for funding assistance, volunteer workers etc.

5. South Bay Domain Landscaping

Environmental Development Officer is working with Department Of Conservation to develop a landscape plan for the South Bay domain. A working group will be established to ensure the plan links with the Coastal Management Strategy and enhances the area for recreational purposes. It is envisaged the landscaping shall be completed to coincide with the completion/opening of the Interpretation Facility (November 2006).

6. Kaikoura Litter hot spots: Refer to map

Map ID	Site	Issue	Facilities	Land Managers	Signage summary	Priority
1	Kowhai Molluc bin	cars, household rubbish	molok/ recycling	KDC	no dumping	high
2	Kowhai Go-cart track	cars, household rubbish		KDC	no dumping	high
3	River beds either side of Kowhai	cars, household rubbish		ECAN		high

		cars, household rubbish		DOC		
4	Hapuku river banks					high
	Mangamaunu/Kiwa	litter, toilet		KDC	no	
5	Road	waste	molok/ recycling		dumping	high
		litter, toilet		DOC	no	
6	Seal colony	waste	recycling station		dumping	high
7	BellBird corner:	litter, toilet		KDC		
	Inland Road	waste				high
8	Parking area at race	general litter,		KDC	toilets	
	course end of South	household			across	
	Bay	rubbish	recycling station		road	med
9		litter/cars:		TRANSIT		
	Stoney Creek lay by	Transit/works				
	area	issue				med
10		garden waste		KDC		
	Whakatu Quay	mostly				low
11	Whale Watch car		recycling station	KDC		
	park	Garden waste	close by			low

7. Updating Kaikoura's solid waste management plan

Ueli Maass has been developing a completely new waste management plan for the District. To underline Kaikoura's will to reach Zero Waste the proposed name for the document is Zero Waste Plan Kaikoura 2006. The plan will provide Kaikoura with a flexible, applicable and updateable document.

The document is structured into three main sections:

o Policy section

This section will be the frame work for all actions leading to Zero Waste: the current status section and the action section rely on the policy section. This section will be written to require updating at less frequent intervals (i.e. every 3 years).

The current status section and the action section are the two dynamic sections of the document referring to the policy section.

o Current status section

The current status section describes the current system of kerbside collections, recycling and final disposal and will be updated with the newest numbers/statistics (i.e. annually). This section should always provide the reader with a short but informative overview of what is/has been happening throughout the District. This section might be the source to implement projects or changes in the two other sections.

o Action section

The action section contains all the projects, tools, plans etc that are undertaken to achieve Zero Waste. Changes to this section will depend on the number of projects that are undertaken each year. When a new project is planned, it will need to meet the requirements of the policy section, be described and listed in the action section and result in the details contained in the current status section.

A draft of the plan is expected to be available by late August 2006.

• Environmental Health

1.0 General Environmental Health Issues:

1.1 A steady 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:

- 2 General Manager Licences received and processed.
- 3 General Manager Renewal received and processed.
- 1 On 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 A joint meeting with Community Public Health and myself took place during the month, the purpose of which was to assess the performance of licensed premises within the district and highlight a number of those premises which would require joint unannounced 'out of hours / evening' visits within Kaikoura. This operation was put on hold due to other Controlled Purchase Operations taking place within Canterbury.

2.4 I can advise Council that the Police, Community and Public Health, and myself (Inspector) have conducted Controlled Purchase Operations (CPO) within a number of other District Council and DLA's. The results were disappointing, in that a significant number of premises across a broadband of premises sold alcohol to a 16 year old minor on the premises (under police supervision).

A firm line of enforcement and prosecution is being taken across Canterbury.

The seller (if not a duty manager) will be offered a Diversion charge in District Court, The licensee and duty manager will have their licences / certificates suspended for a period of time. Persistent offenders will be called to a hearing in front of the Liquor Licensing Authority.

