

**KAIKOURA DISTRICT COUNCIL MEETING HELD AT 9.00AM ON
WEDNESDAY 21 OCTOBER 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. *Social and Environmental Sustainability Strategy* *page 62*
5. *Ohau Stream Area – Council Community Project* *page 66*
6. *Civic Building Update Report*
 - S Chadwick will be in attendance to present this item.
7. *11.30am NZ Police Update*
 - An update from Kaikoura Police will be provided in Public Excluded

8. *Public Forum*

<i>TIME</i>	<i>NAME</i>	<i>SUBJECT</i>
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9. *Quotable Value – Revaluation*
 - G Smits from Quotable Value will be in attendance at 1pm to present this item.
10. *Youth Council*
 - A representative of the Youth Council will be in attendance at 1.45pm to present this item.
11. *Committee Updates*
12. *Mayor’s Report* *page 70*
13. *Minutes to be Confirmed:*
 - *Council 16/09/2015* *page 72*

14. Reports to be Adopted:

- **Works & Services Committee 16/09/2015** *page 77*
- **Environmental Services Committee 16/09/2015** *page 79*
- **Finance and Policy Committee 16/09/2015** *page 81*

15. Minutes to be Received:

- **Hearings and Applications Committee 10/09/2015** *page 83*
- **Hearings and Applications Committee 29/09/2015** *page 87*
- **Kaikoura Zone Water Committee 26/08/2015** *page 93*

16. Minutes Action List Update

MEETING	ACTION REQUIRED	BY	DATE ACTIONED
Council	Audit and Risk Committee Establishment to be an agenda item.	Chief Executive Officer	In progress
Council	Advise how much money has been spent on fit out for the Civic Building and what fit out work was yet to be done.	Chief Executive Officer	In progress

17. Urgent Business

18. Council Public Excluded Session

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

a. New Zealand Police 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
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)

Social and Environmental Sustainability Strategy

Introduction

In 2014, Kaikoura was Platinum certified under the Earthcheck Community Standard for 11 years continuous work.

The principal objective of the EarthCheck Community Standard is to facilitate responsible and sustainable environmental and social outcomes for Communities. The EarthCheck Community Standard provides communities with a framework to benchmark their environmental and social performance, to certify their performance, and to continuously improve their performance. The outcome is an overall enhancement of a community's environmental and social performance.

Discussion

EarthCheck Certification process for communities consists of two distinct phases:

Phase 1: Benchmarking

Benchmarking is the first phase of the certification process. This phase requires a community (led by the Community Authority) to successfully complete the first 3 key steps of the EarthCheck Community Standard:

1. *Community Authority*: Establish a Community Authority to provide leadership and assume responsibility for the implementation and management of Community Standard
2. *Policy*: Develop an Environmental & Social Sustainability Policy for the Community
3. *Benchmarking*: Undergo a Benchmarking Assessment of both the Community and Community Authority's environmental and social sustainability performance using EarthCheck Benchmarking Indicators for Communities

Following completion of a Benchmarking Assessment communities receive a Benchmarking Assessment Report illustrating their performance against established baseline and best practice levels. Communities that meet the minimum benchmarking requirements will be awarded benchmarked status and use of the benchmarked logo to promote their achievement.

Our lead Community Authority for the Earthcheck Communities Program, Kaikoura District Council is required to ratify the Social and Environmental Policy. This has been in the past delegated to the Tourism and Development Committee. As these functions now lie with the new Tourism Manager at Kaikoura Information and Tourism, the Council is required to consider and ratify the Environmental and Social Sustainability Policy. The Policy has been in place since 2005 and forms part of the Council's Long Term Plan. The Policy has not been significantly altered since that date. It has now been shortened, and includes reference to the World Tourism Code of Ethics

Recommendation

It is recommended that Kaikoura District Council

- *renew the commitment to the Environmental and Social Sustainability Policy;*
- *adopt the amended Environmental and Social Sustainability Policy*

Author: District Planner

Endorsed by the Acting Chief Executive Officer

Kaikoura District Council is guided by the principles of Agenda 21 to sustain the social, economic and environmental wellbeing of the community now and for future generations

Policy Statement

This policy has been adopted by Kaikoura District Council to assist in the implementation of the Community's commitment to the principles of Agenda 21. This policy is further supported by environmental and social sustainability initiatives and the Kaikoura Tourism Strategy, which outlines specific actions for achieving economic growth.

