

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD AT ON  
WEDNESDAY 28 JUNE 2023 AT 9.01 AM, TOTARA, COUNCIL CHAMBERS,  
96 WEST END, KAIKŌURA**

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

**IN ATTENDANCE:** W Doughty (Chief Executive), B Makin (Executive Officer)

**1. KARAKIA**

**2. APOLOGIES Nil**

**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 9.02 am.

The meeting reconvened at 9.32 am.

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**7. MINUTES TO BE CONFIRMED**

**7.1 Council meeting minutes dated 31 May 2023**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Council meeting held on 31 May 2023.*

Moved: Councillor V Gulleford

Seconded: Councillor R Roche

**CARRIED UNANIMOUSLY**

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**8. REVIEW OF ACTION LIST**

The Action List was reviewed and noted by the Council.

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

**10. MATTERS FOR DECISION**

**10.1 Adoption of the Annual Plan 2023/2024**

Council staff noted that the Annual Plan was delivering Year 3 of the Long-Term Plan. The overall rates increase is 4.99%. There were some non-material changes to the Annual Plan tabled to the meeting that do not affect the overall rates, these were for figures for; the IAF development at Ocean Ridge, Mayors Taskforce for Jobs funding, Wakatu Quay (re-forecasting of capital expenditure) and the Airport relating to the sealing of access for a new hanger. Elected members thanked all those involved with the annual plan especially the finance team.

**RESOLUTION**

*That the Council:*

- a) *This report be received*
- b) *The Annual Plan 2023/2024 be adopted*

Moved: Councillor T Blunt  
 Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY**

**10.2 Setting the rates for the Financial Year commencing 1 July 2023**

It was noted that any changes to the rates would impact the Annual Plan that has been adopted under item 10.1.

**RESOLUTION**

*That the Council:*

- a) ***Receives*** this report, and
- b) ***Sets the rates and charges as set out in Part 3 of this report*** under the Local Government Act 2002 and the Local Government (Rating) Act 2002, on rating units in the Kaikōura District for the financial year commencing on 1 July 2023 and ending on 30 June 2024, and

<b><i>General Rate: to fund the general operations of Council, including general management, community services, communications, strategy &amp; policy, economic development, environmental planning, the net costs of statutory planning, building control, dog control, forestry, community facilities, general parks and reserves, the airport, and a portion of public toilets and traffic control.</i></b>				
<b><i>The general rate may also fund the same activities as the UAGC, because the UAGC lever provides for costs to be transferred to the general rate where necessary to remain under the 30% cap on rates set on a uniform basis, as required by the Local Government (Rating) Act 2002 (the Rating Act).</i></b>				
<b>Category</b>	<b>Differential</b>	<b>Factor</b>	<b>Rate</b>	<b>Amount required (including GST)</b>
All rateable properties within the urban area, and all rateable properties classified as utilities	1:1	per dollar of rateable capital value	\$0.00129623	\$1,486,162
All rateable properties outside the urban area, except for properties classified as utilities	0.9:1	per dollar of rateable capital value	\$0.00116661	\$1,263,446
<b>Total</b>				<b>\$2,749,608</b>
<b><i>Uniform Annual General Charge: to fund the general operations of Council, including landfill and recycling operations, governance, library services, sports fields, playgrounds, cemetery, walkways, public halls, swimming pool, general environmental health and emergency management.</i></b>				
<b><i>The Council uses a UAGC lever to transfer costs to or from the general rate where necessary to remain under the 30% cap required by the Rating Act.</i></b>				

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	Fixed amount per separately used or inhabited part of a rating unit	\$663.93	\$2,032,284

### Targeted Rates

The earthquake levy, roading rate, district planning rate, and civic centre charge (as below), apply to all properties within the Kaikōura district. They are separate targeted rates for the purposes of transparency and accountability, rather than for the purpose of targeting certain categories of land.

***Earthquake Levy: to fund the net costs of earthquake response and rebuilding, including loan servicing costs relating to earthquake work (most notably roading) and, once those costs are covered, to build resilience reserves which can be used for current and future emergency event response and rebuilding.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	Fixed amount per separately used or inhabited part of a rating unit	\$40.00	\$122,440

***Roading Rate: to fund the net costs of upgrading and maintenance of the district bridges and roading network***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	per dollar of rateable capital value	\$0.00053026	\$1,182,246

***District Planning Rate: to fund the net costs of district planning, including development of the Kaikōura District Plan.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	per dollar of rateable capital value	\$0.00010418	\$232,265

***Civic Centre charge: to fund the net costs (after lease revenues) of the museum, library and Council office building.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	Fixed amount per separately	\$168.28	\$515,118

		used or inhabited part of a rating unit		
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Rates on the following pages are targeted rates for specific categories of land and apply to specific services.

