

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD AT ON
WEDNESDAY 25 OCTOBER 2023 AT 9.00 AM, TOTARA, COUNCIL CHAMBERS,
96 WEST END, KAIKŌURA**

PRESENT: Mayor C Mackle (Chair), Deputy Mayor J Howden, Councillor R Roche, Councillor T Blunt, Councillor J Diver, Councillor L Bond, Councillor V Gulleford

IN ATTENDANCE: W Doughty (Chief Executive Officer) ~~P Kearney (Senior Manager Corporate Services)~~, *(amendment as per resolution 29 November 2023)*, B Makin (Executive Officer-Minutes)

1. KARAKIA

2. APOLOGIES

Apologies were received Councillor K Heays.

Moved: Mayor C Mackle

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST Nil

4. PUBLIC FORUM Nil

5. FORMAL DEPUTATIONS Nil

6. ADJOURN TO WORKS & SERVICES COMMITTEE MEETING

The meeting adjourned to the Works & Services Committee meeting at 9.01 am.

The meeting was reconvened at 9.30 am.

7. MINUTES TO BE CONFIRMED

7.1 Council meeting minutes dated 27 September 2023

AMENDED RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Council meeting held on 27 September 2023, subject to an amendment to item 11.5 Community Services Update Report where 'February 2023' be amended to 'February 2024'.*

Moved: Mayor C Mackle

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

8. REVIEW OF ACTION LIST

The Action List was reviewed and noted by the Council.

9. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS Nil

10. Report from the Chair of the Finance, Audit & Risk Committee

It was agreed for the Finance Council Officers to continue attending full Council meetings to answer questions for clarification, noting they are not required to go through the reports in detail as this would

duplicate the work of the Finance, Audit & Risk Committee. The Chairs report will include a resolution for Council to approve all reports from the Finance Audit and Risk Committee.

RESOLUTION

That the Committee have received the reports and recommends that the Council approves the reports.

Moved: Councillor J Diver
Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

11. MATTERS FOR DECISION

11.1 Council Resolution on Māori Wards

It was agreed for the Chief Executive's office to arrange a meeting with the Local MP to address the concerns around the legislation as part of the orientation once the government has been formed. **(ACTION)**.

RESOLUTION

THAT the Council:

- a) *Not establish a Māori Ward for the 2025 local elections*
 - a. *and*
- b) *Continues to review both non-legislative means to establish a Māori voice around the Council "table" and to continue exploring options for a Māori Ward in the future (likely to require further legislative change).*

Moved: Councillor J Diver
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

11.2 Feedback Actions from Speed Management Plan

Council Officers O Joensuu and J Prentice joined the table to answer any questions from elected members. It was clarified that the pricing of variable speeds signs is approximately \$7.5k each. A map of the current gazetted speed limits was tabled. The next steps were outlined on page 54 of the Agenda.

RESOLUTION

THAT:

- a) *The following changes are made to the draft Kaikōura District Speed Management Plan:*
 - i. *Lower the speed limit on Kiwa Road to 60km/hr; and*
 - ii. *Set the speed limit for the school zone outside Suburban school on Schoolhouse Road at 30km/hr during school hours and 60km/hr at other times.*
- b) *Council delegates authority to the Chief Executive to approve a final version of the Kaikōura District Speed Management Plan based upon the amended draft that will include some required additional administrative content. Any material change would require approval from Council.*
- c) *Council recommends to Waka Kotahi that there is lowering of speed limits on State Highway 1 through Kekerengu and around the Mangamaunu Surf break, including the Kiwa Road intersection.*

Moved: Councillor L Bond
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

11.3 Review of Freedom Camping Bylaw

An error was highlighted on the Statement of Proposal (page 83 of the Agenda) where the spelling of Mangamaunu was incorrect. This will be corrected along with the green area on the map on page 94 (18.2.3) before going out to the public for consultation. The Council would raise with the Local MP if there would be Central Government financial assistance with the new Bylaw **(ACTION)**.

