

MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD ON WEDNESDAY 30 MARCH 2022, 9.00AM, VIA MS TEAMS

PRESENT: Mayor C Mackle (Chair), Deputy Mayor J Howden, Councillor N Pablecheque, Councillor L Bond, Councillor R Roche, Councillor V Gulleford

IN ATTENDANCE: W Doughty (Chief Executive), M Dickson (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), S Murphy (Works & Services Manager), Matt Hoggard (District Planning Manager), Gayle McMillan (Administrative Assistant), B Makin (Executive Officer).

1. KARAKIA

2. APOLOGIES

Apologies were received from Councillor T Blunt and Councillor D Millton

Moved: Deputy Mayor J Howden

Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

9.05 am – A Evans

A Evans spoke about the review of the current Signs Bylaw and would like to see it accommodate electronic signs to promote local businesses on State Highway 1.

9.15 am – R Hogan

R Hogan provided detailed comments about items 10.1 Signs Bylaw and 10.2 Structures & Works in Public Places Bylaw on the Agenda.

9.25 am – C Wilson

C Wilson spoke about the review of the current Signs Bylaw and her view on visual pollution with signage She would not like to see electronic signage in Kaikoura township.

5. FORMAL DEPUTATIONS

Nil.

6. WORKS AND SERVICES COMMITTEE MEETING

The meeting adjourned to the Works and Services Committee meeting at 9.30 am.

The meeting reconvened at 9.42 am.

7. MINUTES TO BE CONFIRMED

7.1 Council meeting minutes dated 23 February 2022

RESOLUTION

THAT Council:

- *Confirms as a true and correct record, the circulated minutes of a Council Meeting held on 23 February 2022.*

Moved: Councillor L Bond
Seconded: Deputy Mayor J Howden

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

Nil

10. MATTERS FOR DECISION

10.1 Signs Bylaw – Decision on Timeline & Plan

M Dickson provided an overview of the paper and the rationale for the proposed approach and associated timelines.

It was noted that the Bylaw currently is in place until 2023 as 2011 was considered to a review. The original Bylaw went through a full consultation process.

The difference between signs either being covered in the District Plan or a Bylaw was discussed. M Dickson explained that the District Plan would address issues of visuals, effects and amenity values whereas the Bylaw would cover public safety. The Bylaw approach is far more black and white and cannot take into account amenity values and effects on other parties.

External resources would be required to accelerate the timelines proposed given current resources and the electoral period. The review process will include legal advice.

RESOLUTION

That the Council:

- Receives this report*
- Notes and approves the timelines and approach for a review of the current Signs Bylaw*

Moved: Councillor N Pablecheque
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

10.2 Structures & Works in Public Places Bylaw Adoption

The Council proposed further changes to the Bylaw at the meeting on 23 February 2022. These have now been incorporated into the amended Bylaw, along with changes to address MainPower's concerns, and any conflict in the Signs Bylaw. The suggestion is also to remove references to amenity in the amended Bylaw.

A discussion was held around Clause 3.16 Airspace Lease and if the clause should be removed due to the cost involved with the potential need for valuations to determine appropriate costs. It was noted that businesses should pay an appropriate fee to occupy space on balconies, however this can be determined as part of the process.

An amendment to Clause 4.1 Architectural Features was requested to reduce the height of verandahs to 2.8 meters.

AMENDED RESOLUTION

That the proposed Kaikoura District Structures and Works and Items in Public Places Bylaw and the accompanying report be approved, with the following changes:

- *Omitting the words "or detract from the amenity or character of the neighbourhood" from Clause 11.1*
- *Adding the words "for the purpose of measuring the height it does not include any signs that might be attached under it" to the first sentence to Clause 3.4*
- *And correcting the spelling error on Clause 3.2.*

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

10.2 Local Government 2022 Triennial Elections

It was noted that Mayor Mackle can continue to fulfil his function in his Mayoral capacity with the Mayor's Taskforce for Jobs after 15 July.

RESOLUTION

That:

- a) This report be received*
- b) Council resolves that candidate names on the voting paper for the Kaikōura District Council be listed in random order, for the Local Government 2022 Triennial Elections and any subsequent By-Elections*
- c) That Council-funded newsletters to constituents and Mayoral or Members' columns in Council publications be suspended during a pre-election period beginning on 15 July 2022*
- d) Notes that the CEO has already advised staff regarding communications in a pre-election period (see Appendix 1)*
- e) Council notes that the final Mayor's column in the newsletter and in the Kaikōura Star would be listed in the June edition*
- f) Council notes that the CEO will complete and publish a pre-election report no later than the 29th June 2022.*
- g) Council notes the election timeline and key dates*
- h) This matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

Moved: Councillor L Bond

Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

11. MATTERS FOR INFORMATION

11.1 Mayoral Verbal Update

Mayor C Mackle updated that he has been involved heavily in Zoom meetings due to the nature of the current climate. The Mayor's Taskforce for Jobs received appreciation for the work undertaken.

The Mayor passed on appreciation for all the staff and all the hard work they are undertaking. He made comment that staff members are community members and as well and continue to deliver a great service whilst managing their own issues relating to the Omicron outbreak.

11.2 CEO Monthly Report

W Doughty acknowledged the Council staff for their ongoing adaptability to Covid-19, especially the library remaining open to service the community.

The Vaccine Pass requirement for the building will be lifted from 4 April 2022. The staff will remain in split teams going forward and this will be reviewed continually.

The annual report audit has been delayed until April 2022 due to staff shortages on the audit side.

Mayor Mackle and W Doughty are attending a meeting with Minister Mahuta on 4 April 2022 regarding their concerns over the proposed Three Waters structure.

The IANZ accreditation team are currently auditing the Building Control function.

RESOLUTION

That the Council receives this report.

Moved: Councillor R Roche

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

12. PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

Council Public Excluded Session

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

- a) Potential Sale of Council Land – Beach Road

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 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 excluding the public	Grounds of the Act under which this resolution is made
Report for decision on the potential sale of Council land on beach road – contains commercially sensitive information	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 deliberate in private on its decision or recommendation.	Section 7(2)(b) protect information where the making available of the information (i) would disclose a trade secret; or (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information Section 7(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section 7(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations

Moved: Mayor C Mackle

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

The meeting moved into Public Excluded at 10.51am.

13. REOPEN MEETING

The meeting moved out of Public Excluded at 11.02am.

14. CLOSE MEETING

There being no further business, the meeting was declared closed at 11.04am

CONFIRMED _____ Chairperson

_____ Date

COUNCIL ACTIONS AS AT 5 APRIL 2022
OPEN ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
1	3 Waters reform – engagement with Te Rūnanga o Kaikōura	W Doughty	Ongoing	Ongoing korero and information sharing.
2	Quarterly progress reporting due from The Kaikōura Cycle Club, The Mayfair, Te Korowai, Destination Kaikōura and Sports Tasman	-	25 May 22 27 Jul 22	Raised at LTP deliberations. Organisations have been informed of the dates.
3	Bike Link Crossing (Mill Road Railway)	D Clibbery	01 Sep 21	CEO reassigned following response from Kiwirail. Application form in progress.
4	Ask Te Korowai to formally request a Councillor to be on Te Korowai	W Doughty	30 Mar 22	Email sent to Gina 23/03/2022
5	Response to public forum speakers	W Doughty / B Makin	30 April 22	