***Kaikōura Water Annual Charge: to fund the costs of the supply, treatment, upgrading and maintenance of the Kaikōura water supply, including the Suburban water scheme, as well as to partially subsidise the net costs of the Ocean Ridge, East Coast, Fernleigh, Peketa and Oaro water supplies.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties connected to the Kaikōura water supply.	Full charge	Fixed amount per separately used or inhabited part of a rating unit	\$478.37	\$896,471
All rateable properties situated within 100 metres of any part of the Kaikōura water supply, but not connected to the supply.	Half charge	Fixed amount per separately used or inhabited part of a rating unit	\$239.19	\$26,550
<b>Total</b>				<b>\$923,021</b>

***Suburban Water Charge: to contribute to the cost of the supply, treatment, upgrading and maintenance of the Kaikōura water supply.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties situated within the Suburban water area and connected to the Kaikōura water supply. The Suburban water area is from the Waimangarara water intake and the Kaikōura flats area including properties on Postmans Road, McInnes Road, Brunells Road, Schrodgers Road, Mt Fyffe Road, Schoolhouse Road and Red Swamp Road north of Postmans Road. Properties in this area have a different type of connection to the Kaikōura water supply in that Suburban water connections are supplied in water units regulated by a restrictor.	None	Fixed amount per water unit (1,000 litres)	\$478.37	\$23,440

Note that, for the Kaikōura water supply and the Suburban water area, certain properties are “extraordinary consumers”, such as commercial and accommodation premises, properties with a swimming pool, or rural properties using water for irrigation, for example. These properties are metered, and water meter charges apply in addition to the applicable rates above.

***Ocean Ridge Water Annual Charge: to fund the costs of the supply, treatment, and maintenance of the Ocean Ridge water supply.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties connected to the Ocean Ridge water supply.	Full charge	Fixed amount per separately used or inhabited part of a rating unit	\$478.37	\$32,051
All rateable properties situated within 100 metres of any part of the Ocean Ridge water supply, but not connected to the supply.	Half charge	Fixed amount per separately used or inhabited part of a rating unit	\$239.19	\$19,852
<b>Total</b>				<b>\$51,903</b>

**East Coast Rural Water Charges to fund the supply, treatment, upgrading, and maintenance of the East Coast Rural Water supply.**

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties connected to the East Coast rural water supply and outside the Clarence Village area.	1:1	Fixed amount per water unit (1,800 litres)	\$690.00	\$88,320
All rateable properties situated within the Clarence Village area, being that area from the East Coast water intake near the Clarence River to where the main rail line runs adjacent to State Highway One and incorporating all properties to the South of Clarence Valley Road and State Highway One to the Clarence River or the main rail line as applicable.	0.69:1	Fixed amount per water unit (1,800 litres)	\$478.37	\$7,176
<b>Total</b>				<b>\$95,496</b>

*A differential applies as to whether a property is connected to the Clarence Village (treated) supply or not. The rural differential is 1:1 due to the large pipe network and booster pumps required to supply water over the rural area. The village differential is 0.69:1 because (for economic reasons<sup>1</sup>), these properties are part of the Kaikōura Water Cohort and are partially subsidised by the Kaikōura water supply.*

**Other Rural Water Charges to fund the supply, treatment, upgrading, and maintenance of the following water supply areas.**

<sup>1</sup> There are only 15 households within the Clarence Village area, with the water being primarily used for drinking, cooking and domestic purposes (as opposed to the rural area where the water is primarily used for stock and irrigation). The cost of treating water to ensure it meets drinking water standards would make the cost per unit inequitable – and likely unaffordable – for those households.