RESOLUTION

- a) *The report is received, and*
- b) *Public consultation, in accordance with the Special Consultative Process of the Local Government Act 2002, be conducted in respect of a proposal (further described in the attached Statement of Proposal) that the existing Kaikōura Responsible Freedom Camping Bylaw 2019 be retained with only minor changes; and*
- c) *A firmer approach is in future taken to the enforcement of the current and future Kaikōura Freedom Camping Bylaws.*

Moved: Councillor T Blunt
Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

11.4 Canterbury Climate Partnership Plan

It was noted that any financial contribution to the joint Canterbury action plan would need to be considered as part of the LTP process.

RESOLUTION

THAT the Council endorse the Canterbury Climate Partnership Plan.

Moved: Councillor L Bond
Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

11.5 Re-appointment of District Licensing Committee Member

RESOLUTION

THAT the Council:

- a) *Receives this report*
- b) *Appoints Derrick Millton as a Community Member of the DLC for a fixed term of two years*
- c) *Adopts the changes to the Delegations Manual to reflect the appointment (Appendix 2)*

Moved: Councillor T Blunt
Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

It was agreed to include an item in the public excluded session to discuss an additional member. The public are excluded for privacy reasons.

The meeting adjourned at 10.20 am and reconvened at 10.44 am.

12. MATTERS FOR INFORMATION

12.1 Mayoral Verbal Update

The Mayor highlighted the Business Awards and the success of the Kaikōura community.

12.2 Elected Member Verbal Updates

Councillor V Gulleford and Councillor J Diver have completed the Making Good Decisions course.

Councillor V Gulleford

The Annual report for ARLA has been completed. The District Licensing Committee has processed 45 new manager's certificates and 36 renewals over the 12 month period.

Councillor R Roche

Highlighted the local newspaper story around his employer at RISE visiting Kaikōura.

Councillor L Bond

Noted that the OpShop are close to reaching their current fundraising target and are looking at projects to support afterwards. The OpShop received runners up at the Enterprise North Canterbury Business Awards.

Councillor J Diver

Advised that the Kaikōura Community Pool reopens on Sunday 5th November.

Deputy Mayor J Howden

The Kaikōura Information and Tourism Incorporated (KITI) is asking for local expressions of interest for complementary activities to the the I-Site with a view to operating some form of information services for Summer 2023/2024.

Councillor T Blunt

The Kaikōura Waterzone Committee (KWZC) is meeting on Friday and will consider supporting the Stormwater Hero's Campaign. The KWZC is ~~looking to fund~~ **are looking for funding for (amendment as per resolution 29 November 2023)** water tanks for property owners to store extra water from garden hoses for emergencies (to purchase at reduced varying prices). Councillor T Blunt clarified that the water would be filtered through the town supply and the intention is not to collect rainwater for drinking.

12.3 CEO Monthly Report

The Chief Executive has held conversations with Zoe Watson on EnviroSchools and is looking into how the initiative could be funded if there is enough interest.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor L Bond
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

12.4 Community Services Update Report

Sports Tasman have appointed a full-time Community Outcomes Advisor who will work out of the KDC office. The Mayor put forward an amended resolution, noting that Council Officers would table a decision paper to the November Council meeting on the committee structure for the Community Initiatives Fund.

AMENDED RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor T Blunt
Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

12.5 Planning Update Report

There have been positive submissions for the plan change, the Chief Executive would confirm to elected member the number of submissions received for the plan change and the rates review (**ACTION**).

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor T Blunt

Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

12.6 Building & Regulatory Update Report

RESOLUTION

THAT the Council receives this report for information.

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

The meeting moved to Item 12.8 Wakatu Quay Quarterly Report

12.8 Wakatu Quay Quarterly Report

The Project Lead is aiming to bring a report to the Council prior to Christmas on the KMDP governance structure as the project moves into construction.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor R Roche

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

12.7 Kaikōura Youth Council Update Report

Ally and Anna, representatives from the Kaikōura Youth Council, joined the table to speak to the report and answer any questions from elected members. They advised that Kara Smith and Izaak Cullen have been appointed Co-Chairs and Amber Hamilton has been appointed as Secretary. The Youth Council's Theory for Change was tabled, the representatives ran through the focus on activities and opportunities for year 7-11. The Council were pleased to see one of their key focusses was mental health.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor R Roche

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

12.9 Discretionary Grants Fund Progress/Completion Reports

The Mayor put forward an amended resolution advising that completion reports were also included in the Agenda to be received.

