

KAIKOURA DISTRICT COUNCIL

CHIEF EXECUTIVE OFFICERS REPORT

Date: January 2019

Attached reports are for 'Information only' and contain no recommendations that require resolution.

1. **Community Services and Community Development** page
 - Community Services Manager

2. **Building and Regulatory Report** page
 - Building and Regulatory Manager

3. **Resource Consents Report** page
 - Strategy, Policy and district Plan Manager

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| Report to: | COUNCIL |
| Date: | 21 January 2019 |
| Subject: | Community Development and Services |
| Prepared by: | Susi Haberstock, KDC Community Services Manager |
| Input sought from: | Jackie Brown, Library Acting Manager Kim Whitwell, KDC Community Development Arlene Brown, KDC Community Development Kd Scattergood, KDC Emergency Management |
| Authorised by: | Angela Oosthuizen, KDC CEO |

1. PURPOSE AND ORIGIN:

To provide the Mayor and Councillors with an update on community services and development in Kaikōura District.

The community services area encompasses five sub activities:

1. Community development
2. Civil Defence emergency management
3. Community grants and fundraising
4. Kaikōura District Library
5. Youth development

2. RECOMMENDATION:

That Council receives this report for information

3. COMMUNITY DEVELOPMENT

Kaikōura Community Pool Working Group (KCPWG)

The Pool working group is being co-ordinated by the Community Development Officer (CDO). Together with the Chair and Council communications, members of the working group have been selected and advised of the purpose and deliverables of this project. Members of the working group are from Te Rūnanga o Kaikōura, The Sport and Recreation Recovery Leadership Team (SRRLT), Youth representatives, community members and a financial advisor (alongside Council staff and Chair, Councillor Mackle).

The first workshop will take place on Wednesday 23 January with a purpose to align KCPWG members with a common vision, purpose and understanding of pool options being considered. Monthly update reports will be provided to Council.

4. CIVIL DEFENCE EMERGENCY MANAGEMENT

Nothing to report

5. EVENTS

The Events co-ordinator has been working with the CDO's and CSM to finish drafting a comprehensive and detailed events strategy and project plan. This strategy will help ensure events in Kaikōura are well managed and promoted in our district, as well as supporting the social, economic, environmental and cultural well-being of our community.

The strategy and project plan will be submitted to Council for the February Council meeting.

6. COMMUNITY GRANTS AND FUNDRAISING

Community Grants Scheme and Initiative Grants are open for application.

7. KAIKŌURA DISTRICT LIBRARY

7.1 Use of Library facilities

Many locals and visitors taking advantage of the facilities offered by the Library.

7.2 Summer Reading Programme

The programme is coming into its last week. A total of 28 enrolled with a few still left to finalise their last reports. Prize giving for this programme will take place on Friday 18th January (9am). The library will be closed until 10am to allow for this.

7.3 Staffing

Current staffing levels are low but manageable at this stage. Ging Roberts is still on medical leave from an operation, with the hope to bring her back on gradually from next week. Cheryl Barker is doing three days a week at the moment and we should hear back from her soon if she is able to extend her work hours.

7.4 Changes to opening hours

Due to a few changes in staff availability and ongoing improvements in our health and safety brief we have agreed to trialling an earlier start and finish from the 4th of February to tie in with other businesses in the building and ensure staff safety (by not having staff members work alone). We will be open from 9am to 5pm Mon to Fri, 10am to 1pm Saturday. Feedback from the community regarding the changes to opening hours has been positive.

Fliers have been created, alongside in-house notices, Facebook and content for Council communications channels.

7.5 Events

Toddler time will begin on 4th Feb.

Stepping Up course will begin on 5th Feb (Computer basics).

Funding will be applied for in Feb for the next round of the Reading Together Programme (2019/2020).

We aim to get more Authors or entertainment in for young and old.

7.6 Library resources

38 new items have been added in the last week.

14 new members have signed up in the last month.

Work is ongoing to put some items into stack to allow space for new items coming through. Older items and collections will be reviewed to see whether they continue being available or are removed from the database.

With lack of storage the Library is unable to hold onto some items for long periods of time like many larger regional libraries do. Work to see how the Library can retain popular collections will continue.