Rate and Category	Factor	Rate	Amount required (including GST)
<b><u>Kincaid Rural Water Charge:</u></b> all rateable properties connected to the Kincaid rural water supply.	per water unit (1,000 litres per day)	\$158.29	\$101,620
<b><u>Oaro Rural Water Charge:</u></b> all rateable properties connected to the Oaro rural water supply.	per separately used or inhabited part of a rating unit	\$478.37	\$34,443
<b><u>Peketa Rural Water Charge:</u></b> all rateable properties connected to the Peketa rural water supply.	per separately used or inhabited part of a rating unit	\$478.37	\$9,089
<b><u>Fernleigh Rural Water Charge:</u></b> all rateable properties connected to the Fernleigh rural water supply	per water unit (1,000 litres per day)	\$558.47	\$175,917

A “water unit” refers to a certain water connection, generally a rural water connection, that restricts the quantity of water supplied to a property, to the quantity of litres per day as specified.

<b><i>Stormwater Rate: to fund the costs of stormwater disposal, loan servicing, upgrading and maintenance of the Kaikōura Stormwater scheme.</i></b>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura urban area.	None	per dollar of rateable capital value	\$0.00005386	\$58,312

<b><i>Sewerage Charge: to fund the costs of sewage disposal, treatment, upgrading and maintenance of the Kaikōura sewerage (wastewater) system.</i></b>				
Category	Differential	Factor	Rate	Amount required (including GST)
<b><u>Sewerage Charge:</u></b> All rateable properties within the area serviced by the Kaikōura sewerage system.	Full charge	Fixed amount for the first water closet per separately used or inhabited part of a rating unit (plus a targeted rate for each additional water closet or urinal if applicable <sup>2</sup> , please refer to the following pages).	\$369.52	\$643,896
<b><u>Sewerage Additional Pan Charge:</u></b> All rateable properties within the area serviced by the Kaikōura	Half charge	One full charge for the first water closet or urinal applies, then a	\$184.76	\$4,619

<sup>2</sup> A rating unit used primarily as a residence for one household will not be treated as having more than one water closet or urinal.

sewerage system, not being either commercial or self-contained and serviced (see definition on the following page).		fixed amount for each water closet and urinal after the first, within each separately used or inhabited part of a rating unit where there are more than one water closet or urinal		
<b><i>Sewerage Charge (Continued): to fund the costs of sewage disposal, treatment, upgrading and maintenance of the Kaikōura sewerage (wastewater) system.</i></b>				
<b>Category</b>	<b>Differential</b>	<b>Factor</b>	<b>Rate</b>	<b>Amount required (including GST)</b>
<u>Sewerage Half Charge (Available):</u> All rateable properties situated within 100 metres of any part of the Kaikōura sewerage system, but not connected to the system	Half charge	Fixed amount per separately used or inhabited part of a rating unit	\$184.76	\$40,832
<u>Sewerage Charge - Self-contained &amp; Serviced:</u> All rateable properties within the area serviced by the Kaikōura sewerage system, and used principally for short term accommodation, but limited to those properties with motel-type units, including motels, motor lodges, motor inns, motel apartments, serviced apartments and serviced holiday cottages, each of which contain a private or ensuite bathroom, with bedding, linen and cooking facilities provided, and which are serviced daily	None	One full charge for the first water closet or urinal applies, then a fixed amount for each water closet and urinal after the first within each separately used or inhabited part of a rating unit where there are more than one water closet or urinal.	\$140.00	\$51,380
<u>Sewerage Charge - Commercial:</u> All rateable properties within the Kaikōura urban area used principally for commercial and/or industrial purposes; or used as a licensed premise under the Sale of Liquor Act 1989; or used for providing short term accommodation for commercial reward, but not including rateable properties defined as Self Contained and Serviced	None	One full charge for the first water closet or urinal applies, then a fixed amount for each water closet and urinal after the first within each separately used or inhabited part of a rating unit where there are more than one water closet or urinal	\$240.00	\$65,520
<b>Total</b>				<b>\$162,351</b>

The Kerbside Recycling Charge pertains to whether a property has access to the kerbside recycling collection service. More properties may be charged the kerbside recycling charge if the service is extended over a wider area, or to more properties within the serviced area.

<b><i>Kerbside Recycling Charge: to fund the costs of the weekly kerbside recycling collection service.</i></b>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura urban area, except for properties in the West End and properties defined as Commercial property.	None	Fixed amount per separately used or inhabited part of a rating unit	\$185.03	\$308,636

### Commercial Rates and Charges

Commercial businesses use, and contribute to the need for, certain services that a residential household or rural property does not. The commercial rate and accommodation sector charge ensure that these types of property contribute to the costs of activities and services that they benefit from.

