

**KAIKOURA DISTRICT COUNCIL MEETING HELD AT 9.00AM ON
WEDNESDAY 19 AUGUST 2015 AT MEMORIAL HALL SUPPER ROOM,
ESPLANADE, KAIKOURA.**

AGENDA

1. *Apologies*
2. *Open Forum – Session for members of the public wishing to comment on items included in this agenda.*

The Council meeting will adjourn following this item and will resume following the Finance and Policy Committee meeting.

3. *Matters of Importance to be raised as Urgent Business*
4. *Civic Centre Project Update*
 - A verbal update will be provided at the meeting.
5. *Request for Temporary Road Closure – Kaikoura Longboard Event* *page 76*
6. *11.30am NZ Police Update*
 - An update from Kaikoura Police will be provided in Public Excluded

7. Public Forum

TIME	NAME	SUBJECT
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8. *Point Kean Carpark* *page 83*
 - J Weir from Department of Conservation will be in attendance at 1.15pm to present this item.
9. *Youth Council*
 - A representative of the Youth Council will be in attendance at 1.45pm to present this item.
10. *Committee Updates*
11. *Mayor’s Report* *page 85*
12. *Minutes to be Confirmed:*
 - *Council 15/07/2015* *page 86*
13. *Reports to be Adopted:*
 - *Works & Services Committee 15/07/2015* *page 90*
 - *Environmental Services Committee 15/07/2015* *page 92*
 - *Finance and Policy Committee 15/07/2015* *page 94*
14. *Minutes to be received*
 - *Hearings and Applications Committee 8/06/2015* *page 97*

15. Minutes Action List Update

MEETING	ACTION REQUIRED	BY	ACTION
Council	Audit and Risk Committee establishment to be an agenda item.	Chief Executive Officer	In progress

16. Urgent Business

17. Council Public Excluded Session

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

- a. Confirmation of Minutes of Council Public Excluded meeting on 15/07/2015**
- b. New Zealand Police Update**
- c. Civic Building Project Update**

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
Minutes of the Council Public Excluded meeting 15/07/2015	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 protect information where the making available of that information would likely unreasonably to prejudice the commercial position of the person who supplied the information or who is the subject of the information.	Section 48(1)(a) and 7(2)(b)(ii)
New Zealand Police Update	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source, and it is in the public interest that such information should continue to be supplied.	Section 48(1)(a) and 7(2)(c)(i)
Civic Building Project Update	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 protect information where the making available of that information would likely unreasonably to prejudice the commercial position of the person who supplied the information or who is the subject of the information.	Section 48(1)(a) and 7(2)(b)(ii)

Request for Temporary Road Closure – Kaikoura Longboard Festival 2016

Attached is a request from the organisers of the Kaikoura Longboard Festival 2016 for the temporary closure of Ingles Drive and Greenburn Way on the 23rd and 24th of January 2016 for the purpose of the Kaikoura Longboard Festival 2016.

The road was temporary closed in January 2014 and 2015 for this event. The organiser have contacted residents in the subdivision regarding feedback from the 2015 event. They have indicated that no one raised concerns with the event being held again as long as it was run to the same standard that it was in 2015. A maximum number of competitors has been set however it is envisaged maximum numbers will not be reached. The request outlines what will be undertaken in terms of traffic management, safety, waste etc.

The Transport (Vehicular Traffic Road Closure) Regulations 1965 states the Controlling Authority, in this case the Kaikoura District Council, may agree to temporarily close the road. A notice of its intention to close the road must be advertised 42 days before the proposed period of closure and any person affected by the closure may lodge an objection no later than 28 days prior. Objections can then be heard and if after considering the objections the Council decides to close the road further public notice must be given.

Recommendation:

It is recommended that under Transport (Vehicular Traffic Road Closure) Regulations 1965 the Council agree to close Ingles Drive and Greenburn Way from 9.00am to 5.00pm on the 23rd and 24th of January 2016.

Author: Executive Officer
Endorsed by the Chief Executive Officer

Letter Regarding Road Closure for a Gravity Sports Event

To the Kaikoura District Council,

On January 18th & 19th 2014, and January 17th & 18th 2015, The Kaikoura Longboard Festival was successfully held at the Ocean Ridge subdivision on a closed road track. These two events respectively attracted 32 and 38 registered riders, who competed in a downhill skateboarding race. Following these successes we would like to repeat this event for the third time in 2016.

This proposal letter will cover:

- Location
- Date/Times
- Traffic Management
- Toilets & Waste Management
- Accommodation
- Food & Beverages
- Safety Plan

Please also find in the resources section at the bottom of this document risk assessment and management strategies, a volunteer manual and the official rules for the event.