In the development of this policy, regard has been given to the World Tourism Organisation's global code of ethics for tourism, with particular regard given to those articles of the code that the Kaikoura Tourism Strategy does not give regard to.

Kaikoura District Council undertakes to review this policy annually and to make the policy available to and communicate it with all stakeholders, members of the general public, employees, customers and suppliers of goods and services of the Council. It will also put in place systems for regularly recording sustainability performance and supply this information annually for the Earthcheck Community Certification.

Policy

Kaikoura District Council:

- Will take into account all relevant national and international environmental and sustainability legislation, strategies, agreements, policies and treaties;
- Is committed to achieving local community sustainability;
- Agrees to work towards continuous improvement of all sustainability benchmark indicators;
- Is committed to achieving a broad range of inter-sectorial partnerships with any relevant organisation, group or individual;
- Is committed to ensuring that any action does not systematically undermine people's ability to meet their basic needs;
- Will endeavour to minimise the creation of all forms of waste and will, at all times, view waste as a resource with the potential for reuse and recycling;
- Is committed to responsible energy management;
- Will encourage the protection of significant ecosystems and expansion of biodiversity;
- Will make sustainable use of natural resources and will conserve non-renewable

resources;

- Will encourage minimal use of any pollutant that may cause environmental damage to the air, land or water;
- Will encourage environmental awareness and encourage the use of environmentally friendly products;
- Is an equal employment opportunities employer and makes a commitment to the employment of community based people or people living in nearby communities;
- Where possible to source goods and services whose origins are as close as possible to the local community, as long as this does not adversely affect the council's activities or have a negative environmental, social or economic impact;
- Will work with contractors and consultants to ensure that their activities and practices are sustainable.

Ohau Stream Area – Council Community Project

1.0 Introduction

On 25th August 2015 the Kaikoura District staff were asked to attend a hui at Takahanga Marae to discuss options for the Ohau Stream area. The hui was attended by Trustees, Te Runanga O Kaikoura, New Zealand Transport Agency, Department of Conservation and the District Planner.

With increasing fur seal numbers Oahu Stream has become a popular tourist destination.

This report is intended to:

1. update Council on what is presently occurring on the site
2. look at what could occur in the future
3. determine if Council wish to be involved in a partnership approach.

2.0 Background

The Kaikoura District Council in partnership has assisted with a number of successful community projects to improve the visitor experience in Kaikoura. Projects such as the Kaikoura Peninsula Walkway, the toilet at Mangamanu which is managed by the local Surf Club, St Paul's New Beginnings Track and Love the Lyell have allowed for the visitors experience to be enhanced.

Council support for projects gives a clear signal to other organisation that it is something which the community wishes to progress. It also shows the public that we are proactive and willing to improve our district. Partnerships have the ability to create recognition for the good work undertaken within the district and reduce costs for all involved.

The presence of seal pups at Oahu Stream has seen considerable interest in the area. Department of Conservation has confirmed that approximately 7000 people a month visit the site. The site has won a number of tourism awards from Rankers. These include:

- [Free Animal Experience Supreme Winner 2013](https://www.rankers.co.nz/awards/traveller-voted-awards-2013) <https://www.rankers.co.nz/awards/traveller-voted-awards-2013>
- [Seal Watching Winner 2013](https://www.rankers.co.nz/awards/traveller-voted-awards-2013) <https://www.rankers.co.nz/awards/traveller-voted-awards-2013>
- [Top Free Seal Watching Winner 2012](https://www.rankers.co.nz/awards/traveller-voted-awards-2012) <https://www.rankers.co.nz/awards/traveller-voted-awards-2012>

This site has significant potential to add to our districts unique tourist experience. If managed appropriately the area will continue to be an iconic visitor destination.

