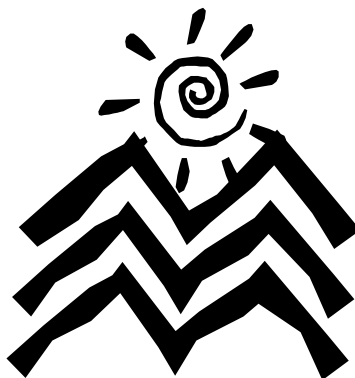




**KAIKOURA
DISTRICT COUNCIL**

Tourism & Development Committee

Agenda



14 September 2005

COMPLIANCE WITH LOCAL GOVERNMENT ACT 2002 DECISION-MAKING REQUIREMENTS

Except as below, a statement of compliance and a completed decision checklist is required for any agenda item on a council committee or the council recommending that a decision be made. This will be the responsibility of the person signing off the agenda item.

The compliance statement and checklist will not be used for:

- Recommendations that information be received or that the Council make a decision.
- Decisions taken under the Resource Management Act 1991 or the Biosecurity Act 1993 in relation to resource consents, decisions required when following the procedures set out in Schedule 1 of the Resource Management Act 1991, other permissions, submissions on plans, or references to the Environment Court.
- Decisions taken to proceed with enforcement procedures under various primary or secondary legislation or regulations, including procedures under the Resource Management Act 1991, the Biosecurity Act 1993, the Local Government Act 2002, and Kaikoura District Council Bylaws.
- Administrative and personnel decisions that are entirely internal to Kaikoura District Council.
- Other decisions where the procedures to be followed are set out in Legislation.

COMPLIANCE STATEMENT

The council committee (or the council) must formally certify that:

- (a) It is satisfied that it has sufficient information about the options and their benefits and costs, in terms of the district's social, economic, environmental and cultural well-being and the effects on community outcomes, bearing in mind the significance of the decisions.
- (b) It is satisfied that it knows enough about and has given adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decision.

INFORMATION CHECKLIST

(a)	A Statement of the Proposed Decision
(b)	A Statement of the Objective of the Proposed Decision and the Issue or Problem being addressed
(c)	A list of all reasonably practicable options, (including doing nothing).
(d)	For each option in (c): An evaluation of the Benefits and Costs, in terms of the district's social, economic, environmental and cultural well-being.
(e)	For each option in (c): A statement of the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner.
(f)	For each option in (c): A statement of the Impact, if any, on Kaikoura District Council's capacity to undertake its statutory responsibilities
(g)	If the Proposed Decision is a significant decision in relation to land or a body of water, a statement of how Maori values have been taken into account
(h)	A Statement of significant inconsistencies, if any, with any Existing Policy, Plan or Legislation arising from the Proposed Decision.
(i)	A statement how the views and preferences of affected or interested persons have been given adequate consideration during the definition of the problem or issue, the objective, the assessment of options and the development of the proposed decision, including the particular contribution of Maori to the decision-making process.

Notes:

The significance of proposals and decisions determines how much time, money and effort is put into exploring and evaluating options and obtaining the views of affected and interested parties. The significance of proposals and decisions is determined through reference to criteria contained in the policy on significance.

The policy on significance together with Section 76 of the Local Government Act 2002 set out the Council's requirements in relation to decisions. Some decisions can only be made through the Long-Term Council Community Plan, or after the Special Consultative Procedures set out in the Act have been used, (refer to the policy on significance and the Act).

All decisions of Kaikoura District Council are subject to the decision-making requirements of section 76 of the Act unless inconsistent with specific requirements of other legislation.

**TOURISM AND DEVELOPMENT COMMITTEE MEETING
HELD AT 1.00 PM ON WEDNESDAY 14 SEPTEMBER 2005
IN COUNCIL CHAMBERS 34 ESPLANADE, KAIKOURA**

Agenda

1. *Apologies*
2. *Matters to be raised as Urgent Business*
3. *Matters Arising from Report of 10/08/2005* *page 1*
4. *Minutes Action List*

Meeting	Whose Action	Progress
13 JULY 2005		
Investigate original structure and intention of representatives of the Tourism & Development Committee by way of a workshop.	Cclr Thomas	Held 13/9
Orly Productions – where to?	Committee	In Progress

