

# MINUTES OF THE KAIKOURA DISTRICT COUNCIL MEETING HELD AT 9.03AM ON WEDNESDAY 18 JUNE 2014 AT MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.

**PRESENT:** Mayor W Gray (Chair), Councillors T Blunt, J Diver, G Harmon, J Howden, C Mackle, D Millton, D Morgan.

**IN ATTENDANCE:** S Grant (Chief Executive Officer), S Syme (Committee Secretary).

**APOLOGIES:** Councillor D Morgan (lateness)

***Moved by Mayor Gray, seconded by Councillor Harmon and resolved that apologies be accepted.***

## **1. OPEN FORUM**

No members of the public wished to speak in the open forum.

***The meeting adjourned at 9.04am and resumed at 10.39am***

***Councillor Morgan entered the meeting.***

## **2. RESIDENT AND RATEPAYER SATISFACTION SURVEY 2014**

Included in the agenda were the results of the 2014 Resident and Ratepayer Satisfaction survey. 236 responses had been received which was 10 more than the previous year. Over 98% of respondents were ratepayers and over half of the respondents were aged over 60 and 80% of respondents aged over 50. The Chief Executive Officer felt thought was required on how a better mix of respondents could be obtained to get a better overall view. Some satisfaction levels had dipped for example rural roads, footpaths and public toilets whilst other areas like cycleways had improved.

Swimming Pool/Aquatic Centre was back in the top ten priorities. This item had not featured in the top ten the previous year. Councillor Diver noted it was not only an indoor pool that was wanted but an indoor sport centre as well. He advised there were a number of groups who used the High School gymnasium throughout the year who would like a bigger facility.

The Operations Manager was looking at work on footpaths. When asked why work on footpaths had been left so late the Chief Executive Officer explained the Operations Manager had been investigating what footpaths required work and to what standard they should be maintained. It had been a number of years since major footpath work had been undertaken. It was noted that not a lot of work could be undertaken for \$26,000 and the last time a large amount of work had

been completed a loan had been raised. The Chief Executive Officer advised Council had one engineer who was responsible for many asset areas therefore everything would not be done at once but work would get done. Roads had been a higher priority during this financial year. He further advised regarding programmed work that staff did not decide not to do the work so another project could be funded. It was not how the system worked. Councillor Diver noted in previous years some footpaths had not been worked on because it was known they would be ripped up because other infrastructure required upgrading for example power or telephone lines. The Chief Executive Officer advised Council did not currently have a footpath renewal programme and the budget amounts shown in the Plan were depreciation which could be used either for renewals or used to pay loans. A discussion was held regarding expenditure in previous years on footpaths.

Councillor Millton felt maintenance work should be undertaken early in the new financial year as it was important levels of service did not drop. The Chief Executive Officer advised as part of the Long Term Plan process Council would need to review levels of services and one of the areas would be levels of service on rural roads.

***Moved by Mayor Gray, seconded by Councillor Harmon and resolved that the Resident and Ratepayer Satisfaction Survey 2014 be received.***

### **3. KAIKOURA DISTRICT COUNCIL LOGO**

In February Council had requested feedback be sought regarding Council using the new Destination Kaikoura logo or retaining its existing logo. Feedback was sought over a two month period. 36 responses were received. 20 were in favour of change but 3 only if the cost impacts were minimal and 16 were against change.

***Moved by Councillor Diver, seconded by Councillor Millton that Council keep its existing logo but use the Destination Kaikoura logo for generic promotions of the District.***

#### **Discussion:**

Councillor Howden felt it was a good idea to keep the Council logo in terms of identity and there was still room to use the new logo when promoting tourism. Councillor Millton felt the Council logo was sound and should be retained. Councillor Blunt noted the Council logo was well recognized as a brand and the Destination Kaikoura logo was a very similar colour to the Environment Canterbury logo. Councillor Morgan noted marketing and events promotion was what the i-Site would be doing.

Mayor Gray advised he was concerned regarding where the crossover would be between using the logos. Councillor Harmon felt it might create problems in the market place. Councillor Diver advised the

Destination Kaikoura brochure had both logos and had not caused confusion. The Chief Executive Officer felt the Council logo would be used on all stationary, letterhead and vehicles with the only potential change being signage, an example given was the Kaikoura Airport. Councillor Morgan noted it would be similar to Wellington where they had the Positively Wellington brand and the Wellington City Council logo.