3.0 Issues

The site itself takes on the appearance of a Department of Conservation site, with some facilities and volunteers being supported by the Department. However, the land is freehold Maori land and the Trustees of the area want to ensure the values of the site are protected while maintaining public access.

It was clear from the hui that commercialisation of the site is not desired by the Trustees nor was there any desire to exclude the public by way of admission fees. It was noted that potential does exist to generate revenue from the site, either by way of concession or donation.

Revenue generated could be used to address the following key areas:

1. Safety of visitors to the site
2. Protection of Fur Seals
3. Provision and maintenance of amenity to improve enjoyment of the area.
4. Protection of sensitive features of the site.
5. Ensuring ownership of the area is maintained by the Trust and a hui for Trustees.

Additional work is required from Department of Conservation to show how revenue can be generated. It is possible that a management plan for the area could be developed and for the area to be self-funding. A management plan could address how facilities would be provided for at the site and how they would be maintained.

4.0 Where to Now

It was clear that benefits would exist from a number of organisations working together.

New Zealand Transport Agency (NZTA) will look at the road safety concerns for the area. This will include looking at the needs for improved signage and a more formalised parking option.

Department of Conservation will explore options for funding, coordinate students for research, volunteers for supervision and examine how greater protection could be given to seals in this area.

The Trust will look at signage and work with other agencies

From attending the meeting it was clear that Council could also become involved in a partnership approach. The site is a key stopping point for visitors heading into the township from the north and it provides an opportunity to welcome visitors to Kaikoura. Essentially it is an opportunity to be part of a progressive vision of the area.

Two questions have been raised for Council:

1. Does the Council wish to be involved in a partnership for the area to keep the area unspoiled?
2. If there was a suitable parking lot and if there was a management plan in place, would Council build a public toilet?

The Trustees wanted to know if Council is keen to be involved in this project by 25th September 2015. The Trustees were advised Council had some funding set aside for a toilet north of Kaikoura, however

feedback would be required from Council and would not be possible until mid-October.

Given the interest in the area the East Coast Community Organisation (ECCO) was asked about the suitability of a toilet for the area.

The options for providing toilet facilities on SH1 north of Kaikoura were reviewed again following a request from the Council for ECCO's views on providing toilets at the Ohau Waterfall Stream where up to 7000 people per month visit. Funds have been provided in KDC plans for toilets and the options of location have been debated many times, with key areas being Clarence Straight, Paparoa Point and now Ohau Stream. It was observed that whilst Marlborough council had two public toilet locations south of Blenheim (i.e. Seddon and Ward) there is nothing on the Kaikoura part of SH1 other than the DOC toilets at Okiwi Bay and these are neither signposted nor available to buses. There was no clear unanimous view of location other than it should not be Paparoa Point. If you have views on this please let us know by 2 October and we will pass on a summary of views to Matt Hoggard at KDC.

It was also mentioned that the main concerns in ECCO discussions were maintenance and ongoing running costs. Given that the land areas concerned are NZTA/Private/Railways then the operating costs should not fall totally on Council and its ratepayers.

Regarding location it is noted that having a toilet at Clarence Straight does not exclude a toilet at Ohau Stream and it is possible to set funding aside in future Annual Plans.

Regarding costs, final costs are not possible without design. Department of Conservation has advised: *"We would normally allow 750mls per person meaning a 9000L tank will take around 12000 visits before it needs pumping out (and with a bit of evaporation you would probably do a bit better than that). Problem is a small 3k [3,000] truck would need to take 3 trips to empty it.*

Puhi puhi was 18k [\$18,000.00] for the fully accessible containment on concrete containment (think it was 9000L), usually we allow around 20-22k [\$20-22,000.00] for a contractor job."