<b><i>Commercial Rate: to fund the net costs of tourism and economic development, the annual grant paid to the visitor centre, and a portion of traffic control, harbour facilities and public toilets.</i></b>		
Category	Rate	Amount required (including GST)
All rateable properties in the District; <ul style="list-style-type: none"> <li>Used principally or exclusively for commercial and/or industrial purposes, (not being farmland as defined by Land Information NZ); or</li> <li>Used principally for visitor accommodation for commercial reward for <b><i>not less than five persons</i></b>, and for the avoidance of doubt, including any motel, hotel, motor lodge, bed and breakfast, hostel, or camping ground; or</li> <li>Used as licensed premises under the Sale of Liquor Act 1989.</li> </ul>	\$0.00239489 per dollar of rateable capital value	\$481,445
<b><i>Accommodation Sector Charge: to fund the net costs of tourism and economic development, the annual grant paid to the visitor centre, and a portion of traffic control, harbour facilities and public toilets.</i></b>		
Category	Rate	Amount required (including GST)
All rateable properties providing accommodation for commercial reward, but not meeting the criteria of a commercial property, and for the avoidance of doubt, including any property providing short-term accommodation such as small bed & breakfasts, baches rented out as holiday homes, and other visitor accommodation such as Air B&B-style, but not including long-term rental accommodation.	\$400.00 per separately used or inhabited part of a rating unit	\$78,000



***Public Rubbish Bin Charge: to fund the costs of providing a public rubbish bin collection service at various locations around the District.***

Category	Rate	Amount required (including GST)
All rateable properties in the District; <ul style="list-style-type: none"> <li>Used principally or exclusively for commercial and/or industrial purposes, (not being farmland as defined by Land Information NZ); or</li> <li>Used principally for visitor accommodation for commercial reward for <b>not less than five persons</b>, and for the avoidance of doubt, including any motel, hotel, motor lodge, bed and breakfast, hostel, camping ground or “boarding house”; or</li> <li>Used as licensed premises under the Sale of Liquor Act 1989.</li> </ul>	\$162.46 per separately used or inhabited part of a rating unit	\$38,017

***Registered Premises Charge: to fund the net costs of liquor licensing, food and health safety inspections, and environmental health.***

Category	Rate	Amount required (including GST)
All rateable properties undertaking a licensed activity, such as premises where alcohol is sold or consumed, food premises, camping grounds, funeral directors or hairdressers.	\$347.43 per license (liquor licence or food premises licence)	\$41,170

**Rating area differentials**

The Schedule of Rates and Charges refers to properties within defined areas (urban, semi-rural and rural rating areas). Please refer to the definitions and map of rating areas in Part 3.1 of this report.

These rating areas apply differentials to acknowledge that it is the properties within the urban area that benefit most from urban-type services, properties on the outskirts of the township benefit to a lesser extent, and properties further away from the town benefit least of all. Utilities services are not subject to these rates because they cover a wide area and so it is impossible to determine which rating area they are situated in.

***Harbour Rate: to fund 50% of the net costs of operating the harbour facilities, including South Bay and the North and Old Wharves, including loan servicing costs.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the urban area.	1:1	per dollar of rateable capital value	\$0.00004473	\$51,285
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00002237	\$12,654
All rateable properties within the rural area.	0.25:1	per dollar of rateable capital value	\$0.00001118	\$5,784
<b>Total</b>				<b>\$69,723</b>

***Town Centre Rate: to fund the net costs of town centre maintenance, including cleaning and servicing the West End toilets, and the loan servicing costs of the West End upgrading loans.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the urban area.	1:1	per dollar of rateable capital value	\$0.00008497	\$97,421
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00004249	\$24,038
All rateable properties within the rural area.	0.25:1	per dollar of rateable capital value	\$0.00002124	\$10,987
<b>Total</b>				<b>\$132,446</b>

***Footpath & Streetlight Rate: to fund the net costs of maintaining, upgrading and operating footpaths and streetlights, including electricity and loan servicing costs.***

Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the urban area.	1:1	per dollar of rateable capital value	\$0.00023897	\$273,991
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00011949	\$67,604
All rateable properties within the rural area.	0.2:1	per dollar of rateable capital value	\$0.00004779	\$24,721
<b>Total</b>				<b>\$366,316</b>

### Water Meter Charges

Extraordinary consumers, such as commercial properties and homes with swimming pools, and properties with more than one connection, have water meters attached to their property to measure water use. These water meters are read twice each year (in January and June), and the consumers are charged for the water they use. Charges are in addition to the water rates on the previous pages.