5. *Tourism & Development Statement of Accounts* *page 6*
6. *Business Discussion Group minutes* *page 7*
6. *Inward Correspondence*
 - **Kaikoura Business Discussion Group** *page 12*
7. *Tourism Strategy – Urban Development* *page 13*
 - **For Information**
8. *West End Street Upgrade Plan* *page 16*
9. *Urgent Business*

Tourism & Development Committee Budget

For the period ended 31 August 2005

	Tourism & Development \$
Balance Brought Forward	57,871.03
INCOME	
Allocation from Council (2006)	100,000
<i>Total Funds Available</i>	<u>157,871.03</u>
<i>EXPENDITURE</i>	
<u>Marketing</u>	
Membership Contribution CCM	5,000.00
Lloyds Graphic Design (Advert)	718.00
The Press Advertising	1,794.24
Joint Venture Hurunui District	<u>1,178.97</u>
	8,691.21
 <u>Green Globe</u>	
Green Globe Membership	1,333.33
Green Globe Audit Assessment	<u>1,007.67</u>
	2,341.00
 <u>KITI</u>	
Seafest Media Release	-
Seafest Media Release	-
TDC Agreement	-
	-
 <u>Other Expenditure</u>	
Tourism & Development Officer Ad	108.44
Crippled Crays 18x48 Hrs Books	<u>-</u>
	108.44
Total	<u>11,140.65</u>
 <i>Funds Remaining</i>	 <u>\$146,730.38</u>

Minutes

Kaikoura Business Discussion Group Meeting 06 September 2005 @ 6.00pm @ Encounter Kaikoura Meeting Room

Present:

J McDonald (Chair), L & D Buurman, B Chambers, J Roberts, W Kunz, N Gold, J Macphail, N & J Smith, P Betts, J & W Speirs, B & J Chandler, R Peterson, C Thomas, D Russell, Mayor K Heays, S Grant (KDC), G Saily (KDC), T Ayson (KK Star)

Apologies:

G Baxter, D & J Simpson, M Harnett, S James & C Valkhoff, J Dreaver.
N Gold/D Buurman

Minutes of Previous Meeting:

These have been circulated by email.

J Roberts/D Buurman

Matters Arising:

Signage committee – N Gold advised that she intends to check with Council about the signage plans they have underway before she can report back to the Business Group. It was noted that a new Town Centre sign had been installed at the corner of Yarmouth St and Torquay St. This had been an area previously identified as needing improved signage.

Transport/Transit Meeting held recently to investigate the safety of the coastal highway and the number of truck accidents – no outcomes from this meeting to report.

Correspondence Out

- Email to Colin Knaggs Transit NZ
- Email to Dave Wyeth regarding progress on new footbridge
- **Letter to Stuart Grant re various issues**
- Draft Upgrade Concept plans circulated to businesses and interested parties
- Memo and copies of submissions to Upgrade Concept plans circulated to all businesses and interested parties

Correspondence In

- Response from Colin Knaggs
- Agenda – KDC 17 August 2005
- KDC – Two notifications of Resource Consent Applications Transit – Road Widening and designation required.
- KHS Newsletters

- Email from Dave Wyeth confirming that Works are unable to proceed with new footbridge
- **20 Submissions received in response to Upgrade Concept plan**
- **Letter from Doug Simpson**

Road Widening along Beach Road – submissions welcome on this matter and particularly with reference to traffic flows at the West End intersection. Close off for submissions is 19 September 2005.

N Gold/R Peterson

Finance:

- Invoices for membership to be sent - \$50.00 per business
- Accounts to be paid:
 - Landarch \$3268.68

Mr S Grant agreed that Council could pay the Landarch account – thank you.

Bank Balance:

- 66 Account \$2393.64
- 00 Account \$ 125.24

Total Finance Available \$2513.22

General Business

Submissions re West End Upgrade

J McDonald explained the progress to date and how the Discussion Group had arrived at the point of consultation with the business community in the West End. The objective of the consultation with businesses was to arrive at a consensus which would then be communicated to Council. Council would then consult with the wider community and from there it would progress to implementation.

The submissions received (20) were summarized into two groups – aspects of the plan that are to be deleted and aspects of the plan that are agreed with or to be added.