***The motion was put and carried.***

***Against: Mayor Gray***

#### **4. COMMITTEE UPDATES**

##### **Marlborough Regional Forestry**

Councillor Diver advised the next Marlborough Regional Forestry Meeting would be held in August. The annual accounts would be finalised and the Committee would consider potentially rolling over the management contract for another year rather than going out to tender.

##### **Mayfair Theatre**

Councillor Morgan advised she had been struggling to attend the Mayfair Theatre Committee meetings and wished to resign from her position as Council representative. The Committee met monthly. Those Councillors interested in being on the Committee were requested to let Mayor Gray know. A report would be included on the Council agenda.

#### **5. MAYOR'S REPORT**

Mayor Gray had attended the Talent NZ initiative launch the previous Wednesday. He felt there was an opportunity for the community to aspire to bring in people that had talent in the highly technical fields. He noted Kaikoura was perceived as very go ahead in terms of the environment and how it operated as a community. He also felt there was a need to foster the arts.

#### **6. CONFIRMATION OF MINUTES 21/05/2014**

***Moved by Mayor Gray, seconded by Councillor Howden and resolved that the minutes of the Council meeting held on 21 May 2014 be confirmed a true and accurate record.***

#### **7. REPORTS TO BE ADOPTED**

##### **Works & Services Committee 21/05/2014**

***Moved by Councillor Harmon, seconded by Mayor Gray and resolved that the report of the Works and Services Committee meeting held on 21 May 2014 be adopted.***

##### **Environmental Services Committee 21/05/2014**

***Moved by Councillor Morgan, seconded by Councillor Blunt and resolved that the report of the Environmental Services Committee meeting held on 21 May 2014 be adopted.***

**Finance & Policy Committee 21/05/2014**

***Moved by Councillor Howden, seconded by Councillor Morgan and resolved that the report of the Finance & Policy Committee meeting held on 21 May 2014 be adopted.***

**8. MINUTES TO BE RECEIVED**

**Kaikoura Zone Water Committee 30/04/2014**

***Moved by Mayor Gray, seconded by Councillor Blunt and resolved that the minutes of the Kaikoura Zone Water Committee meeting held on 30 April 2014 be received.***

**9. DELIBERATION OF SUBMISSIONS TO DRAFT ANNUAL PLAN 2014/15**

The hearing of submissions to the Draft Annual Plan had been held on Monday 16 June 2014.

**Canterbury District Health Board (CBHB)**

The Canterbury District Health Board had requested Council include a paragraph in the Liquor section of the plan regarding the Sale and Supply of Alcohol Act and the duty to collaborate. The Chief Executive Officer advised the paragraph could be included in the Plan if Council wished notwithstanding that the requirement was already in the legislation.

***Moved by Mayor Gray, seconded by Councillor Milton and resolved that the following paragraph be added to the Liquor Licensing section of the Annual Plan;***

***Council recognises the requirements of the new Act to establish and maintain arrangements between the Licensing Inspector, Police and Medical Officer of Health to ensure the ongoing monitoring of licenses and the enforcement of the Act together with the need to develop and implement strategies to reduce alcohol related harm.***

**Kathie Roberts**

In response to a request for a reading room on the ground floor of the building it was noted there was some space on the ground floor however it was unknown how much room the museum would take up. Therefore there was a need to wait and see whether there was an issue with people accessing the Library on the first floor and if there was any space available on the ground floor.

Councillor Blunt enquired regarding the \$400,000 grant that K Roberts had enquired about in her submission. The Chief Executive Officer advised Council had not specifically applied for the grant. Potential funders had advised that due to the disagreement in the community Council would be wasting its time in applying. Therefore the Historical Society had been asked to apply for items on behalf of Council. The Chief Executive Officer would be meeting with D Smith from the

Historical Society to see how much of its recent grant related to building items. It was noted Council could still apply for funding. The Chief Executive Officer advised Council had to find \$400,000 for the Civic Building and \$3.4million for the hospital and the combined figure was what Council was trying to reduce through funding from external funding sources.

With regard to comments made about budget and debt it was noted if Council wished to use special funds for another purpose a resolution of Council was required. It was noted capital projects were identified on page 32 and 33 of the draft Annual Plan.

