

ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 20 SEPTEMBER 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 16/08/2006* *page 84*

4. *Minutes Action & Issues List Update*

<i>MEETING</i>	<i>ACTION REQUIRED</i>	<i>BY</i>	<i>DATE ACTIONED</i>
	15 MARCH 2006		
Environmental Services	Provide a draft strategy for Sustainable Tourism Charter to Council	Nicole/Annie	In Progress
	16 AUGUST 2006		
Environmental Services	Provide copy of Urban Design Protocol to Councillors and revisit this matter at the September meeting.	Rachel	Item 7 Page 41

5. *Environmental Services Report* *page 16*

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

6. *Resource Consent Update* *page 37*

7. *Urban Design Protocol* *page 41*

8. *Urgent Business*

9. *Public Excluded Session*

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

a) *Review of Conditions of Consent – Proctor*

The general subject matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) and 7(2)(i) of the Local Government Information and Meetings Act 1987 for the passing of this resolution are as follows:

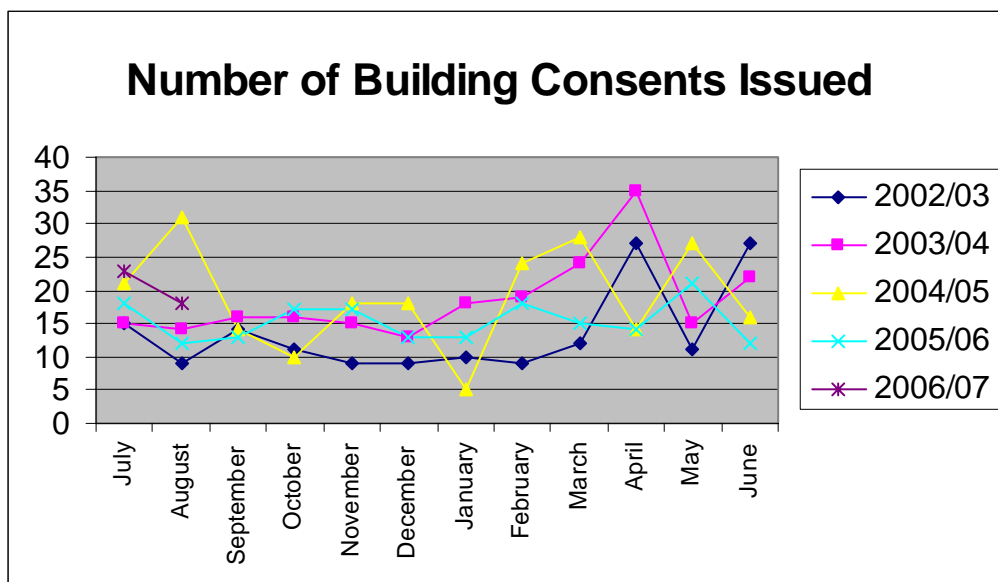
General subject of each to be considered	Reason for passing this resolution in relation to each matter	Grounds of the Act under which this resolution is made
Review of Conditions of Consent – Proctor	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Local Authority to deliberate in private on its decision or recommendation.	Section 48(1)(a) and 7(2)(b)

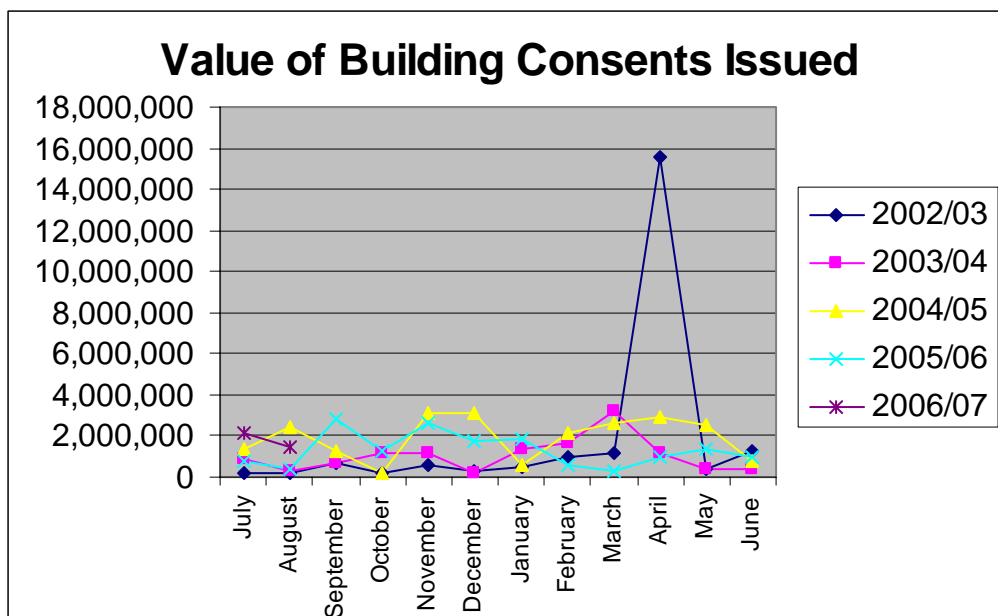
• Building

There were 18 building consents issued with a combined construction cost of \$1,463,195.00 for the month of August. These building consents were for:

- 4 New Dwellings
- 3 New Garages
- 1 Pre-School Facility
- 1 Dwelling Relocation
- 3 Dwelling Additions/Alterations
- 1 Marquee
- 3 New Log Fires
- 1 Jetty, Bridge & Boardwalk
- 1 2Unit Tourist Motel

In all, the building control unit has been very busy with enforcement duties taking up most of our time. There has been a lot of new compliance with the Building Act 2004 and its approved documents, the two main areas being carrying out works with first having uplifting a building consent to do so and also not carrying out work in accordance of the approved plans submitted and approved for building consent. N Burnby and myself have been working very hard in this area trying to convince and educate builders and the public as to the requirements of the Building Act. There also appears to be a perception that if they have an Engineer design and inspect their works that they can carry on without a building consent or any Council inspections. This is not the case and Engineers are not exempt from the requirements of the Building Act.





• Resource Planning

Resource Consent Update: From 9th August 2006 to 12th September 2006.

Seven new resource consent applications have been received in this period. The consent numbers therefore remain down on previous years. Consents received consist of land use and subdivisions these applications are unlikely to generate public interest.