For water usage which exceeds 365m<sup>3</sup> per annum, a charge of \$1.00 including GST per cubic meter applies. All properties with a meter will incur a twice-annual meter maintenance charge of \$25.00 (\$50.00 per year) to cover the costs of the meter as well as administration expenses.

- c) **Approves** the due dates for the payment of rates as:
  - 20 September 2023, for instalment 1 from 1 July 2023 to 30 September 2023, and
  - 20 December 2023, for instalment 2 from 1 October 2023 to 31 December 2023, and
  - 20 March 2024, for instalment 3 from 1 January 2024 to 31 March 2024, and
  - 20 June 2024, for instalment 4 from 1 April 2024 to 30 June 2024, and
- d) **Approves** the due dates for the payment of volumetric water meter charges as:
  - 20 August 2023, for water meter invoices covering the period January to June 2023, and
  - 20 February 2024, for water meter invoices covering the period July to December 2023, and
- e) **Approves** that a 10% penalty will be added to any portion of the rates instalment remaining unpaid after the relevant due date for payment. However, a penalty on the first instalment will be waived if

*the total years rates are paid on or before 20 December (the due date for payment of instalment 2). An additional 10% penalty will be added to all previous year's rates unpaid as at 20 July and 20 January (up to 20% per annum in total). Penalties are applied no earlier than the next working day after the due date for payment, and as soon as practicable. Penalties do not apply to volumetric water meter charges.*

Moved: Councillor L Bond  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

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### **10.3 Schedule of Fees and Charges for the Financial Year commencing 1 July 2023**

It was noted that the fees and charges forms part of the overall funding strategy. An assessment was undertaken to determine the increase for the Annual Plan and a fair split between users. The Rating Review looks at the funding strategy/how things are funded and will include a thorough review of all fees and charges.

#### **RESOLUTION**

*That the Council:*

- a) Receives this report, and*
- b) Adopts the Schedule of Fees and Charges as set out in Attachment A of this report to take effect on 1 July 2023.*

Moved: Councillor T Blunt  
Seconded: Councillor L Bond

**CARRIED UNANIMOUSLY**

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### **10.4 Killarney St. Parking, Sudima Bus Stop & Ludstone Footpath and parking rearrangement**

The proposed changes to Ludstone Road, such as the angled parking and raised crossing by the school, should negate the dangerous parking and make it safer for children to cross. The High School is supportive of the proposed changes. The team have also engaged with Te Ha o Matauranga and the Bowls club with regard to the revised proposal. The mayor raised a query around the location of the proposed raised crossing and ensuring there was sufficient distance back from Churchill street for turning trucks. The roading team will confirm. **(ACTION)**

~~A query was raised if the resource consent conditions for the Sudima Bus Stop have been met and if the consent was for a drop off only, or a parking space for buses. There was a concern raised that the Sudima had not fully complied with the resource consent conditions (amended as per resolution 26 July 2023). It was agreed to adjourn the item to later in the meeting to allow Council staff to seek clarification (noting the Council are in a position to award a contract for works and preference would be to not delay they decision if possible).~~

The meeting adjourned for break at 10.00 am and reconvened at 10.17 am.  
Councillor J Diver re-joined the meeting at 10.18 am.

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## **11. MATTERS FOR INFORMATION**

### **11.1 Mayoral Verbal Update**

Mayor C Mackle and Will Doughty met with the Australian Delegation of Transport Ministers on 6<sup>th</sup> June, organised through the DIA. Mayor C Mackle read out the letter sent by the DIA as a thank you for the meeting. He noted that the Australian Delegation appreciated the opportunity to speak regarding the

damage to infrastructure after the earthquake. They were impressed and moved by the resilience of the community.

Other highlights of the month were noted: A citizenship ceremony was held on 9<sup>th</sup> June for three people in the community; The Mayor visited the cadets and apprentices through the MTFJ that were building the accommodation kitset units; The Spatial Plan Hui held on 22 June with Iwi representatives from Mangamaunu Marae and Takahanga Marae went well; 38 of the 40 youth completed the CACTUS programme. The Mayor acknowledged the community involvement, sponsorship and businesses that were involved in the CACTUS programme.