Deletions:

- Reverse angle parking
- No narrowing of the carriageway
- Outdoor dining area to be balanced and to be a fair and equitable share of the space.
- Car parks to be reinstated along the Lyell Creek area near the intersection
- Scale of plantings to be reduced – lower plantings preferred as opposed to trees.
- Bus stop in front of Aromas to be taken out
- Phone box to stay in current position outside Take Note

Additions:

- Loading Zone to be reinstated
- Pedestrian access from footbridge across main street to be included.
- Balanced approach to space use for outdoor dining
- Disabled park to be reinstated outside West End Motors.
- Good traffic flow is a key objective
- Footpath surfaces to be upgraded

Discussion followed:

J Roberts said he was relatively happy with what was summarized.

J Smith said that retail will stay in town and car parking should be retained

B Chandler asked how many car parks would be lost through the development if it went ahead. J McDonald replied that he had counted 50 carparks from Mitre 10 to the SH 1 intersection including the opposite side of the street. This excluded the loading zone and the disabled parks.

J McDonald then highlighted the areas of the plan that were contentious which indicated it was the bulk of the plan.

Mayor Kevin Heays expressed his concern at the withdrawal of support for the upgrade hinting that it appeared a be the result of a "conspirational decision".

If angle parking is proceeded with which now appears not to be supported, there are 48 carparks shown on the plan.

W Kunz suggested that professional advice would help to reassure the group that the concept plan was workable.

J Macphail questioned whether there actually had to be agreement by the businesses for the upgrade to be initiated?

To a question from the floor about whether businesses had changed their mind on the plan, D Buurman advised that the process started a long time ago and since then some business owners have had a change of heart and reversed their ideas.

S Grant – Stage 1 has been completed and it is time to review the remainder of the works required. The concept had been fully consulted on at that time and he was surprised to now see such a shift in position. He made it clear that he is looking for a decision to be taken to Council.

J Smith – everyone wants an upgrade – it is a question of how much of an upgrade.

D Russell – the town centre needs an upgrade but perhaps one that falls somewhere in between what is proposed and the current state of the area.

J Chandler – questioned whether a solution to the size of the outdoor dining area should be scaled on the level of rates that a business pays.

D Buurman – advised that it will not be an issue that requires debating as the outdoor dining would be reduced anyway given the feedback of those submitting. He also expressed his disappointment in the lack of agreement given the time, effort and cost that had gone into the concept plan to date.

A question was raised as to whether a new plan should be commissioned. It was felt there was little point in preparing a new plan if the business community was not prepared to support a major upgrade. Basically a footpath resurface does not need a concept plan! It was also expressed that it would be a misuse of Council funds to resurface the footpath and have this work redone when the climate for change was more appropriate.

The short term solutions that have been suggested are:

- New rubbish tins to be installed
- Hanging baskets
- Water blasting of footpaths
- Plantings in front of flood wall
- Paint public toilets
- Street Banners in conjunction with new street lights (Council had agreed to replace the street lights in the main street but were waiting on the street upgrade plan to be finalized.
- Footbridge linking the beach and the West End car park

Update on New Footbridge

The project will take about 16 weeks to complete which takes us to the end of Dec 2005. An approximate time line is:

4 weeks for design

6 weeks peer review – engineers and working drawings

2 weeks to tender

4 weeks construction

The bridge concept will remain the same as the design agreed on with Works Infrastructure

Mayor Heays advised the meeting that the Council was very keen to see the bridge in place as soon as possible.

It was agreed that despite the projects completion encroaching into the busy season the new bridge should proceed as quickly as possible.

Hanging Baskets

There was some support for hanging baskets but maintenance of them needs to be considered as well. In the past vandals and lack of maintenance had been issues

Lighting along the top of the amphitheatre and near the amphitheatre would be great.

Next step is to forward ideas to Council from the submission round and to request that the short term improvements be considered. The Business Group needs to investigate how much effort the West End businesses are prepared to invest in the improvement of their area.

Update from Walter Kunz

Walter presented the meeting with an update on dealing with incomplete Council projects and remedial works. He thanked the Council for the actions that had been completed and commended them on the prompt response to various jobs. If anyone sees a potential area of hazard or identifies something that needs Council attention the Council engineers should be advised as soon as possible.

Sonic Car Park

The sealing of this car park is underway and is expected to be completed in approximately one and a half weeks.

As there was no further business the meeting closed at 7.00pm – the next meeting is to be held Tuesday 11 October 2005 at 6.00pm.

Tasks

- Advise Council of the outcome of the submission round re the West End upgrade plan
- Advise Council regarding the immediate improvements that the Business group have identified for the Town Centre area.
- Confirm Transit representative's attendance at the next meeting 11 October 2005