

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD ON
WEDNESDAY 27 JULY 2022, 9.00AM, AT TOTARA, COUNCIL CHAMBERS, 96 WEST
END, KAIKOURA**

PRESENT: Deputy Mayor J Howden (Chair), Councillor N Pablecheque, Councillor L Bond, Councillor R Roche, Councillor V Gulleford, Councillor T Blunt, Councillor D Millton

IN ATTENDANCE: W Doughty (Chief Executive), M Dickson (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), Becky Makin (Executive Officer)

1. KARAKIA

2. APOLOGIES

Apologies were received from Mayor C Mackle.
Alternate meeting Chair: Deputy Mayor J Howden

Moved: Cr T Blunt

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST Nil

Cr R Roche declared an interest in Item 10.4 Temporary Accommodation Report.

4. PUBLIC FORUM

9.01 am – T Howard

T Howard spoke regarding the South Bay Business Case proposal and was in favour of it proceeding. He recommended that someone speak to the commercial fisherman regarding the proposed location of the commercial unloading area and its practicality in a Southernly swell.

5. FORMAL DEPUTATIONS Nil.

6. WORKS AND SERVICES COMMITTEE MEETING

The meeting adjourned to the Works and Services Committee meeting at 9.03 am.

The meeting reconvened at 9.11 am.

7. MINUTES TO BE CONFIRMED

7.1 Council meeting minutes dated 29 June 2022

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Council Meeting held on 29 June 2022.*

Moved: Deputy Mayor J Howden

Seconded: Cr V Gulleford

CARRIED UNANIMOUSLY

8. MATTERS ARISING AND ACTIONS

The Matters Arising and Action list was reviewed and noted by Council.

9. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS

Deputy Mayor J Howden raised that the Terms of Reference for the Kaikōura Marine Development Programme (KMDP) Governance Group expires on the 30 June 2022. The project is still requiring oversight especially with regard to the Wakatu Quay development. It was agreed to add the Terms of Reference for the Kaikōura Marine Development Programme as a matter for decision to the Agenda.

Cr T Blunt raised his disappointment with the LGNZ Presidents' recent television interview on the Three Waters reform, in which there was an inference that a potential acceptable solution for those opposed to the Three Waters Reform was that storm water could be removed from the reform. It was noted this idea was included in LGNZ's formal submission to the water Services Entity Bill, but not as a silver bullet for the reforms as was inferred by the interview.

It was agreed for the Chief Executive to write to LGNZ regarding the Council's disappointment with the interview and submission.

Moved: Cr T Blunt

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

10. MATTERS FOR DECISION

10.5 Terms of Reference for the Kaikōura Marine Development Programme

The Council had agreed to include this item as a new matter for decision, which was raised under Item 9.

It was noted that there are currently two elected members on the Governance Group and the Term of Reference may need amending post-Elections.

RESOLUTION

THAT:

- *The existing Terms of Reference for the Kaikōura Marine Development Programme (KMDP) Governance Group be extended from 1 July 2022 for up to 12 months (30 June 2023)*
- *The effectiveness and membership of the KMDP Governance Group will be reviewed prior to December 2022 in collaboration between the Mayor, Chief Executive and Chair of KMDP and reported back to the Council.*

Moved: Deputy Mayor J Howden

Seconded: Cr R Roche

CARRIED UNANIMOUSLY

10.1 Presentation of South Bay Business Case

An overview of the South Bay Business Case was provided by C Sturgeon, who was accompanied by D Smith and C Doughty from the KMDP Team.

Should the business case be approved by the Council, the next stage would be to submit it to Central Government and if approved in principle, a feasibility study and detailed development design will be carried out, which would include surveys of South Bay. Funding for the next steps would need to be secured from Central Government.

C Sturgeon gave assurance to the public forum speaker that the detailed design conversations around practicality would be held with commercial fisherman. He advised that good feedback has been received from community groups, the KMDP Team are working through a process with the commercial fisherman to go into the water on a more permanent basis. Te Rūnanga o Kaikōura will be involved in conversations around the impact of the proposed develop of South Bay especially with regard to mahinga kai which has previously been raised as a concern.

The Council noted that good information has been presented at meetings and workshop by the KMDP Governance Group.

It was noted that the financial information has been included in the public agenda, therefore an amended resolution was put forward to remove the wording “presented under public exclusion for both Commercial and Crown sensitivities” from the second bullet point.