The Library staff have excelled themselves again over the busy holiday season and are looking forward to a very busy and productive 2019.

8. YOUTH DEVELOPMENT

Kaikōura Youth Council (KYC)

The CDO has been working with the KYC co-ordinators to plan for 2019. The Youth Development Strategy document will be reviewed and updated.

9. COMMUNITY OUTCOMES SUPPORTED:

The work is in support of all community outcomes.



We value, protect and enhance Kaikōura's unique natural environment and biodiversity and sustainably manage disposal of waste.



Our community is resilient, safe and well and has their essential needs met



Our infrastructure, housing and community facilities are easily accessible, cost effective and able to withstand our natural hazards.



Our District is economically diverse, attractive to investment and provides certainty around business and employment continuity.



Our community participates in decisions and planning in a way that benefits our future.



Residents and visitors enjoy an improved quality of life in our District.

10. COMMUNITY VIEWS:

Red Cross report November-December 2018 is attached to this report

REPORT TO HURUNUI, KAIKŌURA AND MARLBOROUGH BRANCHES AND DISTRICT COUNCILS 1 November to 30 December 2018

During November and December 2018 many of our Recovery Programme activities were provided in response to community requests and shaped accordingly.

Psychosocial Support and Education

Six *Recovery Matters* discussions were held with community groups and school staff struggling with ongoing physical and emotional adjustments of families and children in recovery. These sessions were contextualised, emphasising self-care and drawing out some positive feedback from teaching staff working and living in the recovery space about practical solutions to increase self-care.

School Children's Grant

The final payments of the School Children's Grants are being distributed to 22 schools through Hurunui, Kaikōura and Marlborough Districts.

To 30 November 2018, reading resources were supplied for children and families to assist with preparedness and anxiety related to emergency events: 5,047 books were delivered to 20 schools and 30 early childhood education providers in the Marlborough District that had not previously received the resources, and 12 home educator families spread across Hurunui, Kaikōura and Marlborough. The resources include *Maia and the Worrybug*, *Wishes and Worries*, and *The Rising Tide*, in both English and Te Reo Māori languages.

Outreach

The Kaikōura community hubs of McAra House and the Crafty Place continued to draw in young families and seniors. Rentals for the premises were supported by the November 2016 EQ Recovery until the end of December 2018. Funding options are still being explored to cover the ongoing rentals for McAra House and the Crafty Place, following the completion of Red Cross' support via the special appeal fund.

Wacky Wednesday activity afternoons at Churchill Park have recommenced for the summer, which has been really popular among young children and caregivers. Plunket received welcome community funding for a portaloo to cover the activities during December and January. Red Cross' Recovery Programme will support a final three months of the wheelchair access portaloo from February to April 2019.

Preparedness

20 Community Preparedness events were held in communities through Hurunui, Marlborough and Kaikōura. These involved schools, District Councils, Civil Defence, public health organisations, youth groups, community connectors and community trusts. The overall focus was to promote communities who know each other better and are prepared for future emergency events, with barbeques, coffee and other things communities requested. These provided a hub for hospitality and conversation at events, along with other activities for the children. Preparedness resources were distributed to each attending household such as Torch radios, *Be Good and Ready* brochures and *Five Ways to Wellbeing*. There were also opportunities for residents to register their interest for further training and preparedness resources and where appropriate AED demonstrations were given.

To date, torch radios have been supplied to 593 households across the three districts of Hurunui, Marlborough and Kaikōura. Recovery Report to Marlborough, Kaikoura and Hurunui Branches and District Councils: 30 December 2018 2 | Page

Staff

Our three Project Coordinators completed their employment at the end of December 2018. The programme is now in its final stages, with a transition plan and evaluation to be completed by the end of June 2019.