#### **RESOLUTION**

*That the Council receive the Mayor's verbal update.*

Moved: Councillor T Blunt  
Seconded: Councillor R Roche

**CARRIED UNANIMOUSLY**

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The meeting moved back to Item 10.4 Killarney St. Parking, Sudima Bus Stop & Ludstone Footpath and parking rearrangement

#### **10.4 Killarney St. Parking, Sudima Bus Stop & Ludstone Footpath and parking rearrangement**

Council staff clarified that the Sudima Bus Stop is a loading and unloading zone for passengers. Buses will not be parked there all night and the parking prohibited sign will apply to all vehicles. There is an overflow carpark on Brighton Street for the Sudima. The drawing from the resource consent was passed around the Council table.

The Council were comfortable with the explanation. Council staff suggested an amendment to the recommendation '*noting the Sudima Bus Stop on Yarmouth Street is already approved by a resource consent*'.

#### **RESOLUTION**

*That the Council:*

- a) *Receives the report*
- b) *Indicates its approval for the proposed line marking works outlined in section 4 of this report.*

Moved: Councillor L Bond  
Seconded: Councillor R Roche

**MOTION LOST**

An amended recommendation was put forward which included the Council staff's suggestion.

#### **AMENDED RESOLUTION**

*That the Council:*

- c) *Receives the report*
- d) *Indicates its approval for the proposed line marking works outlined in section 4 of this report, noting the Sudima Bus Stop on Yarmouth Street is already approved by a resource consent.*

Moved: Councillor R Roche  
Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

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#### **11.2 Elected Member Verbal Updates**

### Councillor V Gulleford

A small number of District Licensing decisions have been received this month. One outcome of a recent decision from the Supreme Court likely to be included in an update to the Act is the need for greater public involvement in hearings processes. They suggested proactive steps with consultation processes such as letter drops and providing the applications/guidelines to those that might be affected. This will be followed up in The Sale and Supply of Alcohol (Community Participation) Amendment Bill, which aims to improve communities' ability to influence alcohol regulation in their area. This comes into effect April 2024.

### Councillor R Roche

Councillor R Roche will be meeting with S Haberstock, as Chair of the Community Services Committee to discuss the future of the committee. He has been encouraging the use of the CSR (Customer Service Request) system in the community.

### Councillor L Bond

Noted that the Creative Communities hui will be rescheduled. The OpShop has recently supported a playground at the Barnardos Early Learning Centre Kaikōura and attended the opening. The OpShop are helping to fundraise for the multi-use facility at Takahanga Domain and are committed to ensuring the aquatic centre (and other supported projects) are maintained. The Mayor thanked Councillor L Bond on behalf of the Community Trust for her input.

### Deputy Mayor J Howden

The next Finance Audit & Risk Committee meeting is in August for the quarter ended 30 June 2023.

Destination Kaikōura are meeting on Friday to make a decision on the i-Site and a report will follow to the Council in July/August.

Deputy Mayor J Howden met with a Lawyer on behalf of the Older Persons Working Group on options for an entity figure, such as establishing a Trust.

### Councillor K Heays

The Footpath Working Group have met once during the month, and the Signs Bylaw Review Working Group have met twice. The meetings have been going well with good input from those who attend.

Councillor K Heays advised that he meets with Dave Clibbery, Senior Manager Operation each month before the Council meeting. To streamline the Works & Services Committee meeting, he asked for Elected Members to send him any queries for him to include in his discussions with Dave Clibbery.

The Mayoral Forum Environmental Champion meeting is scheduled for next month and Councillor K Heays will contact the Chief Executive to discuss what the focus should be.

### Councillor T Blunt

A valuation of the Marlborough Regional Forestry has recently been undertaken. In 2017 the land was valued at \$13million, and now including the recent purchase of the Sunhill block (for \$1.4million) the land is now worth \$20million. Noting this is the land only and the trees are currently being valued. Councillor T Blunt has requested that all emails are copied to Sheryl Poulsen, Finance Manager. He commented that good financial information is received that should go to the Council.

## **RESOLUTION**

*THAT the Council receives the Elected Member's verbal updates.*

Moved: Councillor R Roche

Seconded: Councillor L Bond

**CARRIED UNANIMOUSLY**

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### **11.3 CEO Monthly Report**

It was noted that Debbie Crawford, Communications Officer has resigned, and her last day is 21 July.

The Chief Executive is working with the Nature Photography Society and ECAN to install a memorial for the boating tragedy. Support has been received from Te Rūnanga o Kaikōura and DOC. KDC were congratulated for the recruitment of a cadet through the MTFJ and Clive Matthews' growth in achieving his building competency.

