MINUTES OF THE KAIKOURA DISTRICT COUNCIL MEETING HELD AT 1.01PM ON WEDNESDAY 20 NOVEMBER 2013 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).

1. OPEN FORUM

R Hogan

R Hogan wished to recommend regarding the schedule of meetings that Council meetings be held on the third Thursday of the month. This would allow for a summary agenda to be published in the Kaikoura Star on the Wednesday prior to the meeting and allow for more participation.

R Hogan requested the Petroleum Extraction Subcommittee be re-established and include elected members and community representatives. He advised he had been invited as an adhoc adviser previously. He also requested minutes of the meetings be taken and reported to full Council. He advised he would like to be a full member of the subcommittee. Mayor Gray suggested the item could be included on a future agenda.

Councillor Blunt enquired if the Council meetings remained on the third Wednesday of the month whether the agenda could be produced a week earlier. R Hogan advised he had not made that particular recommendation due to tight timeframe associated with getting the agenda out. The Chief Executive Officer advised it was generally the second week of the month before reports were completed and received from staff. He suggested a draft summary of agenda items could be published subject to change. R Hogan advised the idea was to try and encourage more involvement.

2. APPOINTMENT OF COMMITTEE CHAIRPERSONS AND MEMBERS OF COMMITTEES

The Chief Executive Officer advised in previous years recommendation would have been put to Council for consideration and be voted on. Appointments were now made by the Mayor and Council just needed to endorse the appointments.

Moved by Councillor Diver, seconded by Councillor Harmon and resolved that the following Committee appointments be endorsed.

• Works and Services Committee Chairperson: Geoff Harmon

Deputy: Craig Mackle

Full Council

• Environmental Services Committee Chairperson: Darlene Morgan

Deputy: Tony Blunt

Full Council

• Finance & Policy Committee Chairperson: Julie Howden

Deputy: Derrick Millton

Full Council

• Hearings & Applications Committee Chairperson: John Diver

Deputy: Craig Mackle Member: Tony Blunt

• Planning Committee Members: Geoff Harmon

Julie Howden, Derrick Millton

• Development Contributions Review Committee

Members: John Diver, Derrick Millton, Geoff Harmon, Darlene

Morgan

• Road Naming Subcommittee Members: Craig Mackle, Geoff

Harmon, Julie Howden

• Kaikoura Enhancement Trust Trustees: Winston Gray, Tony

Blunt, Geoff Harmon

• Airport Committee Members: Geoff Harmon

Traffic Review Committee Members: Craig Mackle,

Derrick Millton, Geoff Harmon

Pensioner Flat Committee Members: Julie Howden, Craig

Mackle, Winston Gray

• CEO Performance Review Members: Winston Gray, John

Diver, Darlene Morgan, Geoff

Harmon

Kaikoura Community Charitable Trust
 Trustee: Winston Gray

Harmon, Winston Gray, Derrick

Millton

There were two Committee not on the list which were Social Services and Tourism and Development. It was noted the Community Response Forum report was due in February and the formation of additional committees would be considered once the report had been reviewed. The Runanga would be advised.

Now that Committees had been established responses would be sought from organisations that normally had representatives on the Committee regarding who they would nominate for the three year term.

3. APPOINTMENT TO OUTSIDE COMMITTEES

Moved by Councillor Diver, seconded by Councillor Morgan and resolved that the following appointment/representation on outside committees be endorsed;

• District Licensing Committee J	ohn Diver ,Derrick Millton,
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Craig Mackle

Kaikoura Information and Tourism
 Winston Gray, Julie Howden

Marlborough Regional Forestry
 John Diver

Kaikoura Theatre Trust
 Darlene Morgan

• Local Government NZ Assn Winston Gray

• George Low Trust Tony Blunt, Craig Mackle, Julie

Howden

• Creative Arts Darlene Morgan, Julie Howden

• Sport Tasman John Diver

• Community Care Assn Darlene Morgan

Canterbury Waste Joint Committee Tony Blunt

Ecan River and Drainage Liaison
 Derrick Millton

Regional Land Transport Committee Derrick Millton

Kaikoura Youth Council
 Darlene Morgan

Community Initiatives Fund
 Darlene Morgan, Julie Howden

Canterbury Water Management
 Tony Blunt, Winston Gray

• Regional Civil Defence Winston Gray

4. SCHEDULE OF MEETINGS

Mayor Gray advised after considering views regarding meeting dates it was recommended Council continue to meet on the third Wednesday of the month. Moved by Councillor Diver, seconded by Councillor Howden that the following meeting schedule be adopted;

Works & Services Committee, Environmental Services Committee, Finance & Policy Committee and Council be held on the third Wednesday of every month excluding January.

Councillor Morgan enquired if Council was not going to hold its meetings on a Thursday how could better communication be created. The Chief Executive Officer suggested a draft agenda could be posted on the website and an advert placed in the paper reminding people to look online regarding draft agenda items.

Councillor Morgan requested terms of reference be provided for each Committee.

The motion was put and carried.

5. REQUEST FOR TEMPORARY ROAD CLOSURE – SUMMERSOUNDS MUSIC FESTIVAL

A request for the temporary closure of Old Beach Road from Skevingtons Road to Schoolhouse Road and Harnetts Road from Old Beach Road to Wilderness Road from 7.30am on 11 January 2014 until 5pm on Sunday 12 January 2014 for the purpose of the Summersounds Music Festival.