Progress of publicly notified resource consents is following:

- **Kaikoura Developments Limited – (Scenic Circle)** – Retaining wall constructed. Further development of proposal still uncertain.
- **Kaikoura Adventure Safaris** – Transit New Zealand and Ontrack (railway) matters now resolved by way of road agreement, formal hearing required to address other issues.
- **Global Property Investment** – Applicants have requested application to be removed from hold, hearing now required.
- **Kaikoura Beach Villas** – 184-206 Beach Road, Application on hold awaiting further information. Notification required.
- **Kaikoura Waterfront Apartments Ltd** – Submission received, application on hold at applicant's request.
- **Works Infrastructure- Kowhai Ford** – Land use to move works depot. Peer review received. Site plan reviewed and additional information sought. Notification will occur once additional information received.

Enquires in the district remain steady, however consent numbers are down. Staff are still busy with existing consents and the monitoring of subdivisions. WM & DM Dowle have applied for final sign off (Section 224(c) approval), R D Hughes Holdings Ltd have applied for plan approval (Section 223) and I understand that Seaview will shortly be applying for final sign off to stage 1 of their development.

• Monitoring/Biodiversity

Monitoring.

- Monitoring is on going as is follow up to previous non-compliances.

- Complaints have been few over the last period but involved - heavy vehicles in a residential area, dumping of green waste, abandoned car, lack of maintenance to Council reserve trees, and un-consented visitor accommodation.

Biodiversity & SNA Project

EnviroSchools 2006

Imagine...a generation of innovative and motivated young people, who instinctively think and act sustainably.....Enviroschools is working towards this vision through a whole school approach to environmental education. Students develop skills, understanding, knowledge and confidence through planning, designing and creating a sustainable school. Action projects undertaken by Enviroschools have both environmental and educational outcomes that benefit the school and the wider community. Enviro schools take a holistic approach to environmental education.

The Enviroschools concept was developed in the Waikato in the 1990's; it has since been extended into schools across New Zealand. Implementation is on a regional basis, along regional council boundaries. The national team works with Enviroschools Regional Coordinators to support the creation of sustainable schools via:

- The **Facilitated Enviroschools Programme** – where schools sign-up to a 3-year process of environmental learning and action; as an Enviroschool they gain access to an extensive resource kit and a trained facilitator.
- The **Enviroschools Awards Scheme** - an incentive scheme for schools to become actively involved in environmental education through achieving bronze, silver and green/gold levels with the assistance of an awards booklet.

Six out of Kaikoura's seven schools are involved in the Enviro Schools programme (Suburban are looking to join next year) and on the 31st August all six received their bronze awards – the first step to becoming a fully sustainable school. A ceremony was held in the memorial hall facilitated by Fay Wilson-Hill of the Christchurch College of Education, with speakers including myself (on behalf of our Mayor), Environment Canterbury's Councillor Robert Johnston and Sarah Smith from the High School. Also present was Phillipa Gardner, the Environmental Education Coordinator from Environment Canterbury, and Elizabeth Harrop as the new Regional Coordinator for Enviroschools.

It is hoped that Council can assist wherever possible to encourage or enable the schools to carry on the good work and head to the next milestone of the silver awards.

Regional Biodiversity Strategy.

As noted a short time ago, Environment Canterbury are coordinating the development of a Regional Biodiversity Strategy, involving a wide range of stakeholders from within the Canterbury region, as a Strategy Advisory Group. (Territorial Local Authorities, Environment Canterbury staff, Federated Farmers, NZ Landcare Trust, Queen Elizabeth II Trust, Fish & Game, Department of Conservation, Forest & Bird, Ngai Tahu, Fonterra, Landcare Research, Councillors, Land Information New Zealand, Banks Peninsula Conservation Trust)

Consultation started some time ago with interviews/discussions individually between Environment Canterbury staff & the stake holders and the first group meeting was held 28/8/06. It is anticipated for the group to meet once a month through to about December, in order to piece together a strategy in draft format.

It is important to note it is not intended to be an 'Environment Canterbury strategy', but a Regional Strategy, one that all regional stakeholders have contributed to.

The first meeting brought up mixed feeling about:

- Environment Canterbury's intentions

- Why was one needed when there is much good work happening already
- Gut feelings, benefits, disadvantages & barriers.
- Potential side effects of creating a 'beaurocratic' strategy to existing relationships etc.

For the Councillors benefit, as noted by the recent minutes provided following the meeting–

What is a strategy?

- Defines the outcomes being sought and how they will be achieved
- High level, not an action plan
- Serves to coordinate effort and clarify roles.
- The strategy process is to get ideas on the issues, outcomes and how to achieve the outcomes together.

Why a strategy?

- Coordination – there is a lot of good work going on around the district
- Awareness and understanding of the term 'biodiversity' is poor, but strong belief that biodiversity is important.
- Similarities in challenges faced throughout region
- Key issues relate to biodiversity management rather than specific species or ecosystems (ie: lack of incentives, perverse effects of regulation, lack of resources (\$ & people), gaps in information, limited resources used for environment court battles instead of on the ground work.).
- Facilitates better coordination of effort & more efficient use of resources
- A frame work to reflect – what we are collectively aiming to achieve, how we can do that, and how to measure success.

Key points –

- A regional strategy is NOT the Regional Councils strategy
- Biodiversity outcomes depend on sharing of responsibilities and positive actions at all levels, so important that the strategy is not just about what Ecan is going to do.

The Biodiversity officer intends to report back to the council on a regular basis, however a full copy of the minutes can be provided to the Councillors should they wish for further detail.

Clean up NZ Week 18th – 24th September 2006.

See the Environmental Development Officers report to follow.

• **District Planning**

The appeal relating to the Whale Watch land at the Kaikoura Peninsula has been heard by Judge Smith in the Environment Court. Judge Smith has endorsed the position reached by the parties during mediation. This results in the creation of a Lifestyle Living Area on the land to the east end of Scarborough Street and more stringent protection of the eastern Kaikoura Peninsula through objectives and policies within the District Plan. These provisions are effective from the date of sign off. See Environment Court Order attached.

This means the only outstanding matter is the building height restriction in South Bay. The building height restriction is set down to be heard on 30th/31st October with exchange of evidence due on 13th October. Matt Hoggard is Expert Planner to represent the Council on this matter. The matter relating to the subdivision standard in the Rural Zone has been resolved through mediation and is yet to be signed off by the Environment Court. It is anticipated that the District Plan will be fully operative following the hearing of the South Bay height restriction matter. Work is continuing on collation and printing of the final operative District Plan.

Following the District Plan becoming fully operative, a discussion of the undertakings outlined by the planning committee during the decision on the Proposed District Plan submissions will be required. The committee will need to consider the undertakings and decide on the necessary actions; due to staff time it may be prudent to prioritise some of these matters.