Media releases and radio statements have been issued, but despite the clear breaches and disappointment from the reporting agencies, staff and licensees still seem complacent, almost blinkered in their approach to selling alcohol.

It is envisaged that a CPO will take place in Kaikoura later in the year.

2.4 The Liquor Bylaw and Alcohol Ban was heard at the last Council meeting, where upon it was accepted and granted. Discussions are taking place with Police and agencies regarding the best format for signage and demarcation of boundaries. I will provide an update next month.

2.5 As previously discussed, the Police, Inspector and CPH are considering the potential for operating a "lockdown" situation with many of the licensed premises operating after 1.00am. In essence a lockdown allows people to leave at any time until 3.00am but does not allow new patrons to enter after 1.00am. I will provide an update in my next report.

3.0 Infectious Diseases:

- 3.1 Two notifiable infectious diseases were reported in the Kaikoura District during June 2006.
- 1 case of Yersiniosis
 - 1 case of Campylobacter

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 June 2006.

4.2 A meeting is scheduled with the Noise Officer to update procedures, practices and reporting to Food and Health for follow-up / possible further investigation. These procedures must reflect the requirements of the noise standards and specific details of the district plan. I will report my findings next month.

5.0 Registered Premises:

5.1 As previously reported, all food premises have been assessed, in terms of the General Food Hygiene Regulations. It should be noted that the overall standard of food preparation and food safety have improved in the past year. The emphasis of assessment has focussed on risk management and risk control through the whole food chain.

This style of approach is extremely useful in identifying potential routes of contamination and weaknesses in the overall food operation. Some premises revisits are being planned for August to check on overall compliance.

5.2 I have received two separate requests for new food businesses dealing in wet fish and crayfish. Both premises are being separately constructed and will be completed shortly. I will assess each one independently prior to opening, focussing on cross contamination, temperature control, cleaning sanitising and risk minimisation. One of the operators will have a mobile van to travel around the district selling fish.

5.3 I have received two additional requests to set up a crayfish caravan. The applicants requested information regarding food hygiene regulations, what limitations / requirements.

6.0 Water Quality Monitoring:

6.1 Please refer to the schedule of monitoring for June 2006.

6.2 As previously reported, all PHRMP draft documents have been submitted to the water engineers for comment and approval. I have begun a full review of the systems and procedures in line with the documents and will be conducting a full documentation review along with ongoing monitoring, assessment and contingency planning. Gallo has made comment on the township PHRMP, his comments have been noted and changes made. I anticipate submitting the PHRMP to the Drinking Water Assessor by the end of the week.

6.3 As previously reported, a draft PHRMP has been written for the Ocean Ridge Project along with a series of recommendations and management reviews. I am again expecting some review and consultation to take place before it is finalised for submission to the Drinking Water Assessor for sign off.