AMENDED RESOLUTION

THAT the Council:

- **Note** the proposed facility will make a significant contribution to the economic, social and cultural development of Kaikōura
- **Note** the total budget for the proposed facility is outlined in the report
- **Note** the required funding for the Feasibility Study and Developed Design for the harbour is in the range of \$4.5m to \$7.5m
- **Approve** the Business Case for the South Bay harbour
- **Approve** the submittal of the business case to central Government to seek an agreement in principle to develop the harbour, subject to the outcome of the Feasibility Study
- **Approve** the request to the Government to fund the Feasibility Study and Developed Design as part of Budget 23 for commencement on 1 July 2023
- **Approve** ongoing engagement with Mana Whenua on the design, management and governance of the facility, in accordance with Council's commitments under Te Tiriti o Waitangi.

Moved: Cr D Millton

Seconded: Cr R Roche

CARRIED UNANIMOUSLY

10.2 Making of Trade Waste Bylaw 2022

D Clibbery presented the report and advised that no submissions were received during the public consultation period between 1 June 2020 and 4 July 2022. One informal query had been responded to and this was outlined in the report. Enforcement of the Trade Waste Bylaw 2022 would be done by officers in conjunction with Food & Health. No additional resource requirements are envisaged.

RESOLUTION

THAT:

The proposed Kaikoura District Trade Waste Bylaw 2022 accompanying this report is confirmed by Council, the provisions of which are to come into effect in two stages: all provisions other than those specifically relating to the holding of Trade Waste Consents coming into effect on 8 August 2022, and the remaining provisions coming into effect on 1 July 2023.

Moved: Cr L Bond

Seconded: Cr V Gulleford

CARRIED UNANIMOUSLY

10.3 Road Naming – Subdivision at Inland Kaikōura Road

M Hoggard and M Dickson presented the report and noted that a workshop had been held with the Council to explore road name options that had been provided to the developer by Te Rūnanga o Kaikōura. Feedback on the suggestions went back to Te Rūnanga o Kaikōura. The report sets out the possible options for final Council approval.

Following discussion, the Councillors had split views on the options for the name of the road coming off Inland Road Kaikōura with Cr N Pablecheque, Cr D Millton, Deputy Mayor J Howden, Cr T Blunt and Cr L Bond in favour of the Elms Road. The input and views from Te Rūnanga o Kaikōura were acknowledged. It was noted that additional roads in the area will require names in the future.

It was also noted that development of a formal Road Naming policy should be considered in due course.

RESOLUTION

THAT the Council:

- (a) **Notes** this report including background to the potential names for the three new roads that will be created as a result of subdivision of 69 Inland Kaikōura Road.
- (b) Resolves to allocate the following road names:
 - i. **Ruararangi Lane** – Lane heading Eastward
 - ii. **Te Ao Wharepapa Drive** – lane heading Southward

Moved: Cr N Pablecheque

Seconded: Cr V Gulleford

CARRIED UNANIMOUSLY

RESOLUTION

THAT the Council:

- (c) Resolves to allocate the following road names:
 - iii. **Elms Road** – Road coming off Inland Kaikōura Road

Moved: Cr N Pablecheque

Seconded: Cr D Millton

Against: Cr V Gulleford, Cr R Roche

CARRIED

10.4 Temporary Accommodation Report

Cr R Roche had declared an interest and abstained from the discussion and vote.

S Haberstock and M Dickson presented the report. A discussion was held on the maintenance of the units and who was responsible for the maintenance. Te Whare Putea are responsible for the internal maintenance and KDC has been carrying out the structural maintenance. Council staff would check the terms of the Lease Agreement from an operational side.

Council staff noted that this was a temporary arrangement and would require more detailed consideration if the units were to be on a permanent basis.

RESOLUTION

THAT the Council:

1. *Receives this report*
2. *Approves either Option (a) Recommended; or (b) or (c) as follows:*
 - a) *(Option 1 (Recommended): That the seven accommodation units currently located on 34 Beach Road remain on the land with an extended lease to Te Whare Putea for use as temporary accommodation for 2 years.*

Moved: Cr T Blunt

Seconded: Cr N Pablecheque

Abstain: Cr R Roche

CARRIED

11. MATTERS FOR INFORMATION

11.1 Mayoral Verbal Update

Deputy Mayor J Howden provided an update on behalf of the Mayor. She advised that the LGNZ Conference attended by the Mayor, Deputy Mayor and Chief Executive was worthwhile. The theme at the LGNZ Conference was around the future and focused around the four wellbeings. The draft report for the Future for Local Government is due to come out in September for local authorities and LGNZ to take forward. The Council discussed that actions could be taken in terms of the Four Wellbeing's under the Local Government Act, such as making changes now for the future which can be implemented at a local level within the existing framework.