Canterbury Regional Council

The Natural Resource Regional Plan Chapters 4-8 submissions are currently being heard by Environment Canterbury. The submissions were prepared in a collaborative approach with other Council's in the Canterbury Region. The matters under submission relate to matters which affect District Council operations and the wider community, joint cases are being presented with other District Councils. Due to staff time, this has all been coordinated by planning consultants Response Planning. The other Canterbury District Council's have been generous in meeting the majority of costs for these appeals, lessening the burden on smaller Council's such as Kaikoura. All Council's agreed that the support of the smaller District Council's contributed to the collaborative approach and strengthen the case of all the Councils.

A scoping report for review of the Canterbury Regional Policy Statement has been released for comment and I attended a consultation meeting on the 22nd August at the Hurunui District Council. The scoping report, attached, outlines a change to the triennial agreement and therefore the report must be formally adopted by Council. I have prepared a report recommending adoption of the scoping report. Environment Canterbury were also seeking feedback on the Scoping Report, feedback was due by 15th September 2006. A copy of the feedback I prepared for the scoping report is also attached for adoption. Given the timeframes outlined, the feedback could not be formally adopted by Council prior to lodgment, therefore if the committee are of mind to reject the feedback, then this can be withdrawn from the Council.

IN THE MATTER of The Resource Management Act 1991

AND

IN THE MATTER of an Appeal pursuant to Clause 14(1) of the First Schedule to the Act

BETWEEN **WHALE WATCH KAIKOURA LTD** (ENVC 301/05)

AND **CANTERBURY REGIONAL COUNCIL**
(ENVC 305F/05)

Appellants

AND **DIRECTOR GENERAL OF CONSERVATION**

(Section 274 Party)

AND **KAIKOURA DISTRICT COUNCIL**

Respondent

BEFORE THE ENVIRONMENT COURT

Environment Court Judge Smith (sitting along under section 279 of the Act)

IN CHAMBERS at CHRISTCHURCH

CONSENT ORDER

1. The Court has read and considered the appeal of the memorandum of the parties received on August 2006.
2. The Director General of Conservation has given notice of its intention to become parties to these appeals.
3. The Canterbury Regional Council and Whale Watch Kaikoura Limited also give notice of intention to be heard on ENVC 301/05 and ENVC 305F/05 respectively.
4. In signing this consent order the Court has considered the merits of the solution agreed by the parties and is satisfied the solution achieves the purposes of the Resource Management Act based on the evidence submissions of Counsel.
5. The Court orders by consent that the appeal ENVC 301/05 and ENVC 305F/05 are allowed to the extent where the Kaikoura District Council is directed to amend the proposed Kaikoura District Plan as follows:
 - (a) The Plan Provisions are amended to read in accordance with schedule 1 attached to this order comprising of chapters 13 and 23 and incorporating the amendments to the definitions attached and Appendix 0.
6. The appeal is allowed to the extent required to give effect to their memorandum and is otherwise dismissed.
7. There is no order as to costs.

DATED at Christchurch

2006

Judge J Smith

Environment Court Judge

Issued:

• **Environmental Development**

Sustainable Business Charter

Following advertisements in the Kaikoura Star, emails distributed through KITI and other business networks in the District, businesses were invited to attend a meeting to discuss the possibility of developing a sustainable business charter for Kaikoura. The meeting, held in late July, was attended by representatives from four local businesses (Encounter Kaikoura, Whale Watch, Kaikoura Winery and Top 10 Holiday Park).

It was discussed that increasing awareness and participation in sustainable actions would generate momentum and was more likely to result in stronger support for a sustainable business charter in the future.

Generating support for the introduction of a plastic bag free town, promoting businesses that have realised the financial and environmental benefits through participation in sustainable business practises were suggested actions to take place in the near future. Working with recently formed groups such as the Café Cluster Group and the Conference Group to highlight the benefits of programs such as Green Globe, the benefits of incorporating sustainable options throughout every day business are some options.

Keep New Zealand Beautiful Week

A national program, Keep New Zealand Beautiful is being held from 18-25 September. The Environmental Development Officer and Biodiversity Officer are encouraging schools throughout the District to participate by nominating an area close to or significant to the school to clean up during this week.

Locations for members of the community to be involved on Saturday 23rd September will be advertised in the Star over the upcoming weeks. The locations include: Lyell Creek, beach front near New World, the coastal strip from the corner SH1 and South Bay Rd towards the Kowhai River, Oaro foreshore.

Groups throughout the District have expressed interest in being involved in Saturdays clean up include Department of Conservation, Environment Canterbury, The Seaward Ladies Lions and it would be great to have representation from Councillors.

Conservation Volunteers

Canterbury Resource Management Awards

The Environmental Development Officer submitted an application ***Kaikoura Conservation Volunteer Projects*** to the Canterbury Resource Management Awards 2006. If successful the award would provide publicity and recognition for the contributions volunteers have made throughout the District, linking with the communities commitment to Green Globe and environmental conservation.

British Trust for Conservation Volunteers

Two groups are scheduled to work on conservation projects throughout the District this summer. The groups will be working with various stakeholders, including: KDC, Takahanga Marae, and Department of Conservation. The cost of hosting these groups is minimal to Kaikoura District Council (car hire, materials and coordination time) and hosting such volunteers over the years has enabled many significant conservation projects to be started and completed

The first group arrives Wednesday 4th October and will be working on the following projects: Trees for travellers, shearwater colony on the peninsula, rock graffiti on the peninsula track and weed eradication.

Kaikoura Peninsula Walkway

South Bay Facilities

The toilet facilities are nearing completion with final approvals from Council officers expected in the near future and the interpretive panels shall be installed by early December. The old toilet facilities are expected to be removed by the end of September. The development of the walkway is expected to commence within the next four weeks- this will include the development of the wheel chair accessible track from South Bay and the construction of the track from Point Keen.

Development of Landscaping Plan for South Bay Recreation Reserve

Department of Conservation and Kaikoura District Council are initiating the development of a landscape plan for the South Bay Recreation reserve. The Landscape Plan, a priority within the Coastal Management Strategy, will compliment the recently upgraded facilities and South Bay entrance to the Walkway while also enhancing the area for recreation pursuits.

Interpretation

The Interpretation Plan for the Peninsula Walkway Panels is currently in the final stages. The walkway will be promoted as a circuit departing from and returning to the I-site. The promotions include interpretation panels and orientation marker poles along the length of the walkway.