Location

The proposed location for this event is the Ocean Ridge subdivision, with the section of road to be closed starting from the top of Ingles Drive carrying on down into Greenburn Way, ending before the roundabout. This is marked on the map below – highlighted in red is the proposed section of road to be closed, and highlighted in yellow are the roads that will be affected by this road closure.

Date/Times

The proposed dates for the 2016 event are Saturday 23rd and Sunday 24th of January. The road would be closed at 9:00am each day, reopening again at 5:00pm. Impact protection on the main corners however will ideally be set up along the side of the road during the evening of Friday 22nd January. This will not obstruct the road for vehicles in any way. As per previous years the track will be completely cleared and returned to its previous state following the end of the event on Sunday afternoon.

Traffic management

There will be less than 100 vehicle movements per day.

The impact of this event on residents is of high priority to us and with the traffic safety plan, easily mitigated. Restricted access will apply only to vehicles, with pedestrians still having full access to sidewalks. All properties on the section of closed road are within 150m of sections not closed to traffic, allowing plenty of space to park. Guests of residents will have the same vehicle access rights as residents, provided that these residents are able to provide off-road parking on their properties for the visiting guests. To access the closed road, residents (and guests) are required to notify a marshal who will check that the course is clear before allowing their vehicle through. Feed back from a resident positioned in the middle of the course was that his wait time was always less than 1 minute when attempting to leave or enter his property during the 2015 event.

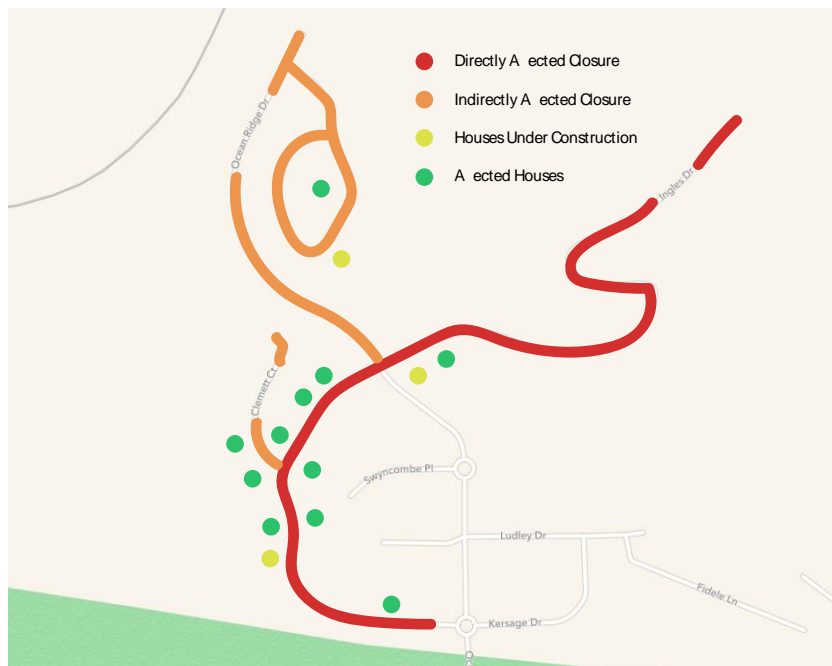


Figure 1: Satellite view of the Ocean Ridge subdivision. Red marks the section of road proposed to be closed, yellow marks the roads affected by the closure.

General Traffic

During the hours of 9am-5pm on the two days of the event, it is proposed that the road be fully closed to vehicles belonging to the general public. The general public is defined as people who are neither residents of Greenburn Way nor spectators requiring parking.

Residents

Communication has already been made with all residents in the Ocean Ridge subdivision, by means of a site visit on Saturday 11th July. We visited each house to ask the homeowners how they felt the event had been run earlier in the year, and if they had suggestions for improvement. The feedback was all very positive; no one had issues with the event being held again, as long as it was run at the same standard as in 2015. Residents who were not home at the time were left a letter asking for feedback via email. Where possible, we have collected residents' email addresses so we can keep in touch with them throughout the planning stages for a 2016 event.

There are fourteen residential addresses affected by the road closure, with a number of these being holiday homes. It is requested that residents do not park their vehicles on the section of closed road. Marshals will be located at the end of Greenburn Way and the Ocean Ridge Drive/Ingles Drive intersection. The residents of these fourteen properties will be contacted again directly prior to the event, and communication maintained throughout the weekend in order to minimise any possible inconvenience.