11.2 CEO Monthly Report

The Chief Executive advised that the Council was one of two projects in the South Island to get their proposal fast tracked under the Kāinga ora Infrastructure Acceleration Fund (IAF). A query was raised on where the project fits with the District Plan, Natural Hazards and flood protection. The Chief Executive advised that the Council hasn't yet given any permission for the housing developments: the developer will be required to obtain a resource consent for the Vicarage Views Subdivision and a private plan change will need to be submitted for Ocean Ridge.

RESOLUTION

THAT the Council receives this report.

Moved: Cr R Roche

Seconded: Cr V Gulleford

CARRIED UNANIMOUSLY

11.3 Pre-Election Report

RESOLUTION

- i. *That council notes the pre-election Report (PER) that has been prepared by the Chief Executive Officer and his team in accordance with the requirements of the Local Government Act sections 99A, and Clauses 36 and 37 of Schedule 10.*
- ii. *That Council notes the pre-election Report (PER) will be published by the statutory deadline of the 29th July 2022.*

Moved: Cr L Bond
Seconded: Cr D Millton

CARRIED UNANIMOUSLY

11.4 Community Services Update Report and Verbal Update from Sean Madden

S Haberstock acknowledged the MTFJ and Te Hā o Mātauranga whilst the DIA work on their contracts. Funding of \$250k had been verbally approved and the DIA are negotiating with each Council up to an amount of \$420k. The recent whānau health day at Takahanga Marae was very successful and will be held every two months.

RESOLUTION

THAT the Council receives this report.

Moved: Deputy Mayor J Howden
Seconded: Cr N Pablecheque

CARRIED UNANIMOUSLY

The meeting adjourned for 10.30 am and reconvened at 10.50 am.

11.4 Building and Regulatory Update Report

D Clibbery advised that the high building inspection fail rates were usually due to minor issues that required photo evidence that the fix was satisfactory.

The Council acknowledged the contribution of Jan McRobie as a Regulatory Enforcement Officer who is leaving KDC. The role is often a challenging one but she has been a great ambassador for KDC.

RESOLUTION

THAT the Council receives this report.

Moved: Cr N Pablecheque
Seconded: Cr L Bond

CARRIED UNANIMOUSLY

11.5 Planning Update Report

M Hoggard advised that he has a meeting around the District Plan review with Te Rūnanga o Kaikōura tomorrow. A discussion was held around the resource consent for 9 residential units on Torquay Street which do not comply with the District Plan.

RESOLUTION

THAT the Council receives this report.

Moved: Deputy Mayor J Howden
Seconded: Cr T Blunt

CARRIED UNANIMOUSLY

11.5 Te Korowai Quarterly Report (June 2022)

The Council acknowledged Ted and Ailsa Howard on their Queen’s Service Medal and thanked them for their contribution to conservation.

An action was raised for the Chief Executive to query with Te Korowai that the Council did not appoint a formal representative and that Cr L Bond was attending on behalf of Destination Kaikoura but wearing ‘two hats’ to feed back to the Council.

RESOLUTION

THAT the Council receives this report.

Moved: Deputy Mayor J Howden

Seconded: Cr R Roche

CARRIED UNANIMOUSLY

S Madden joined the meeting at 11.10 am to provide a verbal update to the Community Services Report. The Meeting moved back to 11.4 Community Services Report.

11.4 Community Services Update Report and Verbal Update from Sean Madden

S Madden provided a verbal update as Employment Co-ordinator from pages 136 to 144 of the Agenda. He highlighted the Rebel Business School, the monthly and overall employment outcomes and how they have supported those placed into employment in the last month. S Madden advised that some upcoming focuses being looked into are; a digital CV service with the MSD, looking at an employability programme at Te Rūnanga o Kaikōura, hosting MTFJ training of facilitators, supporting the Youth In Emergency Services programme, Council internships and setting up a trade academy.

The Council thanked S Madden for his comprehensive update.

12. CLOSED OF MEETING

There being no further business, the meeting was declared closed at 11.43 am.

CONFIRMED _____ Chairperson

_____ Date

**COUNCIL ACTIONS AS AT 29 JULY 2022
OPEN ACTION ITEMS**

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
1	Quarterly progress reporting due from The Kaikōura Cycle Club, The Mayfair, Te Korowai, Destination Kaikōura and Sports Tasman	-	31 Aug 22	Raised at LTP deliberations. Organisations have been informed of the dates.
2	Bike Link Crossing (Mill Road Railway)	D Clibbery	-	D Clibbery has followed up with Kiwirail. Still waiting on decision on application.
3	IWK Reporting	W Doughty	-	Six monthly reporting from IWK to include update on education in the community.
4	Write to LGNZ on Three Waters	W Doughty	-	
5	Te Korowai – Councillor Representative wording	W Doughty	-	

UNCONFIRMED MINUTES