Ngā mihi

Jill Short

Recovery Coordinator

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| Report to: | COUNCIL |
| Date: | 21 January 2019 |
| Subject: | Building Control and Regulatory |
| Prepared by: | Mark Mitchell, Building Control and Regulatory Manager |
| Input sought from: | |
| Authorised by: | Angela Oosthuizen, KDC CEO |

Purpose and Origin:

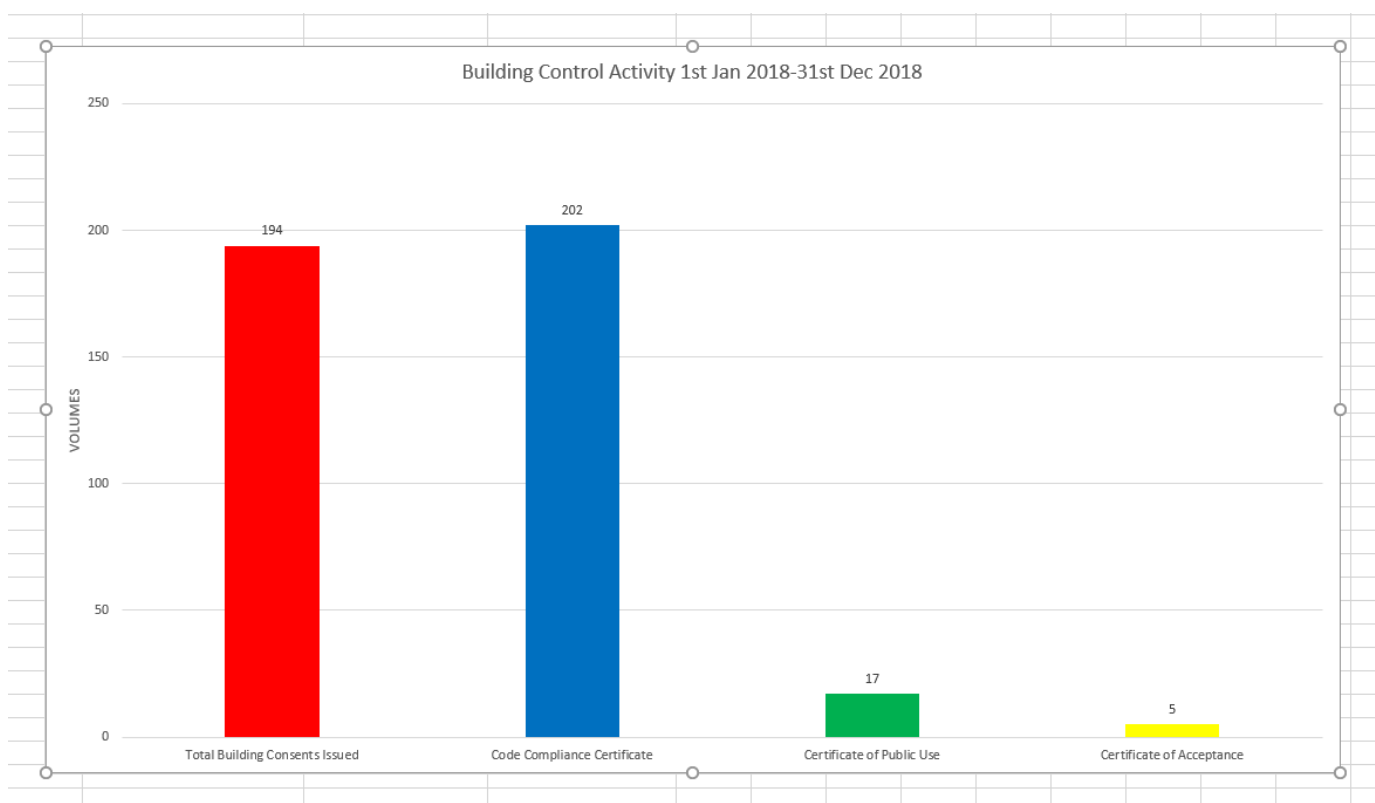
Council staff have provided information for the period of December 2018 activities in all areas of the business.

