

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD AT ON
WEDNESDAY 26 AUGUST 2026 AT 9.00 AM, TOTARA, COUNCIL CHAMBERS,
96 WEST END, KAIKŌURA**

PRESENT: Mayor C Mackle (Chair), Deputy Mayor V Gulleford, Councillor C Smith,
Councillor T Blunt, Councillor J Diver, Councillor M Redwood, Councillor K Heays

IN ATTENDANCE: W Doughty, (Chief Executive Officer), P Kearney (Senior Manager Corporate Services),
B Makin (Executive Officer-Minutes)

1. KARAKIA

2. APOLOGIES

Apologies were received from Councillor J McInnes.

Moved: Deputy Mayor V Gulleford
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Deputy Mayor V Gulleford declared an interest in Item 9.5, Plan Change 6: Ocean Ridge Development Area.
Councillor M Redwood declared an interest in Item 12.13, Innovative Waste Kaikōura Limited (IWK) Quarterly Report.

4. PUBLIC FORUM Nil

5. FORMAL DEPUTATIONS Nil

6. MINUTES TO BE CONFIRMED

6.1 Council meeting minutes dated 29 July 2026

RESOLUTION

THAT the Council confirms as a true and correct record, the circulated minutes of the council meeting held on 29 July 2026.

Moved: Councillor T Blunt
Seconded: Deputy Mayor V Gulleford

CARRIED UNANIMOUSLY

6.2 Extraordinary Council meeting minutes dated 5 August 2026

RESOLUTION

THAT the Council confirms as a true and correct record, the circulated minutes of the extraordinary council meeting held on 5 August 2026.

Moved: Councillor M Redwood
Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

7. REVIEW OF ACTION LIST

The action list was reviewed and noted.

An update was provided regarding the road safety concerns on State Highway 1 north of Schoolhouse Road. NZTA had initially intended to undertake the required works in early August; however, following further assessment it was determined that additional work was required and a survey needed to be completed before works could proceed. NZTA has now confirmed the works are expected to commence within the next couple of weeks.

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

9. MATTERS OF DECISION

9.1 Audit Exemption from LGA 2002 for KHWS

Council officers advised that the exemption would remove the requirement for KHWS to be included within the audit for the period ending 30 June 2026. It was noted that KHWS would still be independently audited.

RESOLUTION

THAT the Council:

a) Exempts Kaikōura Hurunui Water Services Limited pursuant to section 7 of the Local Government Act 2002.

Moved: Deputy Mayor V Gulleford

Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

9.2 Economic Development Strategy for Consultation

Council officers advised that community feedback had helped shape the strategy and supporting action plan. It was noted that the action plan focuses on foundational actions and early implementation opportunities. Council officers provided clarification on the use of the term "regenerative" and advised that the proposed implementation phase would include establishing a governance group to develop detailed actions, consider Long Term Plan alignment and support community and business involvement.

Council agreed that the reference under Constraints and Risks relating to families leaving for better schooling opportunities should be amended to refer to "targeted schooling opportunities".

Council officers advised that some recruitment challenges were influenced by schooling constraints and that the strategy focused on areas where Council could have the greatest influence.

It was suggested that the Mayor's Taskforce for Jobs could potentially be incorporated into the action plan depending on future Government priorities.

It was clarified that the governance group would determine accountability measures and data sources for the monitoring dashboard. Furthermore, the project remains within Year 4 of the Long Term Plan, with implementation and monitoring yet to be determined, for example it could be led by either the governance group or operations depending on resourcing.

RESOLUTION

THAT the Council:

a) Receive the report.

b) Approve the Statement of Proposal, Draft Economic Development Strategy, Draft Five-Year Action Plan (2026-2031), Draft Implementation and Implications Statement, and Public Notice for public consultation using a Special Consultative Procedure under section 83 of the Local Government Act 2002.

c) Note that the Draft Five-Year Action Plan (2026-2031) and Draft Implementation and Implications

Statement were developed in response to feedback received during the March-April 2026 engagement process and form part of the consultation material.