Plans for both the walkway and the interpretation are available from the Environmental Development Officer if Councillors would like further detail.

Traffic Control Bylaw

From deliberations following the Freedom Camping verbal submissions from late August 2006, the Chief Executive Officer proposed that by resolution Council can enact section 2.1.1 of the Kaikoura Traffic Control Bylaw- prohibiting camping on specific Council Reserves. For this existing Bylaw to prohibit camping on Council Reserves, each reserve (managed by Council) needs to be specified and accepted by resolution of Council.

Following the selection of specific reserves and acceptance by Council resolution, the Bylaw will be made available for public comment.

The following list and attached maps highlight reserves managed by Kaikoura District Council and associated legal descriptions where available:

Kaikoura Council Reserves, Township

1. Gooches Beach Recreation Reserve
(CU 2046.012) SEC 468 TOWN OF KAIKOURA BLK XI MT FYFFE SD – KAIKOURA REC RESERVE
2. Churchill Street Park
(CU 2046.009) SECS 308-314 317 PT 316
3. Kaikoura Cemetery
GAZ 1964-63 PT SEC 264 BLK XI MT FYFFE SD – (CEMETERY)-
4. Seal Colony carpark
(CU 2046.007) SEC 36 BLK XI MT FYFFE SD – KAIKOURA REC RES
5. Jimmy Armers Beach
(CU 2046.008) SEC 350 BLK XI MT FYFFE SD –KAIKOURA REC RES
6. South Bay Commercial Boat Park, Moa Point and small craft marine facility area
SECTION 43 BLK XI MT FYFFE SC – REC RES PDE STH BAY 8/3/89

7. Garden of Memories
WAR MEMORIAL PLOT – GARDEN OF MEMORIES –
8. Reservoir Site, Scarborough Terrace
LOT 1/2 DP 1597 BLK XI MT FYFFE SD
9. West End (between SHI and Esplanade)
SEC 353 KAIKOURA SBU BLK X MT FYFFE SD –PARKING RES –
10. South Bay Recreation Reserve (South Bay foreshore)
SECTION 43 BLK XI MT FYFFE SD – REC RES PDE STH BAY 8/3/89
11. South Bay Recreation Reserve (Start of walkway to Seal Colony)
SECTION 38 BLK XI MT FYFFE SD – KAIKOURA REC RES
12. South Bay Domain (South Bay Parade to Kowhai River)
(CU 2046) SEC 5 BLK IX PT SEC 9 BLK X MT FYFFE SD – TNA- KAIKOURA REC RES
13. South Bay Domain (race course)
LOT 11 DP 7341 SEC 30 BLK XI PT SEC 9 BLK X MT FYFFE SD – KAIKOURA REC RES
(PT CU 2046.2 & 3)
14. South Bay Recreation Reserve (rest area on south bank of the Kowhai River) (NO LEGAL DESCRIPTION)
- 15.
16. Kiwa Road Managamaunu (NO LEGAL DESCRIPTION)

Kaikoura Council Reserves, Peketa

17. Council Reserve Peketa
GAZ – 55-378 LOT 8 DP 2070 PT KAHUTARA MAORI RES G BLK IX MT FYFFE
ESPLANADE RES

Kaikoura Council Reserves, Old Beach Road

18. Council Reserves Old Beach Road
Four legal descriptions available

Kaikoura Council Reserves, Clarence

19. Clarence Pine Plantation LOTS 1-2 PT LOT 4 DP 9890 SEC 4 SO 7430

Recommendation

It is therefore recommended that council select specific Council reserves and resolve to include the reserves in the Kaikoura District Traffic Control Bylaw.

Options associated with Implementation of Traffic Control Bylaw

Following the inclusion of specific Council Reserves within the Traffic Control Bylaw the following implementation actions could be considered.

Brochures/fliers: including map with Resource Recovery Centre, dump station, public toilets, camp grounds. To be distributed through businesses, placed on offending vehicles, given to offending persons etc.

Expected Cost (design, printing 10,000 copies) \$3,000

Education/Monitoring Officer: part-time casual position from December- March (30 hours per week – 4 hours per day daily\$18ph)

Expected Costs (including estimated recruitment, training, vehicle and travel expenses) \$11,000

Posters: similar to fliers- including map with Resource Recovery Centre, dump station, public toilets, camp grounds. Placed in businesses, I-site)

Expected Cost (design and printing 200 copies \$1,500

Signs: simple signs highlighting no overnight parking (consider replacing those on Esplanade)

Expected Cost (design and printing) \$200 per sign

Larger signs: (2) located at molok bins (Kowhai River and Mangamaunu) and including map

Expected Cost (design and printing) \$400 per sign

Freedom Camping Policy

As agreed by Council following the hearing of verbal submissions in late August 2006, development of a policy to manage Freedom Camping throughout the Kaikoura District requires management approaches agreed to by all landowners. To progress with developing the policy, Council officers have contacted each land owner requesting information in the form of:

- map and listing of sites known to be polluted and/or sites frequented by campers,
- indication of each organisations desire and ability to manage long term camping/parking,
- suggest possible collaborative implementation measures (i.e. funding, signage, personnel, brochure production etc).

Following feedback from each landowners Council officers will coordinate a meeting to discuss and finalise a policy, prioritise implementation options (with associated costs and responsibilities).

- Maps overpage

● **Environmental Health**

1.0 General Environmental Health Issues:

1.1 A slight decrease in the 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:

- 3 Renewal of General Manager Licences received and processed.
- 2 Renewal of Club Licences received and processed.
- 2 Special Licences 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. A hard line approach has been adopted in relation to the service of minors, reinforcing the message NO ID - NO SERVICE.

2.3 As previously reported to 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. As a result of this each seller is being prosecuted through the District Court process, and the Licensee is being prosecuted via the LLA with a penalty of minimum 24 hour suspension of licence (the day(s) of suspension must will occur on the day the offence took place - in most cases a Friday or Saturday). It is envisaged that a CPO will take place in Kaikoura later in the year.

2.4 I recently attended the New Zealand Institute of Liquor Licensing Inspectors Annual Conference in Wellington, representing Kaikoura District Council. The conference is an excellent forum for discussion with a good range of topics and guest speakers raising the profile of effective liquor inspection. I have a number of new focus areas and strategies that I am keen to develop and implement. I will continue to include and work closely with Joy Koops on these issues.

2.7 The Liquor Licensing Authority Annual Report and returns are currently being formulated by myself and Joy. I will advise Council of the content and detail in my next report.