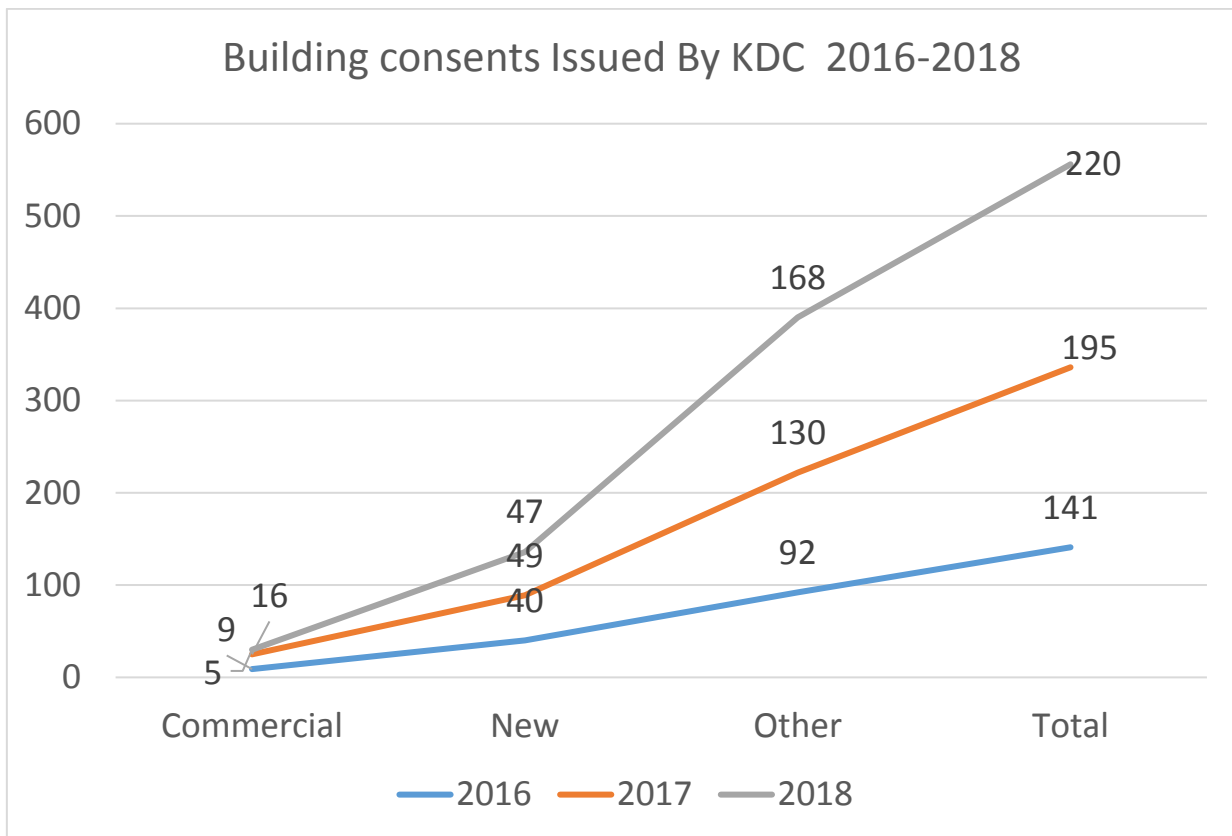
Background:

Building Control

The run up to the holiday period saw an expected tailing off with building consent applications. Inspection delivery was steady and dropped off as we headed towards the Christmas break.

During the final week prior to Council closure, the team focused on dealing with outstanding building consent files which had final inspections conducted but no confirmation from customers that they were now in a position to apply for Code Compliance.





Regulatory

Dog Control activity for December dealt with 8 complaints which were all resolved.

Out of Office Noise complaint investigations over the holiday period saw Officers visit 8 properties in the district. One of the investigations is still ongoing.

Stock control callouts saw 2 investigations, one of which was to a dead cow which had been hit by a fast moving train.

Resource Consent monitoring had been undertaken on behalf of the Planning Team.

Food Control

Contractor met with MPI re: explaining how TA's operate under Food Act 2014. Advice has been provided to multiple business and proposed business owners.

Environmental Health

The Store (Kekerengu) campground registration was reviewed.

Four infectious disease reports completed.

Kiwa Road – health assessment undertaken.

Liquor Licensing

The Groper Garage's application for renewal of On-licence with variation for extension of hours. The Licensing Inspector discussed the operation of the licence with MoH and Police and compiled a comprehensive report. The report supported the application for renewal however, objected to the variation (extension of hours).

Multiple discussions with Paul Hislop who plans to open 'Bee Box' in the container mall and sell mead.

Contractor undertook night monitoring of licences with Police in Kaikoura.