AMENDED RESOLUTION

THAT the Council receives the progress reports and completion reports for information

Moved: Councillor R Roche

Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

13. RESOLUTION TO MOVE INTO COUNCIL PUBLIC EXCLUDED SESSION

The Mayor noted that an additional item will be included in the public excluded session for an additional District Licensing Committee Member and the public are excluded for privacy reasons.

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

- a) Public excluded council meeting minutes dated 27 September 2023
- b) Proposed Extension of Roads Maintenance Contract
- c) Harbour Financial Matters – verbal update
- d) Report from the Chair of the Finance, Audit & Risk Committee Public Excluded Session
- e) Additional District Licensing Committee Member

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), 6 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
Public excluded council meeting minutes dated 27 September 2023	The minutes are being tabled for confirmation and include commercially sensitive information relating to the Waiau Toa/Clarence Valley access project and harbour financial matters	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is 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 (including commercial and industrial negotiations)
Proposed extension of roads maintenance contract.	The report contains options for the road maintenance contract.	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is subject of the information Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
Harbour Financial Matters – verbal update	Verbal update on subject previously brought to Council around ongoing negotiations which is commercially sensitive	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is 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 (including commercial and industrial negotiations)
Report from the Chair of the Finance, Audit & Risk Committee Public Excluded Session	The report contains information on the progress with the audit of the Annual Report for the 2023 Financial Year which contains information on natural persons. It also contains commercially sensitive information on insurance premiums and harbour financial matters.	Section 7(2)(a) protect the privacy of natural persons, including that of deceased natural persons Section (7)(2)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is 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 (including commercial and industrial negotiations)
Additional District Licensing Committee Member	To consider an additional member and discuss recommended candidate	Section 7(2)(a) protect the privacy of natural persons.


Moved: Deputy Mayor J Howden
Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

The meeting moved into the Public Excluded Session at 11.32 am.
The meeting moved out of the Public Excluded Session at 12.09 pm.

14. CLOSED OF MEETING

There being no further business, the meeting was declared closed at 12.09 pm.

CONFIRMED  Chairperson
29 November 2023 Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

**ACTIONS FROM COUNCIL MEETINGS
AS AT 22 NOVEMBER 2023**

	ACTION ITEMS	ASSIGNED TO	DUE	STATUS
1	<i>Carried Forward from previous Council:</i> Progress Reports: KORl, Kaikōura Cycling Club, Kaikōura Dark Sky Trust, Kaikōura Red Cross Branch		February 2024 April 2024 July 2024	Tabled to October Meeting. Council staff to work with organisations to check if completed.
2	<i>Quarterly Progress Reports from 1-Jul</i> Te Ha, Sports Tasman, Kaikōura Squash Club, Kaikōura Bowling Club, A&P Association, Museum, Dark Sky Trust, Youth Council, Kaikōura Red Cross Branch		February 2024 April 2024 July 2024	Tabled to October Meeting
3	Three hard copies of the rehoused District Plan were requested for elected members.	M Hoggard	-	Waiting for printed copies to arrive.
4	Investigate joint harbour role – KDC/ECAN	W Doughty	Ongoing	Kevin Heays appointed Harbour Safety Officer by ECan. Discussions to be held regarding a possible contract to KDC (noting the contract rule under LAMIA applies).
5	Signs Bylaw Review	D Clibbery	December 2023 lapses	Adoption of new Signs Bylaw is on the Agenda for November meeting.
6	Arrange meeting with Local MP Office once New Government established – discuss Māori Wards, Freedom Camping funding, Audit costs	W Doughty / B Makin	Arrange for early 2024	Letter sent to Stuart Smith.
7	Advice on changing differentials not included in public consultation documentation	P Kearney / S Poulsen	December	To discuss with Philip Jones in the workshop 29 November 2023.

COMPLETED ITEMS

	ACTION ITEMS	ASSIGNED TO	DUE	STATUS
	Signs Bylaw – format document	D Clibbery	Asap	Completed.
	Confirm submission numbers for plan change and rates review	W Doughty	-	Rates Review – 42 submissions Plan Change – 102 submission