

**MINUTES OF THE INAUGURAL MEETING OF
KAIKOURA DISTRICT COUNCIL HELD AT 1.00PM ON
FRIDAY 26 OCTOBER 2007 IN KAIKOURA CROQUET
CLUB ROOMS, ESPLANADE, KAIKOURA.**

PRESENT: K Heays, B Woods, J Diver, M McChesney, J Macphail, J Ransley, D Holmes, N Pablecheque.

IN ATTENDANCE: S Grant (Chief Executive Officer), L Copping (Committee Secretary).

The Chief Executive Officer chaired the initial proceedings of the meeting.

1. DECLARATION OF RESULT OF ELECTION 13 OCTOBER 2007

The Chief Executive Officer read the declaration of the result of the election.

2. MAKING AND ATTESTING OF DECLARATIONS

The Mayor attested the following declaration:

I, Kevin John Heays, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interest of the Kaikoura District, the powers, authorities, and duties vested in or imposed upon me as Mayor of the Kaikoura District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Signed in the presence of S Grant, the Chief Executive Officer.

The Chief Executive Officer vacated the Chair and the Mayor assumed the Chair.

Each member attested the following declaration:

I, name, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interest of the Kaikoura District, the powers, authorities, and duties vested in or imposed upon me as a member of the Kaikoura District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Signed in the presence of Mayor K Heays.

3. **GENERAL EXPLANATION OF LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 AND OTHER LAWS AFFECTING MEMBERS**

The Chief Executive Officer advised there was specific legislation which must be drawn to members attention at the inaugural meeting, and gave a brief explanation of the following:

Local Government Official Information and Meetings Act 1987

This Act stated that under Section 5, all official information that local government holds is open to the public unless this should be withheld for good reason as set out in Section 7. The Chief Executive Officer also explained notification of meetings, the availability of the agenda, procedures for urgent business and public excluded.

Crimes Act 1961

The Chief Executive Officer provided a brief overview of the following Sections of the Crimes Act 1961:

Section 99 – this section set out the definition of a bribe in relation to officials of organizations.

Section 105 – this section defined corruption and bribery of an official.

Section 105a – this section defined pecuniary interests.

Secret Commissions Act 1910

Section 3 was outlined which covered gifts to agents without consent of principle, an agent being every officer or member of every local authority.

Section 8 was also outlined which covered receiving secret awards.

Local Authorities (Members Interest) Act 1968

Section 3 covered pecuniary interest. It noted that if a member or member's partner has an association with an organization that had contracts for \$25,000 per year, they could not be a member unless Audit Office approval was received.

The Chief Executive Officer also noted that no member or their partner could own directly or indirectly 10% or more of capital of a company associated with the Local Authority or be Managing Director or General Manager of any such company.

The Chief Executive Officer outlined Section 6 of this Act whereby members were not permitted to discuss, take part, or vote on any matter that that member had a pecuniary interest and explained declaring an interest to not take part in discussion or voting on that issue.

Securities Act 1978

This Act pertained to Local Authorities going out to the public to raise money for major borrowings. The Chief Executive Officer advised this Act did not affect Kaikoura District Council.

4. DATE AND TIME OF FIRST ORDINARY MEETING

Moved by Councillor Diver, seconded by Councillor Macphail and resolved that the November Tourism & Development Committee meeting be held over to the second Wednesday of December in order for Elected Members on that committee to discuss the makeup of the committee.

Moved by Councillor Diver, seconded by Councillor McChesney and resolved that the meeting schedule be as follows:

Social Services Committee

7th November 2007 and the first Wednesday of every month thereafter excluding January.

Tourism & Development Committee

12 December 2007 and the second Wednesday of every month thereafter excluding January.

Works & Services Committee, Environmental Services Committee, Finance & Policy Committee and Council

21 November 2007 and the third Wednesday of every month thereafter excluding January.

Moved by Councillor Woods, Seconded by Councillor Macphail that an Extraordinary Council meeting to adopt the Annual Report 2006/07 be held on Wednesday 31st October 2007.