2.6 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. Again, I have nothing to add to the position at this stage.

3.0 Infectious Diseases:

3.1 No notifiable infectious diseases were reported in the Kaikoura District during July 2006.

4.0 Environmental Noise:

4.1 A complaint concerning noise from commercial premises in Churchill Street was dropped after repairs were made to the equipment concerned.

4.2 A noise report has been prepared for the new shopping complex on Beach Road.

4.3 Noise monitoring is required for the new ITM store at Smiths Sawmill on Beach Road. I intend to conduct the monitoring once building works have been completed.

4.4 A request for information on helicopter noise and the standard requirements for such activities was received and actioned.

5.0 Registered Premises:

- 5.1 The round of annual assessments for all food premises has started for this inspection period. The emphasis of assessment has focussed on risk management and risk control through the whole food chain.
- 5.2 This year my focus of attention is on prevention of cross contamination, tighter temperature control and the wearing of unsuitable clothing whilst preparing food. In some cases food handlers wear “whites” and uniforms to work and begin preparing food. This practice is unacceptable and can seriously cause a number of cross contamination risks. Outdoor dining again will feature heavily in my assessments.
- 5.3 As previously reported, I have very real concerns that untrained staff are handling food inappropriately, unaware of the fundamental cross contamination risks that potentially cause illness and spread of disease. Council should give consideration to introducing a food handlers training bylaw to compliment the NZFSA recommendations for effective implementation of food hygiene training.
- 5.4 Two registered food premises were assessed in terms of the provisions of the Food Hygiene Regulations 1974. Both premises were found to be satisfactory.

The following premises were inspected:

- Couplands Bakery
- Kaikoura Golf Club

- 5.5 As previously reported, two separate requests for new food businesses dealing in wet fish and crayfish have been received. Both premises are being separately constructed and will be completed shortly. I have visited and assed each one independently prior to opening, focussing on cross contamination, temperature control, cleaning sanitising and risk minimisation. The mobile van / operator has completed his unit and truck. Both are of a high standard and his efforts have been recognised.
- 5.6 Communication has been received from the Medical Officer of Health regarding food manufacturers (regulation 5/7 of the Act). I will assess and inspect these premises and report to Community and Public Health on my findings.

6.0 Water Quality Monitoring:

- 6.1 Please refer to the schedule of monitoring for August 2006.
- 6.2 Food and Health is continuing to take a very proactive and conscientious approach to water quality monitoring and the public health aspects attached to the maintaining safe drinking water, with the primary aim of protecting the consumers on the individual water schemes, and demonstrating compliance with the Drinking Water Standards NZ 2005.
- I am reviewing all monitoring and frequencies in line with the 2005 standards, including pH testing. Food and Health has now available a pH meter to facilitate this testing requirement.
- 6.3 The Kaikoura, Mackle Bore, Alternative bore and Kaikoura rural scheme PHRMP has been completed and submitted for approval by the Drinking Water Assessor in Christchurch. Some feedback was given, about the complexity of the plan and identification of risk.

I have chosen to have a second peer review of the plan by an independent person to verify the content and detail. This obvious lack of attention by the Ministry of Health causes me concern and I will report my findings as they become available.

I am extremely disappointed and concerned at the lengthy process by which these PHRMP's are taking to process and be verified. I will endeavour to give the matter utmost urgency given the already lengthy delays.

6.4 In line with the above changes to the format of PHRMP, the draft already written for the Ocean Ridge Project has been reviewed and changed to meet the new requirements. 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.

6.5 I continue to have discussions with the Medical Officer of Health and the Ministry who still continue to raise concerns with complacency, general caution and continued awareness with regard to adverse events, potential terrorist alerts, and general site security. It is envisaged that the Public Health Risk Management Plans will address some of the key risks including site security / vulnerability and intended mechanisms of control.

7.0 Nuisances & General

7.1 In terms of nuisances and complaints, the month of August again was a quiet month.

8.0 Shows and Events:

8.1 There were no shows or events during the month of August 2006, although some preliminary enquiries have been made regarding the organisation, planning and set up for Seafest 2006. The special licence has been received and will be processed in the normal manner. I intend to have a very active role in the event from a perspective of food safety, liquor control and general public health. I will naturally be in full attendance throughout the event.



FOOD AND HEALTH STANDARDS (2006) LIMITED

WEEKLY DRINKING WATER SAMPLES ANALYSES
KAIKOURA DISTRICT COUNCIL

Sample Date: 27 August 2006

Method: ReadyCult

Weather Condition: Showers

Lab Ref No:	WINZ Code	Sample Point	Tests	Results	Units
MMK4197	TP00217	Kaikoura Township Source			
			E. coli	Absent	100mL
			FAC	0.45	mg/L
			Total Coliforms	Absent	100mL
MMK4198		New Mackle Bore			
			E. coli	Absent	100mL
			Total Coliforms	Absent	100mL
MMK4199	KAI004KU	Kaikoura Reticulation			
			E. coli	Absent	100mL
			FAC	0.35	mg/L
			Total Coliforms	Absent	100mL
MMK4200	KAI004SB	South Bay, Kaikoura			
			E. coli	Absent	100mL
			FAC	0.05	mg/L
			Total Coliforms	Absent	100mL
MMK4201	TP01001	Kincaid Rural Water Supply			
			E. coli	Absent	100mL
			FAC	0.30	mg/L
			Total Coliforms	Absent	100mL
MMK4202	TP01000	Peketa (UV Treated)			
			E. coli	Absent	100mL
			Total Coliforms	Absent	100mL
MMK4203	TP00998	Oaro Source			
			E. coli	Absent	100mL
			Total Coliforms	Absent	100mL
			Turbidity	0.93	NTU

"The microbiological methods used were in accordance with registered methods which are available upon request. Results apply only to samples as received. This report may not be reproduced except in full".