It was considered comments made in the submission about the Health Facility funding were incorrect. Councillor Morgan noted in the draft Annual Plan it stated Council was not providing any funding this year. She felt if Council funded the project gradually then it would not be such a big thing when it happened.

With regard to Eco Burials Mayor Gray advised it would be investigated further. The Chief Executive Officer advised the report previously prepared could be re-presented to Council.

In regard to comments made regarding Liquor Licensing it was noted that Council had prepared a Local Alcohol Policy. Council had chosen not to advertise the Policy until the outcome of appeals to other Council Policy's from the major food chains were known.

***The meeting adjourned at 12.08pm and resumed at 1.06pm.***

***APOLOGIES:***

Councillor Mackle, Councillor Morgan (lateness)

***Moved by Mayor Gray, seconded by Councillor Diver and resolved that apologies be accepted.***

***10. KAIKOURA INFORMATION AND TOURISM (KITI) UPDATE***

G Ormsby, Kaikoura Tourism Manager, was in attendance to present this item.

***Councillor Morgan entered the meeting at 1.07pm.***

G Ormsby advised he would provide an update of achievements against the business plan which had previously been submitted to Council for approval. He would attend the Council meeting on a quarterly basis. Achievements and events attended to date included;

- Applied for and attained Regional Tourism Organisation status for Kaikoura
- 53 appointments at TRENZ which was a full schedule plus 15 extra appointments

- Produced a product directory for TRENZ of business who wished to work in the international market
- Production of Chinese brochures and presentation in Chinese
- Identification of key international and domestic markets
- Currently developing a new Alpine Drive route
- Trip to China as part of group called Kia ora South, with sales calls in Hong Kong on the way.
- Radio campaign for the domestic market
- Major changes made to the distribution network
- Hosted the Earthcheck Platinum launch

## **11. YOUTH COUNCIL**

E Haberstock and the Community Development Officer were in attendance to present this item.

Another Learner's Driver License course was taking place from Wednesday 18 to Friday 20 June at the Scout Hall.

An application to the Youth Development Partnership had resulted in funding of \$28,000 for monthly speakers to address issues that concerned young people, deliver opportunities to encourage more youth to engage in kapahaka and intensive dance, deliver youth led community performance celebrating youth achievement and to support young people volunteering in emergency services.

Youth Council was currently involved in improving the Skatepark, had been involved with the recent Careers Expo and would also be assisting with the Kaikoura Warrior event.

## **12. DELIBERATION OF SUBMISSIONS TO DRAFT ANNUAL PLAN 2014/15 (CONTINUED)**

### **Gerry Essenberg (Operations and Maintenance Manager)**

A request had been made for an increase in a number of budgets. It was noted some of the requests had previously been incorporated in the draft Plan. The following items were entered into the funding model to assess their impact:

- \$1,000 for minor renewals and upgrades to existing public toilets.
- \$10,000 for Kaikoura Water Supply power – this would better reflect the actual cost.
- \$5,000 for the lump sum maintenance budget for sewer. This was allocated from special funds.
- \$10,000 for stormwater. It was noted there were some specific problems with stormwater which needed to be dealt with. Funding was allocated from the stormwater special reserve account.
- \$150,000 for roading.

The roading programme had not been completed due to the rain event in April. New Zealand Transport Agency (NZTA) approved the work programme which allowed the subsidy to be carried forward. Only \$150,000 had been requested to deal with some of the issues rather than \$350,000. The Operations Manager advised one of the reasons for requesting the additional funds was because NZTA would make its share available. There was work that needed to be done but it could be programmed over a longer period of time. However, some work was required to get roads back into a reasonable state. The immediate weather related issues would be completed immediately but other work would be left until it was optimal to undertake the work. It was noted completing the work would leave the network less vulnerable.

\$8,000 had been requested to improve the surface and drainage on the unmaintained access between 66 and 70 Churchill Street. Mayor Gray advised in his view the work needed to be done. The Operations Manager advised an option was to state the access was now maintained. He felt the project could be completed with discretionary money in the road budget. The access was an easement to the reservoir and there was a potential for it to be a walking track to the top of the hill. It was generally felt the effected residents should be advised that work would be undertaken when contractors and funding were available.

#### **Marlene Ingram**

The submission focused on recycling and requested the weekly kerbside collection be extended to include households on Mill Road and Mt Fyffe Road. It was noted a survey of residents on Mill Road and Mt Fyffe Road was being undertaken regarding recycling.