- d) Note that approval for consultation does not constitute approval of funding, project delivery, governance arrangements, or implementation of any initiatives identified within the consultation documents.*
- e) Note that any future projects, programmes, funding commitments, or statutory processes arising from the Economic Development Strategy will be subject to separate Council consideration and decision-making processes.*

Moved: Councillor C Smith
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

9.3 Local Alcohol Policy for Consultation

Council officers advised that a hospitality industry engagement session would be held at Donegal House on 1 September 2026.

Council officers outlined the proposed 100 metre separation requirement for new licensed premises from identified sensitive sites and noted that the Commercial Zone was excluded from the provision. Events with more than 400 attendees would require an Alcohol Management Plan and crowd control, reflecting feedback received from New Zealand Police. It was noted that an Alcohol Management Plan would include matters such as security, crowd control, traffic management and food provision.

It was suggested that a two-drink purchase limit could be included as a discretionary condition within an Alcohol Management Plan to assist the District Licensing Committee when considering applications. In response to a query, it was clarified that including special conditions within the Local Alcohol Policy assists with decision making.

Council officers provided further information on how the Local Alcohol Policy operates in practice and advised that any changes to the policy must be evidence based. There was consensus that the wording of Policy 2.4 relating to crowd control for special licences provided sufficient flexibility.

RESOLUTION

It is recommended that the Council:

- a) receive this report*
- b) approve the release of the attached Statement of Proposal for consultation under the Special Consultative Procedure. (Attachment A)*
- c) approve the release of the attached draft Local Alcohol Policy for consultation. (Attachment B)*
- d) approve the release of the attached Public Notice. (Attachment C)*
- e) delegate authority to the Chief Executive to approve minor editorial amendments and any changes directed by Council prior to the commencement of consultation.*

Moved: Deputy Mayor V Gulleford
Seconded: Councillor C Smith

CARRIED UNANIMOUSLY

9.4 Regional Spatial Plans

The Chief Executive provided an update on discussions through the Canterbury Mayoral Forum and Chief Executives Forum regarding the proposed Regional Spatial Plan. It was noted that the legislation is expected to be enacted before Parliament rises and that the timing does not align well with other reform programmes.

It was noted that Kaikōura's position differs from other Canterbury councils due to the Head Start proposal and that any financial contribution would be deferred until the outcome of the proposal is known. Council officers advised that aspects of Kaikōura's existing Spatial Plan could potentially be incorporated into the wider Regional Spatial Plan.

An amendment was proposed to nominate representatives to the Regional Spatial Plan Committee. It was noted that recommendations d) and e) required Council to appoint both a representative and an alternate representative.

AMENDED RESOLUTION

THAT the Council subject to the enactment of the Planning Act and subject to the outcome of the Head Start proposal:

- a) Approves in principle the establishment of the Waitaha Canterbury Regional Spatial Plan Committee (as a joint committee under the Local Government Act)*
- b) Approves the draft terms of reference for the Waitaha Canterbury Regional Spatial Plan Committee*
- c) Notes: that the Waitaha Canterbury Regional Spatial Plan Committee might reasonably seek amendments to the Terms of Reference as the establishment phase progresses.*
- d) Appoints Councillor J Diver as Kaikōura council's representative on the Waitaha Canterbury Regional Spatial Plan Committee.*
- e) Appoints Deputy Mayor V Gulleford as Kaikōura council's alternative representative on the Waitaha Canterbury Regional Spatial Plan Committee*
- f) Agrees to withhold its share of funding (\$18,137.50) for the \$725,000 requested for 2026/2027 financial year until the outcome of our joint Head Start proposal with Marlborough District Council is known from central government at the end of October 2026, noting that should no decision be made by government by that time Kaikōura District Council will progress with the financial contribution in full.*
- g) Notes: that appropriate in-kind resource support from Kaikōura District Council will continue in the interim.*
- h) Notes: that should Kaikōura District Council continue to be part of the Canterbury regional spatial plan process, a funding share split of 2.5% is expected for the overall development and delivery of the Waitaha Canterbury Regional Spatial Plan.*
- i) Notes: the funding arrangements for the development of the Regional Spatial Plan, including additional costs beyond the establishment phase in FY 2026 2027, will be considered and agreed as part of the establishment phase.*
- j) Notes: that resourcing and budgets will be refined through the establishment phase of the Programme with future reports for updated funding requirements provided to council as required.*
- k) Delegates authority to the Waitaha Canterbury Regional Spatial Plan Committee to appoint an independent chair at its first meeting.*
- l) Notes: the next decision for the council, with respect to the Waitaha Canterbury Regional Spatial Plan, is the approval of the Process Agreement to enable preparation of the regional spatial plan to formally commence.*
- m) Notes: the Christchurch City Council has confirmed through the Mayoral Forum to host the Independent Waitaha Canterbury Regional Spatial Plan Programme Director, the associated programme management office and the secretariat.*