Mayor Heays thanked the previous Council and paid tribute to Councillors B Seddon, M Pablecheque and S Thomas for their input over the past three years.

5. APPOINTMENT OF DEPUTY MAYOR

Moved by Mayor Heays, seconded by Councillor McChesney and resolved that Councillor Woods be nominated Deputy Mayor.

There being no further nominations, Councillor Woods was declared Deputy Mayor.

6. APPOINTMENT OF COMMITTEES

Mayor Heays advised he had worked with the Chief Executive Officer to suggest Chairs of Committees where there would be no conflict of interest for members and tabled a report.

a. Finance & Policy Committee

Moved by Mayor Heays, seconded by Councillor Diver and resolved that Councillor Pablecheque be appointed Chair of the Finance & Policy Committee and that Councillor Macphail be appointed as Deputy Chair of the Finance & Policy Committee.

b. Works & Services Committee

Moved by Mayor Heays, seconded by Councillor Woods and resolved that Councillor Holmes be appointed as Chair of the Works & Services Committee and that Councillor Diver be appointed as Deputy Chair of the Works & Services Committee.

c. Environmental Services Committee

Moved by Mayor Heays, seconded by Councillor Macphail and resolved that Councillor Ransley be appointed as Chair of the Environmental Services Committee and that Councillor Woods be appointed as Deputy Chair of the Environmental Services Committee.

d. Hearings & Applications Committee

Moved by Mayor Heays, seconded by Councillor McChesney and resolved that Councillor Diver be appointed as Chair of the Hearings & Applications Committee, Councillor Woods as Deputy Chair of the Hearings & Applications Committee, and Mayor Heays as a member of the Hearings & Applications Committee.

e. Planning Committee

Moved by Mayor Heays, seconded by Councillor Diver and resolved that Councillor Woods be appointed as Chair of the Planning Committee, Councillor Macphail as Deputy Chair of the Planning Committee and Councillor Pablecheque as a member of the Planning Committee.

f. Social Services Committee

Moved by Councillor Diver, seconded by Councillor Macphail and resolved that Councillor McChesney be appointed as Chair of the Social Services Committee, Mayor Heays as Deputy Chair of the Social Services Committee and Councillor Woods as a member of the Social Services Committee.

g. Tourism & Development

Moved by Mayor Heays, seconded by Councillor Woods and resolved that Councillor Macphail be appointed as Chair of the Tourism & Development Committee, Mayor Heays as Deputy Chair of the Tourism & Development Committee and Councillor Ransley as a member of the Tourism & Development Committee.

h. Future Facilities Sub-Committee

Moved by Councillor McChesney, seconded by Councillor Holmes and resolved that Councillors Diver, Pablecheque, Macphail, Woods and Mayor Heays be appointed as members of the Future Facilities Sub-Committee.

i. Development Contributions Review Sub-Committee
Moved by Mayor Heays, seconded by Councillor Ransley and resolved that Councillors Macphail, Woods and Diver be appointed as members of the Development Contributions Review Sub-Committee.

j. Road Naming Sub-Committee
Moved by Councillor Woods, seconded by Councillor Macphail and resolved that Councillors Diver, McChesney and Holmes be appointed as members of the Road Naming Sub-Committee.

k. West End Working Party
Moved by Councillor Woods, seconded by Councillor McChesney and resolved that Councillors Diver, Macphail and Pablecheque be appointed as members of the West End Working Party.

l. Enhancement Trust
Moved by Councillor McChesney, seconded by Councillor Woods and resolved that Mayor Heays and Councillors Ransley and Diver be appointed to the Enhancement Trust.

m. Liquor Licensing Committee
Moved by Councillor Diver, seconded by Councillor Woods and resolved that Councillor McChesney be appointed as Chair of the Liquor Licensing Committee, Councillor Macphail be appointed as Deputy Chair of the Liquor Licensing Committee and Councillor David Holmes as a member of the Liquor Licensing Committee.

n. Marlborough Forestry
Moved by Councillor Macphail, seconded by Councillor Pablecheque and resolved that Councillor Diver be appointed as Council's representative on the Marlborough Forestry Joint Committee.

o. Kaikoura Theatre Trust
Moved by Councillor Holmes, seconded by Councillor Pablecheque and resolved that Councillor McChesney be appointed to this trust.