Commenced distribution of the new 'Toolkit's' for On Licences.

| SALE AND SUPPLY OF ALCOHOL | | | | | | |
|--|--------------------|----------------------------|------------------------|---------------------|--------------------|------------------------|
| APPLICATIONS REPORTED ON BY THE LICENSING INSPECTOR DURING DECEMBER | | | | | | |
| ON LICENCE | OFF LICENCE | TEMPORARY AUTHORITY | SPECIAL LICENCE | CLUB LICENCE | NEW MANAGER | RENEWAL MANAGER |
| 2 | 0 | 1 | 1 | 0 | 3 | 0 |

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| Report to: | COUNCIL |
| Date: | 21 January 2019 |
| Subject: | Resource Consents |
| Prepared by: | Matt Hoggard – Strategy, Policy and Planning manager |
| Input sought from: | |
| Authorised by: | Angela Oosthuizen, KDC CEO |

1. Purpose and Origin:

Council staff in the past reported to the Hearings and Applications Committee, these reports included an update of currently planning consents. This report provides a short summary of current consents.

2. Background:

Planning staff are currently working with Mahaanui Kurataiao Ltd (MKT) to determine how we best given effect to a statutory responsibility. We will be looking to provide MKT with an update of resource consents for discussion. Although not mandatory it is appropriate that councillors should be aware of the resource consents and consenting related matters a list is provided in Appendix 1

3. Resource Planning:

1. Active and deferred Resource consent applications from 12th of December 2018 to 22nd January 2019

| RC ID | Applicant Name | RC Description | RC Location | RC Status |
|-------|---------------------------------------|---|-----------------------|---|
| 1038 | Vaughan, Steven Michael | Land use- Change of consent conditions | 170 Beach Road | Deferred(Hurunui DC processing the application) |
| 1400 | Vendbos Holdings Ltd | Subdivision | 2009, SH1 | Deferred |
| 1446 | Parklands Southland Ltd | Land use | 166, Esplanade | Deferred |
| 1495 | Napoleon Ltd | Subdivision | 43, Wiffens Road | Deferred |
| 1506 | Kanuka Terrace Ltd | Subdivision | 105, 5-15 Grange Road | Deferred |
| 1533 | Nelson petroleum Distributors Ltd | Erection of signs | 136-142, Beach Road | On Hold |
| 1538 | Harmac Concrete Ltd | Land use | 137, Red Swamp Road | Deferred(external consultant) |
| 1552 | New Zealand Motor Caravan Association | Operation of members only motor caravan park | 19, old Beach Road | Notified on a limited basis |
| 1558 | The Order of St John SI Region | Establish, operate and maintain emergency services facility | 23-43 Deal Street | Active |
| 1561 | McKeon Group Ltd | Establish a 24hr self-service fuel facility | 92, SH 1 | Deferred(s92) |
| 1564 | Prestige Homes(Canterbury) | Subdivision | 74, Torquay St | Deferred |

| RC ID | Applicant Name | RC Description | RC Location | RC Status |
|-------|-------------------------------|--------------------------------------|------------------------|-----------------|
| 1568 | Cameron, Richard Allan | Land Use | 6, Davidson Terrace | Active |
| 1569 | St Pauls Presbyterian Church | Land Use | 11, Deal Street | Deferred (s 92) |
| 1570 | Mike Greer Homes-Canterbury | Land use | 196 Inland Kaikoura Rd | Active |
| 1571 | Michael & Linda Ford | Land Use | 5, Austin Close | Deferred(s 92) |
| 1572 | Hollie Southon & Dale Solomon | Land Use | 117 Harnetts Road | Active |
| 1573 | East Street Family Trust | Earthworks in an Archaeological area | 48A Avoca Street | Active |

Notified consents:

Resource consent No: 1552, NZ Motor Caravan Association application for a member only motor caravan and motor homes park has been notified on a limited basis (Notified for 5 neighbouring property owners.) on the 30th November 2018. The submission period ends 4:00pm 23rd Jan 2019. 29, Bayview Street subdivision resource consent appeal was heard before the Environment Court on 04th of December and the decision has been issued on the 14th of Dec 2018.

Monitoring:

Monitoring of complaints is ongoing