Kaikoura District Council
Water Monitoring Monthly Report - August 2006

Winz Code	Sample Site and Code	Sample Date	Reference Number	Total Coliforms	E.coli	FAC
TP00217	Kaikoura Township KAIWS (1)	03.08.06	MMK4152	absence	absence	0.30
		08.08.06	MMK4166	absence	absence	0.05
		14.08.06	MMK4176	absence	absence	0.50
		19.08.06	MMK4184	absence	absence	0.40
		27.08.06	MMK4197	absence	absence	0.45
	New Mackle Bore: Mt Fyffe Rd	03.08.06	MMK4153	absence	absence	N/A
		08.08.06	MMK4167	absence	absence	N/A
		14.08.06	MMK4177	absence	absence	N/A
		19.08.06	MMK4185	absence	absence	N/A
		27.08.06	MMK4198	absence	absence	N/A
KAI004KU	Kaikoura Reticulation-New Wharf KAIUR (1)	03.08.06	MMK4154	absence	absence	0.15
		14.08.06	MMK4178	absence	absence	0.15
		27.08.06	MMK4199	absence	absence	0.35
KAI004KU	Kaikoura Retifulation: ~ Mt Fyffe Road KAISR (2)	08.08.06	MMK4168	absence	absence	0.00
		19.08.06	MMK4186	absence	absence	0.20
KAI004SB	Southbay Parade Southbay KAISBR (1)	03.08.06	MMK4155	absence	absence	0.50
		14.08.06	MMK4179	absence	absence	0.05
		27.08.06	MMK4200	absence	absence	0.05
KAI004SB	South Bay Reticulation: ~ Coastguard Bldg KAISBR (2)	08.08.06	MMK4169	absence	absence	0.00
		19.08.06	MMK4187	absence	absence	0.05

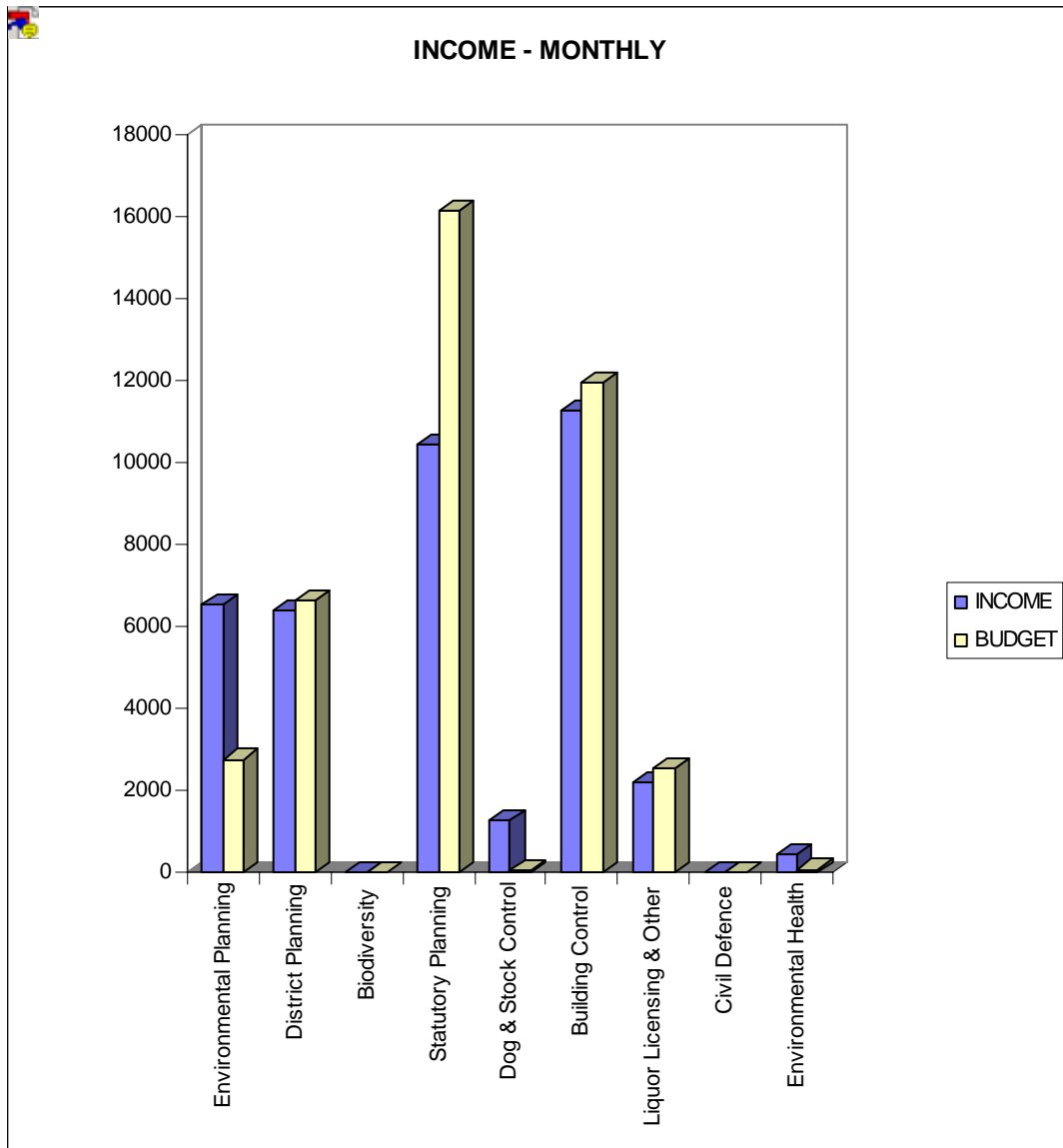
TPO1001	Kincaid Source: ~ Grange Rd KINS (1)	03.08.06	MMK4156	absence	absence	0.40
		08.08.06	MMK4170	absence	absence	0.70
		14.08.06	MMK4180	absence	absence	0.25
		19.08.06	MMK4188	absence	absence	0.65
		27.08.06	MMK4201	absence	absence	0.30
KIN003KI	Kincaid Rural: Hapuku School KINR (1)	03.08.06	MMK4157	absence	absence	0.15
TPO1000	Peketa Village: ~ Rakanui Rd PEKS (1)	03.08.06	MMK4158	absence	absence	N/A
		08.08.06	MMK4171	absence	absence	N/A
		14.08.06	MMK4181	absence	absence	N/A
		19.08.06	MMK4189	absence	absence	N/A
		27.08.06	MMK4202	absence	absence	N/A
TP01002	Fernleigh Source: ~ Kahutara FERNS (1)	03.08.06	MMK4159	absence	absence	0.00
OAR001OA	Oaro-Reticulation: T. Smith OARR (2)	03.08.06	MMK4163	absence	absence	N/A
FER003FE	Fernleigh Reticulation: B. Timmis FERNR (2)	03.08.06	MMK4160	absence	absence	0.00
	East Coast System: Clarence (Monthly)	03.08.06	MMK4164	absence	absence	N/A
Winz Code	Sample Site and Code	Sample Date	Reference Number	Total Coliforms	E.coli	Turbidity
TPO0998	Oaro Source: New Bore OARNS(1)	03.08.06	MMK4161	absence	absence	1.12
		08.08.06	MMK4172	absence	absence	1.03
		14.08.06	MMK4182	absence	absence	0.89
		19.08.06	MMK4190	absence	absence	0.97
		27.08.06	MMK4203	absence	absence	0.93
TOTAL SAMPLES, % COMPLIANCE			40	100%	100%	
Please refer to the weekly report for the retests of non-compliance samples.						