#### **RESOLUTION**

*THAT the Council receives this report for information.*

Moved: Councillor V Gulleford  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

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#### **11.4 Community Services Update Report**

S Haberstock noted that this is Sean Madden's last week as the Employment Coordinator and wishes him well.

The results from the Older Persons Working Group survey were included on page 136 of the Agenda, noting the results include the public's suggestions on possible locations. S Haberstock acknowledged Deputy Mayor J Howden for the involvement with the working group and pursuing legal advice.

#### **RESOLUTION**

*THAT the Council receives this report for information.*

Moved: Councillor T Blunt  
Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY**

The meeting moved to 11.6 Planning Update Report.

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#### **11.6 Planning Update Report**

It was noted that an action following the Spatial Plan Hui at Takahanga Marae was to include data overlay for cultural significant areas. This will be a big piece of work. The Planning Team are working through the legislative changes for the Spatial Planning Act and the Natural & Built Environment Act.

The timelines for the Signs Bylaw are on track for December and it was noted that any breaches are dealt with under the Bylaw as it currently stands.

#### **RESOLUTION**

*THAT the Council receives this report for information.*

Moved: Deputy Mayor J Howden  
Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY**

The meeting moved back to 11.5 Building and Regulatory Update Report.

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#### **11.5 Building and Regulatory Update Report**

It was noted that the changes to the Freedom Camping Act have been released by MBIE, print outs of the changes were handed out. Direction from the Government is to continue educating campers and the Ambassadors are handing out details of the changes to campers. Wakatu Quay will be included on the CamperMate app as a prohibited site, and this would show how many visits the quay gets during the day.

A query was raised on how many new dwelling consent applications had been received. Council staff would clarify this (**ACTION**).

#### **RESOLUTION**

*THAT the Council receives this report for information.*

Moved: Councillor T Blunt  
Seconded: Councillor R Roche

**CARRIED UNANIMOUSLY**

**12. RESOLUTION TO MOVE INTO COUNCIL PUBLIC EXCLUDED SESSION**

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 31 May 2023
- b) Harbour Financial Issues – verbal 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), 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 31 May 2023	The minutes are being tabled for confirmation and include commercially sensitive information on the harbour financial issues and IWK three waters 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)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section (7)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
Harbour Financial Issues – 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)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section (7)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Moved: Councillor V Gulleford  
Seconded: Councillor L Bond

**CARRIED UNANIMOUSLY**

The meeting moved into the Public Excluded Session at 11.14 am.  
The meeting moved out of the Public Excluded Session at 11.33 am.

**13. CLOSED OF MEETING**

There being no further business, the meeting was declared closed at 11.33am.

Moved: Councillor L Bond  
Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

CONFIRMED  Chairperson  
26 July 2023 Date

*THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY*



**ACTIONS FROM COUNCIL MEETINGS  
AS AT 20 JULY 2023**

	<b>ACTION ITEMS</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
1	<b><i>Carried Forward from previous Council:</i></b> Progress Reports: KORl, Kaikōura Cycling Club, Kaikōura Dark Sky Trust, Mayfair, Kaikōura Red Cross Branch		July 2023	
2	<b><i>Quarterly Progress Reports from 1-Jul</i></b> Mayfair, Lions Club, Takahanga Bowling Club, Te Ha, Miniature Rifle Club, Sports Tasman, Kaikōura Squash Club, A&P Association, Museum, Dark Sky Trust, Youth Council, Kaikōura Red Cross Branch		October 2023 February 2024 April 2024 July 2024	
3	Three hard copies of the rehoused District Plan were requested for elected members.	B Makin / M Hoggard	-	On hold – waiting on outcome of appeal, then will provide printed copies as requested.
4	Investigate joint harbour role – KDC/ECAN	W Doughty	Ongoing	
5	Signs Bylaw Review	D Clibbery	December 2023 lapses	In progress
6	The roading team to confirm that the location of the proposed raised crossing on Ludstone Rd ensures there is sufficient distance back from Churchill street for turning trucks	O Joensuu	July meeting	Emailed designers and waiting on response.

**CLOSED ITEMS**

	<b>ACTION ITEMS</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
	New dwelling consent applications	J York	July 2023	Confirmed 18 new dwelling consent applications over the last 3 months