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# KAIKOURA DISTRICT COUNCIL

## SIGNIFICANCE POLICY

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### Objective

**TO ENSURE THAT THE COMMUNITY OF KAIKOURA IS FULLY CONSULTED AND ABLE TO ACTIVELY PARTICIPATE IN THE CONSIDERATION OF ISSUES, PROPOSALS, DECISIONS OR OTHER MATTERS WHICH ARE SIGNIFICANT, AND/OR WHICH INVOLVE THE COMMUNITY'S STRATEGIC ASSETS.**

The following draft policy sets out the general approach the Kaikoura District Council will take to determine the significance of any issues, proposals, decisions and other matters, and what it will use to assess whether the matters are deemed to be significant as required by Section 90 of the new Local Government Act 2002.

### As set out in the Local Government Act 2002, significance means:

***significance**, in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for,—*

- (a) the current and future social, economic, environmental, or cultural well-being of the district or region:*
- (b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter:*
- (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.*

### And significant means:

***significant**, in relation to any issue, proposal, decision, or other matter, means that the issue, proposal, decision, or other matter has a high degree of significance.*

### Strategic Asset means:

***Strategic asset**, in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes –*

- (a) any asset or group of assets listed in accordance with section 90(2) by the local authority; and*
- (b) any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and*
- (c) any equities held by the local authority in –*
  - i. a port company within the meaning of the Port Companies Act 1988;*
  - ii. an airport company within the meaning of the Airport Authorities Act 1966*

**Part 1: General approach to determining which proposals and decisions are significant (s.90(1)(a)).**

*When determining the question of the significance of proposals and decisions in relation to issues, assets, or other matters the Council will determine the extent to which:*

- The consequences or impacts of the proposal and decision affects a large number of residents and ratepayers; and
- The consequences or impacts of the proposal and decision affects the social, economic, environmental and cultural wellbeing of the district; and
- The issue, asset, or other matters have a history of generating wide public interest within the Kaikoura District or New Zealand generally.

**Part 2: Thresholds, criteria & processes for determining which proposals and decisions are significant (s.90(1)(b)).**

*When undertaking a process to determine the extent to which issues, proposals, decisions or other matters are significant, the Council will use the following thresholds, criteria and procedures:*

***Thresholds:***

- Issues, proposals, or other matters that will incur more than 7.5% of total budgeted expenditure and have not been provided for in the Annual Plan or Long-Term Council Community Plan;
- Any transfer of ownership or control, or the construction, replacement or abandonment, of a strategic asset as a whole as defined by the Act or listed in this policy;
- Any other matter which Council considers to be significant;

***Criteria:***

- The extent to which there is, or is likely to be, a change in the capacity of the Council to carry out, or the cost to the Council in carrying out, any activity identified in the Annual Plan or Long-Term Council Community Plan.
- The extent to which there is, or is likely to be, a change in the level of service in carrying out any significant activity.
- Kaikoura District Council owns a number of assets and groups of assets that it considers to be strategic, however not all trading decisions made regarding these assets are regarded as significant nor do they effect the assets strategic nature. For example the roading network is strategic, but small parcels of land that make it up may not be, and the purchase or sale of such small pieces of land may not amount to significant decisions.

***Procedures:***

- The Kaikoura District Council will determine the significance of any issue requiring a decision, by making judgements according to the likely impact of that decision on the social, economic, environmental, and cultural well-being of the district, both now and in the future.

- The Kaikoura District Council will then determine
  - a) the degree of significance, and
  - b) the appropriate level and type of consultation

**Part 3: In accordance with s.90(2) the Council has identified the following strategic assets and groups of strategic assets**

*The assets and groups of assets in terms of s.90(2) that Kaikoura District Council considers to be strategic are:*

- The Kaikoura district roading network as a whole;
- The land and buildings comprising the Council Offices and Memorial Hall;
- Kaikoura District Library collection as a whole;
- South Bay Harbour Facility, New Wharf and Old Wharf;
- Reserves designated under the Reserves Act;
- Kaikoura Landfill;
- Kaikoura Enhancement Trust;
- Kaikoura Cemetery;
- Kaikoura Airport;
- Public Toilet Facilities;
- Drill Hall;
- Lions Swimming Pool;
- Combined Community Sports & Recreation Facility
- Water Treatment, Storage and Reticulation networks as a whole;
- Kaikoura Sewerage and Stormwater networks as a whole;
- Affordable Housing;
- Housing for the Elderly; and
- Councils Forestry investments

**Note 1: Other statutory provisions**

*The following do not form part of the Council's policy on significance, however they are a range of the sort of other matters which are listed in the Act which require various levels of statutory consultation:*

- Establishing a council controlled organisation [s.56];
- Adoption review or amendment of any bylaw [s.86];
- Any proposal for an alteration in the mode by which a significant activity is undertaken by or on behalf of the Council [88(1)];
- Adoption of the Council's Long Term Council Community Plan [s.93(2)];
- Alteration to the Council's Long Term Council Community Plan [s.93(5)];
- Adoption of the Council's Annual Plan [s.95(2)];
- Adoption or amendment of the Council's policy on significance [s.90(4) and s.103-s.108];
- Adoption or amendment of the Council's funding and financial policies [s.102(4)];
- Assessment of the Council's water and other sanitary services [s.125];
- Entry into a partnership or joint venture for the provision of water services [s.137]; and,
- Disposal of a park [s.138].