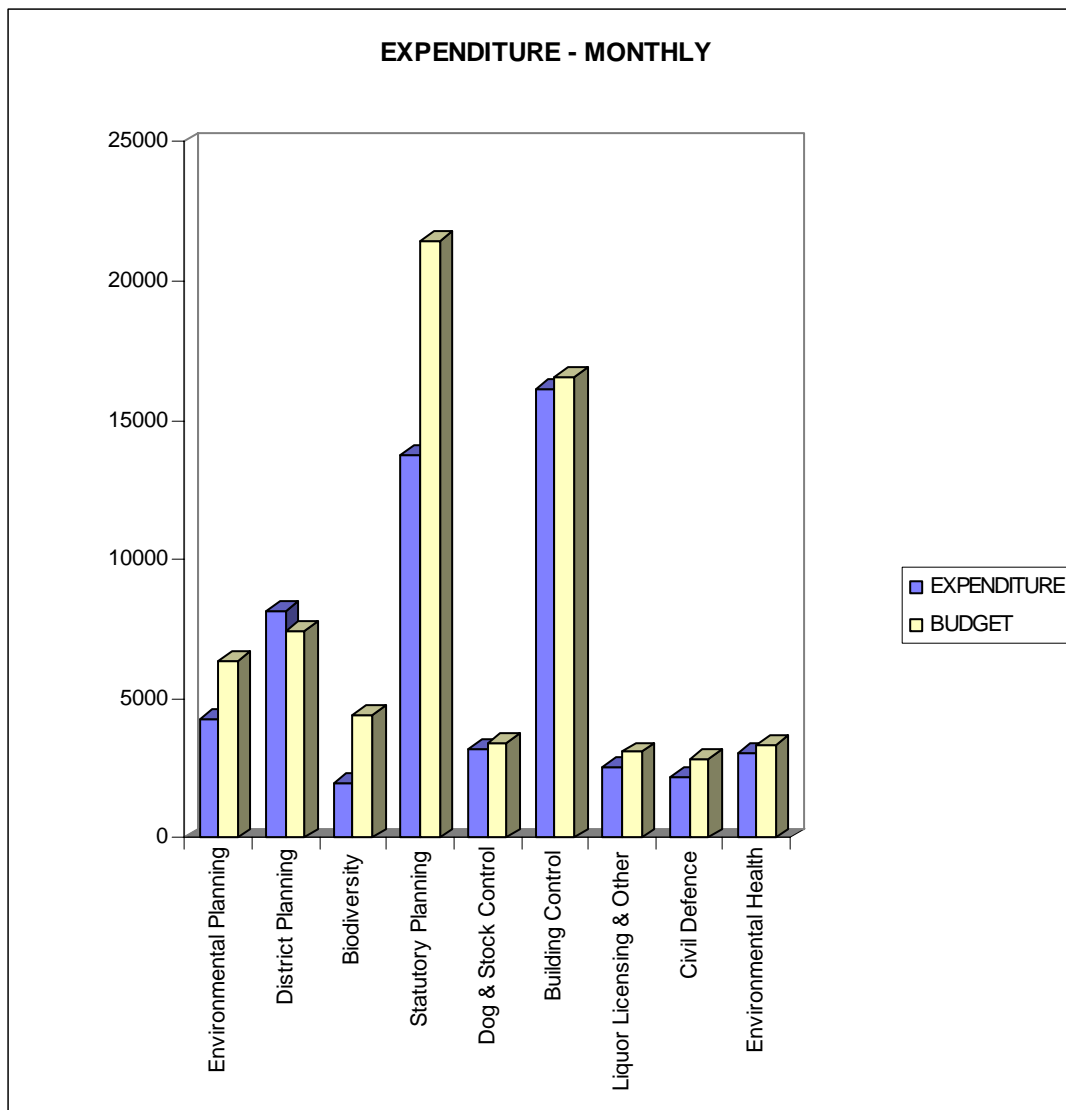
Definitions

Total Coliforms: The bacteria used as indicators that organic, possibly faecal contamination of the water may have occurred.

E.coli: The bacteria used to indicate that faecal contamination has probably occurred and that the water needs to be treated given the likelihood that pathogens are present.

Environmental Services Budget Report





- **Resource Consent Update**

RESOURCE CONSENT UPDATE LIST FOR THE PERIOD 9th AUGUST TO 12th SEPTEMBER

Resource consents decisions issued:

Type of Consent	Applicant	Address of Activity	New Lots Guest No.
Build dwelling that does not comply with setback & recession plane restrictions	PH & E Smith	15 Fyffe Ave	
2 lot subdivision, build dwellings, relocate woolshed onto site	Blunt TA, SA & JF	200 Bay Paddock Rd	1
Build garage/carport on boundary	Greg & Mary Ashwell	43 Avoca St	
Build 2 nd dwelling in a flood zone	S & D Cleall	2 Postmans Rd	
Build garage/workshop	Bradbury Properties	5 Kotuku Rd	

	Ltd		
2 lot subdivision	D Timms	143 Beach Rd	1
Build water treatment shed	RD Hughes Holdings Ltd	Ocean Ridge	
Change of conditions	Cedar Properties	SHWY 1	
Change of existing subdivision consent conditions	RD Hughes Holdings Ltd	SHWY1	

Active consent applications currently in process:

Type of Consent	Applicant	Address of Activity
2 Lot subdivision, build dwelling	JA & WR Blackler	63 Old Beach Rd
2 lot subdivision	RJ Ross	97 Beach Road
2 lot subdivision, remove or demolish existing dwellings, build new dwellings	Jones RB & KE	37 Ludstone Rd
3 Lot subdivision and amalgamation	DP Cameron	Puhi Puhi Rd
Boundary adjustment	Neville & Judy Burnby	Makura Rd, Goose Bay
2 Lot subdivision	A Gill	469 Postmans Road

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

Type of Consent	Applicant	Address of Activity
6 Lot subdivision, build dwellings	Blue Sky Trust	Inland Rd (vicinity of Kowhai Ford Rd)
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
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
Relocate depot incl office, parking,	Works Infrastructure Ltd	Kowhai Ford Road

toilets, concrete batching, aggregate storage, cement silo, vehicles etc		
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
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
11 lot subdivision, build dwellings in a significant landscape area	Mt Fyffe Developments Ltd	Mt Fyffe Rd
5 Lot subdivision	Kowhai banks Developments Ltd	Cnr SH 1 and Inland Road

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

Consents withdrawn

Type of Consent	Applicant	Address of Activity
Subdivision and land use-subdivide one lot and amalgamate the remainder	LW Kearns	8 Kiwi St

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

7. Urban Design Protocol

Background

The New Zealand Urban Design Protocol has been prepared by the Ministry for the Environment in conjunction with an Urban Design Advisory Group. The Protocol is a key part of the Government's Sustainable Development Program of Action and the Urban Affairs Portfolio.