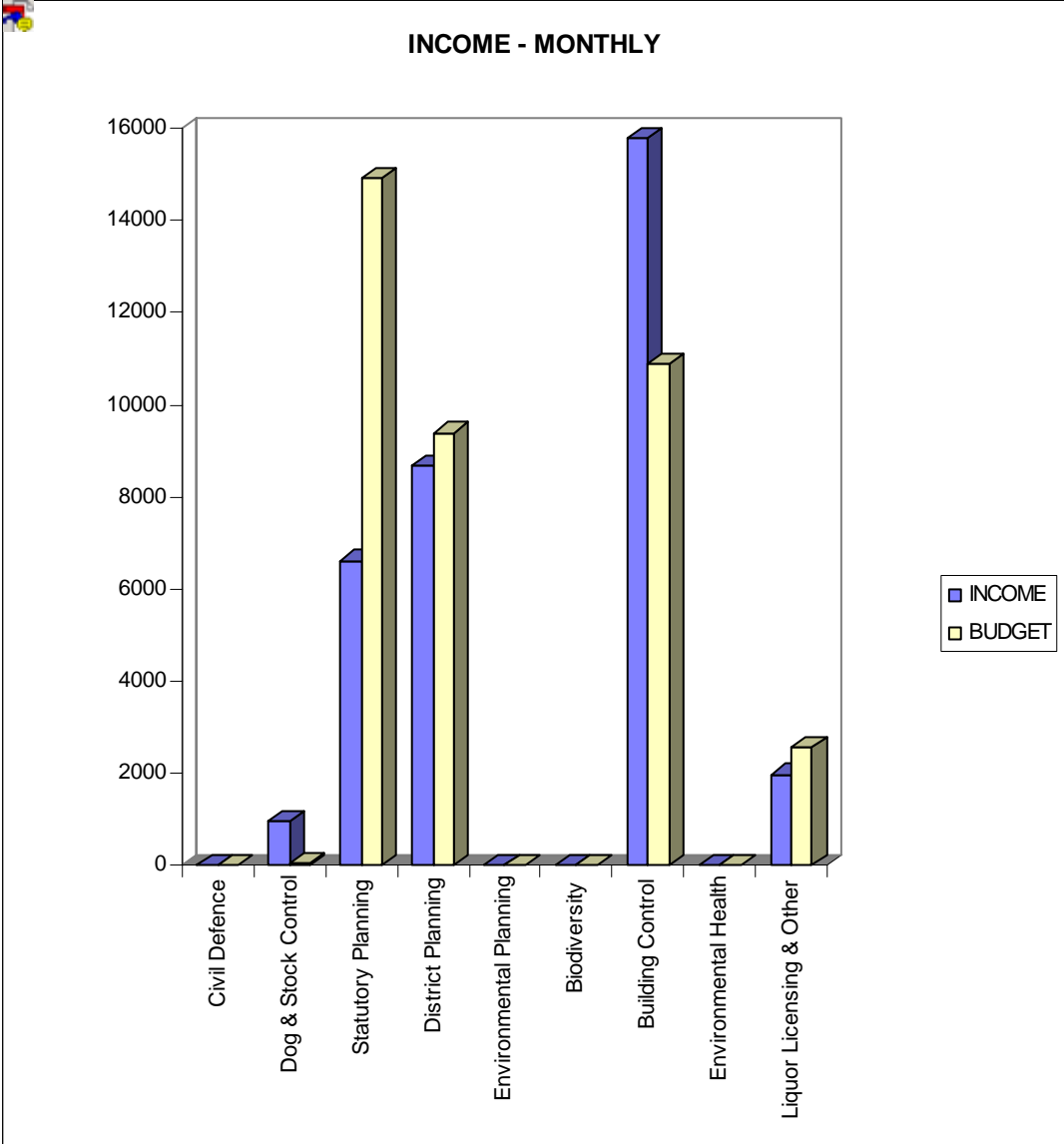
7.0 Nuisances & General

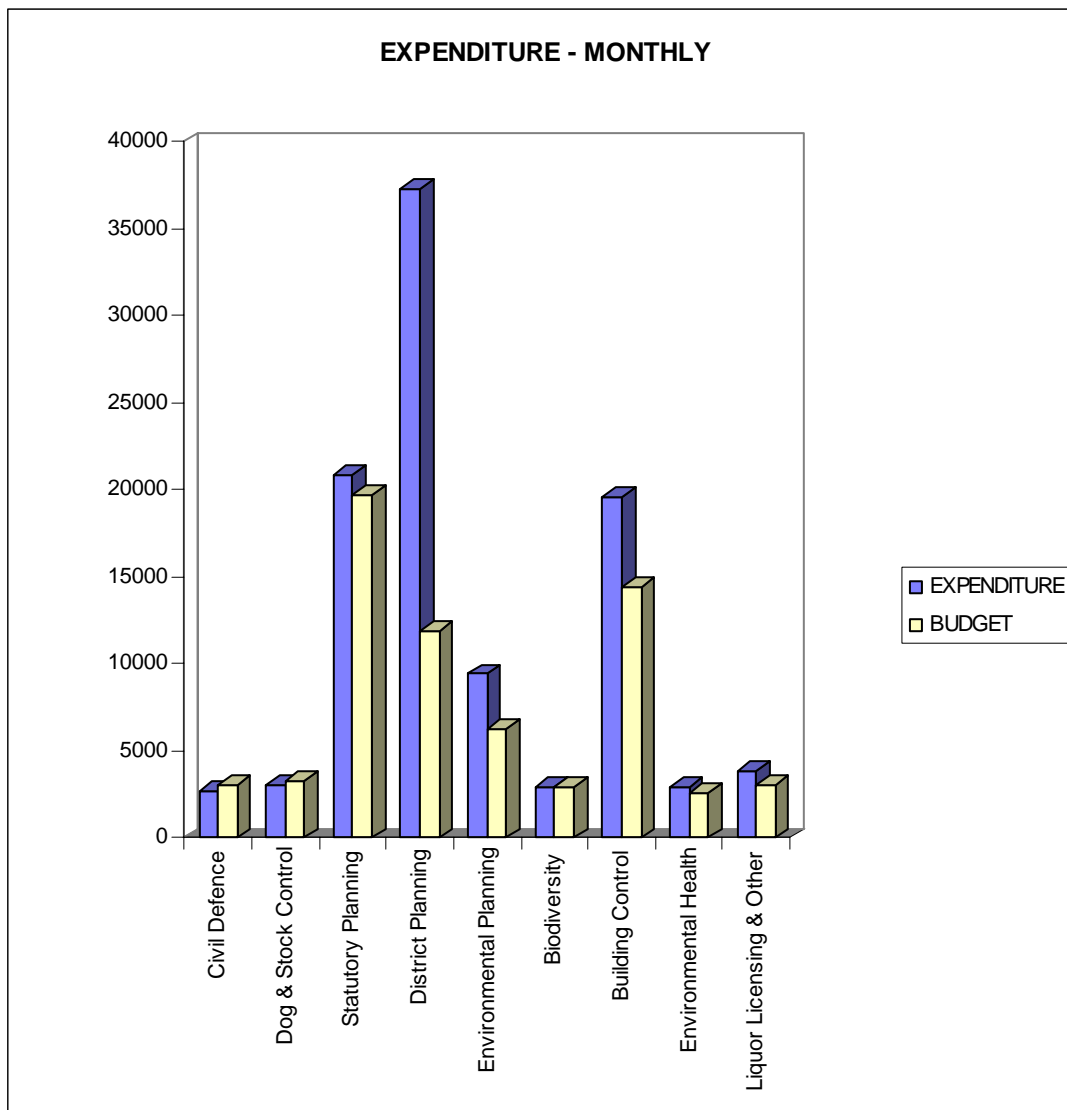
- 7.1 In terms of nuisances and complaints, the month of June again was a quiet month.
- 7.2 I have received several enquiries / service requests regarding the requirements of food premises, potential new businesses starting up and some looking for guidance on the Domestic Food Review undertaken by the NZFSA.

8.0 Shows and Events:

- 8.1 There were no shows or events during the month of June 2006.

Environmental Services Budget Report





• **Resource Consent Update**

RESOURCE CONSENT UPDATE LIST FOR THE PERIOD 13th JUNE 2006 TO 12th JULY 2006.