Spectators/Competitors

It is suggested that any spectators and competitors park their vehicles on Knowles Crescent and Ocean Ridge Drive on the northern side of Ingles Drive. Spectators would have access to this area after notifying a course marshal located on the intersection of Ingles Drive and Ocean Ridge Drive.

Road Closure Signs

The closed section of road will be marked with cones and signage. Cones will be placed on the Ocean Ridge Drive/Ingles Drive intersection and 30m from the end of Greenburn way. Signage at these points will notify the public of the road closure and who to contact if they need access to the sections of closed road.

People on Site

The event will be restricted to a maximum of 64 riders; however numbers are realistically expected to be lower than this, with the 2015 event attracting 38 riders. As longboarding is generally not a highly spectated sport, the total number of people on top of this will remain low.

Noise

The sound skateboarders make going down a hill is similar to that of a passing bike and is caused by wheels on the road and air displacement. This should cause fewer disturbances to residents than a car going past and should be barely audible from within a house. A public address system will be used at the top of the hill to call riders forward to the start line; this is a fair distance away from any residences and will be used facing away from the houses, in order to cause minimal disturbance.

Waste Management

Transportable "Port-a-Loo" style toilets from Kaikoura Hire will be used.

There will be bins provided throughout the whole area. All rubbish will be taken back to Christchurch to be disposed of. As per the volunteer manual, one person will be appointed the position of waste manger and will be responsible for keeping the bins and Port-a-loos in a respectable condition.

Accommodation

All participants of the event will be required to stay at Goose bay campground where a specific area has been reserved for event competitors or at an accommodation facility in the Kaikoura Township.

Food and Beverages

No alcohol will be available. At this point no food will be provided, however we are looking into inviting a food truck along to the event. Free water will be provided on location along with sunscreen in popular spots along the track.

Safety Plan

The safety of our competitors and spectators is of the highest priority. Impact protection will be placed on the main corners as well as around all lamp posts. The use of over five hundred tyres worked well in 2015, for the upcoming event we will look into doing this again.

There will be an ambulance on site during competition hours. Competitors will be required to undergo a safety gear check prior to racing. This will involve ensuring that their full-face helmets meet safety certifications, and they have adequate knee and hand protection. Full Leather suits are highly encouraged. Competitors' boards will also be checked to make sure they are mechanically sound.

As per the volunteer manual, all volunteers of the event will be fully aware of safety procedures should an incident occur. These will be covered during the Friday night prior to the

event and recapped each morning and lunch break on the days of racing. Each volunteer also wears a lanyard with clear instructions of what to do under emergency situations. On this lanyard is also a whistle which can be used to draw immediate attention if a situation should occur.

Site Plan

The set up of the event will be very similar to previous years with the only alteration being the addition of two competitor/spectator shelters, one at the very top of the course and one on the first corner of the track. These will provide the needed sun shelter as asked for in feedback from the previous events.



Figure 2: Satellite view of the Ocean Ridge subdivision showing location of event shelters and marshals positioning

Thank you for your time and consideration,

The Kaikoura Longboard Festival Committee:

Tom de Rooy
Matt Greene
Ben van Noorden

Elissa Mah
Nic Weaver
Luke Davis-Colley

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Resources:

Risk assessment and management strategies:

https://drive.google.com/file/d/0B24YgMoZX_jZUWxpM3NKVIZkQWc/view?usp=sharing

Rules:

https://drive.google.com/file/d/0B24YgMoZX_jZNjE4cDNXYjhoR1k/view?usp=sharing

Volunteer Manual:

https://drive.google.com/file/d/0B24YgMoZX_jZUHntYUhkG52Qmc/view?usp=sharing

Topic: Seals and People at Point Kean Car Park
Date: 10 August 2015
To: Rachel Vaughan, Kaikoura District Council
From: Jody Weir, Department of Conservation



Greater Objective: Develop a coordinated community solution to the critical issue of New Zealand fur seals (NZFS) and people at Point Kean Car Park, Kaikoura

1.0 Context

- The number of NZFS along the Kaikoura coast has increased dramatically in recent years. There has been an increase in NZFS pups, juveniles and adults using the Point Kean Car Park and immediate surrounding area. There will be an increase of NZFS on our coast and in this area each year.
- The Kaikoura Peninsula Walkway, which includes the Point Kean Car Park, is the only Icon Site in South Marlborough. From January 1 through July 30, 2015, the Point Kean Road Counter recorded **100,151** vehicle visits to Point Kean Car Park (and 10,536 in July alone).
- Point Kean Car Park is located in a NZFS breeding colony.
- People visiting Point Kean are unaware of the dangers associated with close proximity to NZFS and regularly approach and touch the animals.
- NZFS living at Point Kean are unfamiliar with the dangers associated with close proximity to vehicles, roads and people and regularly seek shelter under vehicles. At least two pups were killed by vehicles in the Car Park last month.