#### **Airport Committee**

An additional \$2,000 had been requested for minor maintenance and upgrades. Councillor Harmon noted the only outstanding item was the half finished entranceway. It was agreed the request for an increased budget be declined.

#### **Enviroschools**

A \$5,000 annual contribution had been requested to facilitate the Enviroschools programme in local schools. Mayor Gray advised Kaikoura had Earthcheck and people looked after the environment. Councillor Howden felt facilitation support could come from the Schools and the Water Zone Committee she also felt a lot of the local schools were focused on the Environment. In the beginning Kaikoura was the only one Council in Canterbury who was part of the Enviroschools programme. It was felt Kaikoura Schools were now at the stage where they had environmental programmes in place which raised the question whether there was still a need for the programme in Kaikoura schools.

It was agreed Council representatives would meet with representatives of Enviroschools to try and find a way to continue the programme in Kaikoura without a draw on rates.

### **Rural Ratepayer Submissions**

Seven submissions were received requesting a reduction in rural rates of at least 7% for the 2014/15 year. Councillor Blunt advised the increase in the 2013/14 years rates had been attributed primarily to reseals. He advised that repeater stations located on Blue Duck Valley and Puhi Puhi Valley Roads benefitted everybody and there were a significant number of people who used rural roads and Department of Conservation land for recreation.

The Chief Executive Officer explained that Council could not justify putting up rates for one sector and down for another without justifying who was paying for what. He enquired if Council wished to review the rating system as part of the 2015-2025 Long Term Plan Councillor Blunt advised after the increase in rural rates the previous year there had been a lot of anger in the community. He felt the numbers and ratios in the rating system needed to be changed. Councillor Morgan noted it was also about funding projects in other ways. The Chief Executive Officer advised rates was always the last resort to fund any project. He further advised Council could definitely look at how the operating costs of the new building would be funded.

It was generally felt the rating system should be reviewed in 2014/15 as part of the Long Term Planning process.

### **East Coast Community Organisation**

The East Coast Community Organisation had asked a number of questions regarding the financial information contained in the draft Annual Plan. The Chief Executive Officer provided an answer to each question.

### **Democrats for Social Credit**

Submission received.

### **Physicians and Scientists for Global Responsibility**

Submission received.

### **North Canterbury Province of Federated Farmers**

Federated Farmers were to be thanked for its submission. The response letter would include comments regarding issue raised in terms of debt and investment properties.

### **Kaikoura Historical Society**

The Historical Society had requested a grant of \$20,000 to assist with operating costs. The Chief Executive Officer advised the Historical



Society had been granted \$20,000 in the current financial year with nothing allocated in the 2014/15 draft Annual Plan. He understood the Historical Society would be happy with \$10,000. Councillor Morgan advised museum was a core business of Council and the Historical Society provided the service on Council's behalf and she was happy to fund the \$20,000 requested. Councillor Diver and Councillor Harmon felt only \$10,000 should be allocated.

***Moved by Councillor Diver, seconded by Mayor Gray and resolved that the Kaikoura Historical Society be allocated \$10,000 in the 2014/15 Annual Plan.***

#### **Kaikoura Memorial Hall Committee**

The Memorial Hall Committee had requested funding for a mobile scaffold in the Hall for use when replacing light bulbs, hanging curtains and backdrops and for additional lights when catering for functions. A quote and information regarding the scaffold system had been provided. Councillor Diver advised he felt the scaffold would only work when against a wall because it was very narrow. He felt it would be good for put some money aside for a scaffold system which was more suitable than the one put forward.

It was noted there were other organisations the Committee could apply to for funding. It was suggested the Operations Manager work out what was required and the Community Development Officer could make applications to potential funders.

#### **Kaikoura Enhancement Group**

The Kaikoura Enhancement Group had requested funding of \$26,500 plus GST for detailed plans for the North Arrival Area to the Kaikoura township, concept plans for Churchill Street under the railway cutting and the Churchill/Killarney/ Scarborough Street intersection. Council had granted funding of \$13,400 the previous year to begin planning for the enhancement of the State Highway 1 corridor through the Kaikoura Township. Councillor Morgan questioned how the Group could do the next step when they had not yet finished the first step. Councillor Harmon thought the Group was very aware of taking the community along with them.