Mayor Heays advised he was awaiting confirmation from the Trust that a second representative could be appointed to this trust following interest from Councillor Woods.

p. Local Government NZ Association
Moved by Councillor Woods, seconded by Councillor McChesney and resolved that Mayor Heays be appointed as Council's representative on Local Government NZ Association.

q. Airport Committee
Moved by Mayor Heays, seconded by Councillor Ransley and resolved that Councillor Diver be appointed as Council's representative on the Airport Committee.

r. Friends of Memorial Hall

Moved by Councillor Diver, seconded by Councillor Pablecheque and resolved that Mayor Heays be appointed as Council's representative on the Friends of Memorial Hall Committee .

s. George Low Trust

Moved by Councillor McChesney, seconded by Councillor Macphail and resolved that Councillors Diver, Pablecheque and Mayor Heays be appointed as Council's representatives on the George Low Trust.

t. Hillary Commission

Moved by Councillor Woods, seconded by Councillor Macphail and resolved that Councillors Diver, Pablecheque and Mayor Heays be appointed as Council's representatives on the Hillary Commission.

u. Creative Arts Council

Moved by Mayor Heays, seconded by Councillor Holmes and resolved that Councillor Ransley be appointed as Chair of the Creative Arts Council and Councillor Woods be appointed as a member of the Creative Arts Council.

v. Traffic Review Committee

Moved by Councillor Woods, seconded by Councillor Ransley and resolved that Mayor Heays and Councillors Pablecheque and Holmes be appointed as Council representatives on the Traffic Review Committee.

w. Pensioner Flat Committee

Moved by Mayor Heays, seconded by Councillor Diver and resolved that Councillors McChesney, Woods and Ransley be appointed as Council representatives on the Pensioner Flat Committee.

x. Sport Tasman

Moved by Councillor McChesney, seconded by Councillor Woods and resolved that Councillor Diver be appointed as Council's representative on Sport Tasman.

y. Kaikoura Information & Tourism Incorporated

Moved by Mayor Heays, seconded by Councillor Woods and resolved that Councillor Macphail be appointed as Council's representative on Kaikoura Information & Tourism Incorporated (KITI).

z. Kaikoura Community Care

Moved by Councillor McChesney, seconded by Councillor Macphail and resolved that Mayor Heays be appointed as Council's representative on Kaikoura Community Care.

A Canterbury Waste Joint Standing Committee

Moved by Mayor Heays, seconded by Councillor Woods and resolved that Councillor Ransley be appointed as Council's representative on the Canterbury Waste Joint Standing Committee.

B Canterbury Regional Council Kaikoura River & Drainage Rating Districts Liaison Committee

Moved by Mayor Heays, seconded by Councillor Ransley and resolved that Councillor Woods be appointed as Council's representative on the Canterbury Regional Council Kaikoura River & Drainage Rating Districts Liaison Committee.

C. Regional Civil Defence

Moved by Councillor Woods, seconded by Councillor Holmes and resolved that Mayor Heays be appointed as Council's representative for the Regional Civil Defence Committee.

D. Regional Land Transport Committee

Moved by Councillor Pablecheque, seconded by Councillor Diver and resolved that Mayor Heays be appointed as Council's representative on the Regional Land Transport Committee.

E. Kaikoura Youth Council

Moved by Councillor Woods, seconded by Councillor Pablecheque and resolved that Mayor Heays be appointed as Council's representative on the Kaikoura Youth Council..

F. Biodiversity Contestable Fund

Moved by Mayor Heays, seconded by Councillor Diver and resolved that Councillors Woods and Ransley be appointed as Council representatives on the Biodiversity Contestable Fund.

G. Community Initiatives Fund

Moved by Councillor Diver, seconded by Councillor Ransley and resolved that Councillor McChesney and Mayor Heays be appointed as Council representatives on the Community Initiatives Fund.

There being no further business the meeting closed at 2.28pm.