Further discussions have found that a disposal field may be possible but such a project is likely to exceed \$100,000.

As an aside, Hasting District Council won the best loo award 2015 <http://www.stuff.co.nz/dominion-post/news/71530632/hastings-flush-with-awards-best-loo-and-most-beautiful-city>

Approximate costs for this project were:

1. Design Fees / Engineering Fees	\$ 13,544.00 + GST
2. Building consent fees	\$ 3,070.00 + GST
3. Construction Costs	\$115,996.80 + GST
Total build cost	\$132,610.80 + GST

The toilet was connected to Councils sewage and had mains power and water on the site.

5.0 Conclusion

The Kaikoura district has a number of key tourist attractions and the Council has been in a leadership and supportive role to ensure the success of key projects, such as the Peninsula Walkway and New Beginnings Walkway. Council involvement provides an opportunity for tourist infrastructure to be enhanced. To promote ourselves as a tourist destination infrastructure is required to support the experience. Working with Trustees of the Ohau Stream area, local iwi, Department of Conservation and New Zealand Transport Agency it is possible that a toilet could be installed to meet the needs of the wider community with costs shared over a variety of partners. The District Council is a key catalyst for the success of community projects.

6.0 Recommendation

- 1. That work continues with Mangamaunu 4a of 2 Ahu Whenua Trust.**
- 2. That up to \$30,000 be allocated towards a toilet within the Ohau Stream Area provided:**
 - i) A suitable parking plan is developed for the area**
 - ii) An agreed management plan is in place which addresses the maintenance of the toilet and what contributions each organisation will make towards maintenance.**

Author: District Planner
Endorsed by the Acting Chief Executive Officer

Mayor's Report

I have attended a workshop on Good Management of Council Controlled Organisations at Selwyn District Council run by LGNZ. It was well worth the trip down. It explained the need for separation from political inference in the management of the Council Controlled Organisation (CCO). The Statement of Intent is the document which the Council has control off. Once that has been sign off it becomes the KPI's which the CCO is measured against.

The community has held a number of events. The Hop, Seafest and the Suburban School half Marathon. All of these events brought large numbers of people to the town. There are more events being held in October and November, Kaikoura is in for a busy summer season.

I attend a certificate presentation for the students of " WAVES " an employment training provider which has set up in town. There are ten people on the course at present and the Nelson Polytech is on board and assisting the training provider.

Attached is an article which was going in the Hurunui News.

John Diver

Article for Hurunui News

Hello Everyone,

At last year's Pro-am golf tournament I teamed up with a Tauranga professional and during the round I asked him "what a professional player thinks of before and during a game". His advice was that Golf is about "Positivity, Positivity, Positivity."

So with that in mind its time that the Community starts thinking with a more positive mind set, as we live in one of the most beautiful places in the world. In my job as an electrician I come in contact with tourists who are amazed with our town and the local people that they meet.

With daylight savings it signals the start of the BBQ season and different events coming to our town. We have already had large events being held in the town with the Kaikoura Hop, Seafest, Suburban School Half Marathon, three great events that bring a lot of people to the town with many visitors pre-booking their accommodation a year in advance and these events offer great fundraising opportunities for clubs and schools

Over the next few weeks the town will be busy gearing up for the local Pro-am at the Golf Club, Race Day and Christchurch Show Weekend and the Bridge to Bridge Race.

The Kaikoura Health Facility is now open with the long term patients having moved into their new rooms. In the coming weeks the old Hospital will be demolished and Mainpower will be undergrounding the power supply around the Deal Street area.

The Kaikoura Primary School have new classrooms and is renovating some of the older buildings for the administration block.

The Historical Society and Library are gearing up for their shift to our new Combined Civic Centre. With the positive vibes that this new Hub will provide to the West End, I'm sure that the businesses, locals and visitors will benefit from the atmosphere this hub will create.

Our amazing little community has a lot to be proud and positive about as we continue to lead the way in sustainability, innovative and forward thinking.

Acting Mayor

John Diver