Councillor Blunt felt when one looked at what Council's Harbour Warden had achieved at the entrance to South Bay that \$40,000 for a plan seemed a lot of money. The Chief Executive Officer advised the Operations Manager could see if the New Zealand Transport Agency had any funding otherwise any funding would be from a combination of reserve development and town centre rates. It was noted the group wished to obtain a detailed plan which could be put out for tender. Councillor Morgan enquired if the Plan was what the community wanted to see. The Chief Executive Officer advised the Group had

requested guaranteed funding of the next stage, even if the community wanted the plans changed the Group would still want funding for detailed plans. Councillor Morgan felt it was too much money and asked at what stage did Council approve the concept. It was noted half the land was not Council owned. Mayor Gray advised Council had agreed a number of years ago that the area needed to be tidied up. Councillor Millton was concerned the Group might be trying to do too much on one site at Northern entrance to the Township.

Councillor Howden felt the Group should concentrate on a final plan for the Northern entrance and hopefully funding could be obtained from other sources once the plans were completed. Councillor Blunt felt spending some money on the Northern Entrance would be a good first step and suggested \$7,000 be allocated. Mayor Gray noted there had been a lot of work done to date and he did not want the project to lose momentum. The group also had buy in from the New Zealand Transport Agency. The Chief Executive Officer suggested once the detailed plan had been completed Council could organise the physical work.

***Moved by Mayor Gray, seconded by Councillor Diver and resolved that the Kaikoura Enhancement Group receive up to \$10,000 to obtain a detailed plan of the Northern Arrival Area to the Kaikoura Township, to be funded from reserves.***

***Against: Councillor Morgan***

#### **Kaikoura Cycle Club**

***Mayor Gray declared an interest and left the meeting at 3.55pm. Councillor Diver took the chair.***

The Club had requested a rollover of unspent funds from the previous year and requested an additional \$9,000 to help it achieve its goal of a significant loop track for walkers and cyclists from the Kaikoura Township. Councillor Blunt suggested the Club used what funding they had first as it could last them a while. Councillor Diver advised the Club had been very frugal. He advised Council held the money and they applied for it as they needed it. He suggested they may also have some big projects coming up. Councillor Morgan suggested the Club could form a trust and gain the money from other sources.

***Moved by Councillor Diver, seconded by Councillor Harmon and resolved that the unused funds allocated to the Kaikoura Cycle Club in the 2013/14 year be rolled over to 2014/15 (approximately \$11,000) year and an additional \$9,000 be provided in the 2014/15 year, to be funded from reserves.***

### **The Renewables Motueka**

It was considered the submission was outside the scope of the Annual Plan. Submission received.

### **Carrie Ripley**

C Ripley had requested Council do something about the stormwater runoff from the reservoir at Seaviews. The Operations Manager advised previously that work in the area would cost approximately \$14,000 which included a \$3,000 roading component. The Chief Executive Officer advised the stormwater component could be funded from the Stormwater capital account.

### ***Mayor Gray reentered the meeting at 4.08pm and resumed as chair.***

The Chief Executive Officer advised there was a lot of water which came of the hill and a stormwater system would help. He advised if Council decided it was worthwhile to fund the project he would recommend funding from the reserve account rather than from rates.

Councillor Harmon advised he was concerned that Council could spend the money and water could still come down the back of the hill and there would still be the same problem. Councillor Morgan noted in South Bay property owners were required to install their own stormwater system for water that came off the hill. Councillor Diver noted the stormwater was not all from Councils property but it was not all natural stormwater runoff. The Chief Executive Officer advised the aim would be to run the stormwater system down the Council land that went up to the reservoir and then on the paper road. Councillor Blunt felt perhaps more information was required.

It was noted the item did not need to be put into the Annual Plan. It was generally felt the Operations Manager could provide a report with plans and costings.

***Moved by Mayor Gray, seconded by Councillor Harmon and resolved that the Draft Annual plan be amended by incorporating the agreed changes set out above and including;***

- ***\$1,000 for additional minor renewal work and upgrades to the public toilets***
- ***\$10,000 for the Kaikoura Water Supply electricity budget***
- ***\$5,000 for the Kaikoura Sewer Lump Sum Maintenance budget to be funded from special reserves***
- ***\$10,000 for Stormwater renewals to be funded from stormwater reserves***
- ***\$150,000 for roading***

***giving an overall rate increase of 3.67%.***

***There being no further business the meeting closed at 4.25pm.***