The Chief Executive Officer advised the festival had been held a number of times over the past twelve years. It was noted there had never been any issues in the past whilst the road was closed.

Moved by Councillor Harmon, seconded by Councillor Millton and resolved that under Transport (Vehicular Traffic Road Closure) Regulations 1965 Council agree to close Old Beach Road from Skevingtons to Schoolhouse Road and Harnetts Road from Old Beach Road to Wilderness Road from 7.30am on Saturday 11 January to 5pm on Sunday 12 January 2014 for the purpose of the Summersounds Music Festival.

6. CIVIC BUILDING REPORT

Included in the agenda was a report prepared by the project manager regarding the Civic Building.

The Chief Executive Officer advised there would be minimal disruption around the Christmas holiday period as the site would be closed down over Christmas from 20 December.

The Chief Executive Officer advised some contingency funds had been spent on slope stablisation. Councillor Millton enquired if Council had obtained consent for the excavation work. The Chief Executive Officer advised a resource consent had been required. This was obtained part way through the job when it was realised a consent would be required. It was noted there had been little cost involved in obtaining the consent and Environment Canterbury had been very cooperative.

Councillor Millton enquired about fencing for the adjoining neighbour. It was generally felt providing a fence would be a good gesture. Councillor Howden noted the neighbour did not appear concerned about the situation.

The Project Manager would be invited to attend the next meeting.

7. OFFICER'S REPORTS

a) Works and Services

Sewer

The Operations and Services Manager advised the sewer pump station upgrade work was substantially complete and just required some fine tuning. Councillor Blunt advised of concerns regarding safety at the Lyell Creek pump station due to corroded steel. The Operations and Services Manager advised he was not aware of the issue but would investigate the matter with the contractor.

Public Toilets

The Department of Conservation was installing toilets at Point Kean and it was anticipated the work would be completed prior to Christmas. With the surrounding reserves landscaped and finished over the summer. It was noted the toilets were a joint venture project with Council which would improve the visitor experience.

b) Building Report

14 building consents with a combined construction value of \$1,439,701 had been issued for the month of October. This included 4 dwellings.

The Senior Building Control Officer advised an agreement was in place to help Christchurch City process its building consents. The charge out rate would be the same as Christchurch.

c) Resource Management

7 applications for land use and 1 for subdivision consent had been received during the period from 10 September to 13 November.

d) District and Environmental Planning

Resource Management Reforms

As a result of the Resource Management Reforms a number of changes had been made to the Act. Some proposed changes had been revoked as a result of the submission process. The aim of the reforms was to make the Act easier to understand and make processing consents clearer. A summary of the main changes was included in the agenda.

Walking and Cycling

The District Planner advised money had been allocated in the Annual Plan for the extension of the walkway/cycle way which currently went from the town centre to Harakeke Mall. This would be extended to the North and construction of the new section was now being focused on.

Te Korowai

The District Planner advised a Government decision to support implementation of the Strategy for the protection and special management of the Kaikoura marine environment would mean the process would happen faster.

Earthcheck

The Earthcheck auditor had been in Kaikoura on the 18th and 19th of November to carry out the onsite audit for Earthcheck Certification. The Auditor would be recommending Kaikoura's Earthcheck certification be retained.

Waste Minimisation

The District Planner advised the diversion rate for the 2013 financial year was at 76%. Work needed to focus on encouraging residents and businesses to continue to recycle with a focus on reducing the use of non-recyclable packaging for example polystyrene meat trays.

e) Finance Report

An updated Finance Report was tabled at the meeting.

The Assistant Accountant advised overall for the 2012/13 year there was an upward movement in asset valuations which contributed to a major portion of the equity variance between the current year and the previous financial year. The Statement of Comprehensive income was in a good position compared with the previous year with development contributions up and interest rates lower over longer terms. It was noted insurance premiums had also reduced.

The Assistant Accountant advised the buildings which were for sale had been reclassified to current assets because there was an intention to sell within twelve months.

Councillor Blunt enquired why no drop in interest income showed once the funds held in reserve were used for the Civic Building. The Finance Manager would provide an explanation. A breakdown of other operating expenses was also requested.

8. MAYOR'S REPORT

Mayor Gray advised Kaikoura Information and Tourism had been in discussions with the Harbourmaster regarding rocks which were impeding the passage of ship tenders into the South Bay jetty. The removal of the rocks would allow larger cruise ships to put their passengers ashore in Kaikoura.

The Farmers Market would be held again the following Sunday. Mayor Gray advised the market had been well received and had grown.

Mayor Gray felt there was a need for discussions with the Runanga regarding tourism growth opportunities in the future.

9. CONFIRMATION OF MINUTES

Inaugural Council 30/10/2013

Moved by Councillor Diver, seconded by Councillor Millton and resolved that the minutes of the Inaugural Council meeting held on 30 October 2013 be confirmed as a true and accurate record subject to the motion endorsing the appointment of the deputy mayor being changed to note it was seconded by Councillor Millton.

Extraordinary Council 31/10/2013

Moved by Councillor Harmon, seconded by Councillor Howden and resolved that the minutes of the Extraordinary Meeting held on 31 October 2013 be confirmed as a true and accurate record.

There being no further business the meeting closed at 3.26pm.