2.0 Critical Issues

- There is currently a **high risk to public safety** at Point Kean Car Park. When people approach seals they can bite, causing serious injury and/or transmitting diseases. People can also be injured trying to escape seals that charge or startle them.
- There is currently a **high risk of people breaking the law** either inadvertently or deliberately. It is an offence under the Marine Mammal Protection Act to disturb or harass a NZFS, this is currently a common occurrence at Point Kean.
- There is currently a **high risk of disturbance to essential behaviours of NZFS, a protected species** (for example, pups stop suckling because of close approach by people, juveniles and adults are not able to rest etc.)

3.0 Purpose

- On Wednesday, August 19, I will present to KDC on the current situation at Pt Kean and hear suggestions from councillors.
- My goal is to develop a coordinated community approach to the critical issue of NZFS and people at Point Kean Car Park, Kaikoura. This will likely include;
 - 1) Input from stakeholders on how to manage the situation in both the short and longer term (e.g. what can we do in the next month, next 6 months, year)
 - 2) A structural/building plan to reduce potential overlap between people and NZFS at Point Kean Car Park (e.g. extension/modification to the boardwalk)
 - 3) A volunteer project plan to increase presence at Point Kean (stemming from the Ohau Waterfall Volunteer Programme)
 - 4) A communications plan to increase overall awareness in the community (e.g. education through local media, schools, I-site)
- DOC can lead this initiative, but it is imperative that all stakeholder groups play a role in developing and implementing solutions.

4.0 Secondary Benefits

- Greater enjoyment for visitors, more positive experience all around.
- Greater awareness and education about NZFS in general.
- Potential for transferability to other areas of New Zealand where seal and people issues arise.

Mayor's Report

At the recent Local Govt AGM in Rotorua much of the discussion was around growing the regions. There seems to be a theme running through conversations about the importance of the regions and creating stronger communities by looking at what is our point of difference and developing around that to make towns more vibrant and a better place to live. The impact of the Auckland housing market is also creating opportunities where families are looking at the option of cashing up and moving to lower cost centres.

Lawrence Yule, President Local Govt NZ, spoke of the fact that 40 % of the Country's GDP is located in the regions and this requires a shared national approach to regional development across New Zealand to lift economic growth over the next decade. The recent Fonterra price downgrade emphasises the need for a diversified economy. The effects will be felt throughout the nation in varying degrees if the prices remain low over a longer period.

Former Lord Mayor of Adelaide, Stephen Yarwood, spoke of his passion for creating desirable communities, with things like food trucks, street art, outdoor eateries and integrating temporary infrastructure into town hubs and most importantly making the most of technology. Many of these things are happening here in NZ and make our towns a better place to live.

During the Conference four remits were passed by members. The first requesting Govt to develop legislation to prohibit smoking outside of restaurants, cafes and bars. A levy on plastic bags was also passed. Levies have proved effective overseas to reduce the use of plastic bags. The third remit requested that Local Govt engage with Central Govt to have water and wastewater subsidy schemes reintroduced with annual funding of \$20 million to support this project. This programme would provide funding support for smaller less populated communities who could not afford to do this alone. The fourth remit asked Local Govt to investigate the possibility of charging rates on crown land. This would help many of the smaller regions who have large amounts of land in the DoC estate. Crown land makes up almost 70% of the Kaikoura district. Many other regions have the same issue.

Minister of Local Govt, Paula Bennett, spoke on the closing morning of the conference. Paula warned Councils to look at their own spending and wages before they chase more funding from Central gov't. She also spoke of the need for Councils to work together for the benefit of their ratepayers and to have the conversation about amalgamations if it is in the best long term interest of the communities. Paula also said that Gov't acknowledges the pressures Local Govt does face and that they are looking at different mechanisms to manage growth.

The workshop presentation by Jenni Giblin from the Giblin Group was successful, members of the tourism board also attended. There is an opportunity to utilise their expertise by way of developing an Economic Development Strategy for the community or on a case by case basis to attract outside funding for any development initiatives we may have. On Thursday 13th August I attended the New Zealand –Hubei Corporation Forum at the Tait Enterprises centre in Christchurch. This is part of the ongoing relationship work between Canterbury and Hubei which has a population of 61 million.

I will be on leave from the 30th of August until 9th October.

Winston Gray.