The Urban Design Protocol was launched on 8 March 2005 by HRH the Prince of Wales and Hon Marian Hobbs, Minister with responsibility for Urban Affairs.

The Protocol is a voluntary commitment. The Protocol seeks signatory organisations to use specific urban design initiatives to achieve good outcomes for urban spaces. The signatory organisation can include central and local government, the property sector, design professionals, professional institutes and other groups.

The Protocol aims to make our towns and cities more successful by using quality urban design to help them become:

- Competitive places that thrive economically and facilitate creativity and innovation.
- Liveable places that provide a choice of housing, work and lifestyle options.
- Environmentally responsible places that manage all aspects of the environment sustainably.
- Inclusive places that offer opportunities for all citizens.
- Distinctive places that have a strong identity and sense of place.
- Well-governed places that have a shared vision and sense of direction.

The Protocol identifies seven essential design qualities:

- **Context:** Seeing that buildings, places and spaces are part of the whole town or city
- **Character:** Reflecting and enhancing the distinctive character, heritage and identity of our urban environment
- **Choice:** Ensuring diversity and choice for people
- **Connections:** Enhancing how different networks link together for people
- **Creativity:** Encouraging innovative and imaginative solutions
- **Custodianship:** Ensuring design is environmentally sustainable, safe and healthy
- **Collaboration:** Communicating and sharing knowledge across sectors, professions and with communities.

These qualities are dubbed the seven C's and become a test for any new project. Some of these design qualities are already identified through current Council Policies and initiatives.

The Protocol states that: Potential benefits to the community cannot be realised by a piecemeal approach to urban design. The various elements of urban design must be consciously brought together so they reinforce one another. Urban design initiatives must also work at a number of scales: within individual sites or streets, within neighbourhoods, across the wider city and its connections with the region. Urban design initiatives need to be supported by complementary economic, social and environmental policies and programs to maximise benefits - it is not enough to address the physical environment in isolation.

The Current Standards

The Proposed Kaikoura District Plan currently gives standards for Residential A & B and Settlement Zone areas. These include bulk and location standards, ie site coverage, density, recession plane, boundary setback standards, building height and Outdoor Living space requirements. Any proposal in breach of these standards becomes an activity requiring resource consent. The Plan has landscape guidelines in Appendix F, and the Building Act has building design guidelines, but we have no guidelines that focus on overall design of spaces.

The community has identified district outcomes and desired character and townscape objectives, through the Proposed District Plan and the Long Term Community Plan processes. The Urban Design Protocol gives Council another tool when assessing new proposals and applications, and seeks to tie each application into the overall context of the community uses the 7 C's listed above. The Protocol gives a set of principles and assesses the whole urban space, not just the boundaries in which any proposal falls. It will allow staff the scope to assess how any new proposal integrates into the existing urban space and what can be done to improve aspects of the proposal relating to the whole community. The Urban Design Protocol also encourages Council to look at redesign and assessment of existing urban space and infrastructure and investigate what steps can be undertaken to improve it.

The Urban Design Protocol ties in to existing Council initiatives, such as Green Globe, Zero Waste and Communities for Climate Protection. However, the Urban Design Protocol offers an initiative to bring all these factors into designing for our built environments.

Urban Design Action Pack

The Urban Design Action Pack supports the implementation of the New Zealand Urban Design Protocol by describing examples of actions organisations might take to implement the Urban Design Protocol.

Examples of actions have been provided for central government, local government, developers and investors and other organisations. It will be up to each organisation to choose actions that best suit their particular circumstances, however it is expected that they will be challenging and ambitious.

Actions can range across all aspects of the Council's activities. The example actions are grouped into categories that reflect this:

- championing urban design and raising awareness
- developing strategy and policy
- planning futures
- being a good client
- making decisions
- exchanging information and research
- integrating management
- Building capacity.

Each category provides an explanation and example actions. Examples are for guidance and may or may not be relevant in every situation. There is only one mandatory action: each signatory must appoint a 'Design Champion' when signing up to the protocol - someone experienced who can promote and champion urban design, and who can challenge existing approaches throughout the organisation. A program is being developed to support the design champions and provide them with resources and opportunities for sharing experiences. Signatories are required to monitor and report on the implementation of their actions.

How to sign up to the Protocol

Any organisation involved in some aspect of planning, designing, building, managing or influencing New Zealand's towns and cities, can sign up to the New Zealand Urban Design Protocol. There is no deadline for organisations to become a signatory.

Any new organisation wishing to sign up to the Protocol should write a letter to the Ministry for the Environment confirming their commitment to the Protocol. This letter should be signed by someone authorised to represent the organisation on this matter.

All signatories are required to develop, monitor and report on a set of actions they will undertake to implement the Protocol. The Urban Design Protocol Action Pack provides guidance on the types of actions Council may consider taking to reflect your commitment as a signatory to the Protocol.

Becoming a signatory will require Council to:

- Appoint a Design Champion
- Select and implement a set of actions to demonstrate your commitment to the Protocol
- Monitor and report back to the Ministry for the Environment on the implementation and outcomes of your actions, starting from August 2008 (those that have signed up prior to April 2006 will begin monitoring in August 2006 as outlined in the Urban Design Protocol). For Kaikoura District Council monitoring will begin in February 2007.
- The Ministry will support all signatories to the Protocol with an ongoing program to implement the Protocol. This includes the Urban Design Champions Network, which will ensure shared learning opportunities.

Recommendation

With due consideration of the above, it is therefore recommended that:

Council direct staff to:

- *Prepare a letter to the Ministry confirming that the Kaikoura District Council become a signatory to the Urban Design Protocol.*
- *Make recommendations to appoint a design champion within the Council.*
- *Begin a program of Action to support the Urban Design Protocol..*