Resource consents decisions issued:

Type of Consent	Applicant	Address of Activity	New Lots Guest No.
2 lot subdivision	KD & SI Topp	Puhi Puhi Rd	1
Subdivision and Land Use – create allotments for each dwelling Lot size 4700m ² .	Petersen TW & BM	Mill Road	1
Land Use – Holiday house in archaeological area	Hitchon	Paia Point	
Subdivision	Smith and Otahuna Investments	10-20 West End	1
Subdivision 2 Lots- Boundary Adjustment	EJ McKenzie	SH1 Mangamaunu	1
Land Use- Build dwelling and shed/workshop	C & S Buschl	Harnetts Rd	

2 lot subdivision	AD & M Spencer	17 & 19 Deal Street	1
Land Use-erect dwelling in flood zone	Bolton & Montgomery (J Nicolls Builders)	Mt Fyffe Rd	
Boundary adjustment	Department of Conservation	McInnes Rd	0
Subdivision -3 Lots	I Bradshaw & JM Wadsworth	Kincaid Rd	2
3 lot subdivision and amalgamation	Glen Alton Partnership	Clarence Valley Rd	2
Extend existing motel by 7 units, office/laundry & garage	Pollard Family Trust	222 Esplanade	14
Build classroom	St Joseph's School	30 Ludstone Road	
2 lot subdivision, consent for existing dwellings	PR & ML McCaskey & MI Bool	145 South Bay Parade	0
Relocate dwelling within same site	Neil Pablecheque	115 Beach Rd	

Active consent applications currently in process:

Type of Consent	Applicant	Address of Activity
Build garage	D & S Lewis	9A Old Beach Rd
Build garage with reduced setback from boundary	A Cameron	51A Torquay Street
3 Lot subdivision & amalgamation, build dwellings	Taylor RJ & M	1615 Inland Rd,
Boundary adjustment & amalgamation	DC Hadorn	278 Mt Fyffe Road
Build 2 nd dwelling in a flood zone	S & D Cleall	2 Postmans Rd
11 lot subdivision, build dwellings in a significant landscape area	Mt Fyffe Developments Ltd	Mt Fyffe Rd
Relocate depot incl office, parking, toilets, concrete batching, aggregate storage, cement silo, vehicles etc	Works Infrastructure Ltd	Kowhai Ford Road
2 Lot subdivision	A Gill	469 Postmans Road
5 Lot subdivision	Kowhaibanks Developments Ltd	Cnr SH 1 and Inland Road
Subdivision and Land Use – Create three allotment from one existing allotment	A & M Watts	Athelney Road (State Highway 1)

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

Type of Consent	Applicant	Address of Activity
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Land Use -Build dwelling that does not comply with building height restriction	Holmes M	142 South Bay Parade
Establish camping ground	Neil Pablecheque	115 Beach Rd
2 lot subdivision	D Timms	143 Beach Rd
Subdivision- 40 Lot subdivision, Build dwellings	Kaikoura Beach Villas	184-206 Beach Rd,
Car parking & storage area	Prime Pine	210a, 212,216 Beach Rd
Subdivision-Boundary adjustment	Marshall M & Browne M	Factory Road
2 lot subdivision, consent for existing & new dwelling	KT & JL Genet	155 South Bay Parade
Subdivision-convert 2 unit titles to fee simple titles and subdivide balance of lot.	Bradbury Properties Ltd-	5 Kotuku Rd
Subdivision and land use-subdivide one lot and amalgamate the remainder	LW Kearns	8 Kiwi St
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
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 lot subdivision & dwellings	Reardon SJ & AR	19 Old Beach Rd
5 lot subdivision, retain existing buildings	Nelson Diocesan Trust Board	16 Yarmouth St & 37 Torquay St
2 lot subdivision	RP & EF Wilson	Shwy 1
Boundary adjustment, retain existing buildings	Canterbury Underwater Club & 100 Torquay St Ltd	96 & 100 Torquay St
Land Use - Build 7 unit apartment	100 Torquay St	100 Torquay St
2 Lot subdivision	Tohelkat Limited	5 Kekerengu Rd

Consent applications subject to objections under section 357 of the Resource Management Act:

Type of Consent	Applicant	Address of Activity
3 Lot subdivision, consent for existing dwellings	Proctor BM	119 South Bay Parade

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

* Denotes Retrospective Consent

*¹ Denotes Retrospective Consent Signage Aspect Only