Moved: Councillor M Redwood
Seconded: Councillor C Smith

CARRIED UNANIMOUSLY

9.5 Plan Change 6 Decision

Gary Rae attended the meeting remotely to answer questions regarding the Hearing Panel recommendation. Council officers outlined the Plan Change 6 process and advised that no submitters remained opposed to the proposal at the conclusion of the hearing process. It was noted that the two key issues considered by the Hearing Panel were the proposed building height increase and flood risk matters raised by Environment Canterbury.

Council officers clarified that the proposed provisions were specific to the Ocean Ridge Development Area and would not set a precedent for other developments. It was noted that any future proposals would need to be considered under the relevant zoning rules and planning processes.

Council officers advised that the Hearing Panel considered contrasting evidence through a robust process, including additional information following the July flood event.

It was noted that, if approved, the plan change would be incorporated into the District Plan, subject to any appeal rights.

The Hearing Panel and Council officers were thanked for their work on the plan change process.

RESOLUTION

It is recommended that the Council:

- a) Receives the report titled Proposed Private Plan Change 6: Ocean Ridge Development Area – Recommendation Report of the Independent Hearing Panel to the Kaikōura District Council.*
- b) Notes that Private Plan Change 6 was requested by Cargill Station Limited and applies to the existing Ocean Ridge Development Area.*
- c) Notes that the section 42A report recommended that Private Plan Change 6 be approved, subject to amendments to the proposed provisions.*
- d) Notes that submissions on Private Plan Change 6 were generally supportive, with no original submitters remaining in opposition following withdrawals and changes in submitter positions.*
- e) Notes the Hearing Panel recommendation report dated 18 August 2026, as attached*
- f) Having considered the Hearing Panel recommendation report, adopts the recommendations of the Hearing Panel on Private Plan Change 6 as Council's decision on the plan change and on the matters raised in submissions, in accordance with Clause 10 of Schedule 1 of the Resource Management Act 1991.*
- g) Approves Plan Change 6 in the form set out in Appendix 1 to the Hearing Panel recommendation report, including the further advice note to the new Native Restoration Planting Management Plan relating to Wildlife Act 1953 obligations for lizard populations.*
- h) Authorises the Chief Executive to publicly notify Council's decision on Private Plan Change 6 in accordance with Schedule 1 of the Resource Management Act 1991 and that provided no appeals are received, that Council affix the seal of Kaikoura District Council at which time the Plan Change becomes operative as per Schedule 1 requirements.*
- i) Notes that staff hold existing delegated authority under Clause 16 and Clause 20A of the First Schedule to make minor editorial corrections to the decision version of the plan provisions, where such corrections are of minor effect or correct minor errors, with approval requiring two authorised staff members.*

Moved: Councillor J Diver

Seconded: Councillor K Heays

Abstain: Deputy Mayor V Gulleford

CARRIED

The meeting adjourned at 10.33am and reconvened at 10.51am.

The meeting moved to Item 12.13 IWK Quarterly Report.

12.13 IWK Quarterly Report

Jacki Remihana, General Manager, Innovative Waste Kaikōura Limited (IWK), presented the year-end report and advised that the majority of Statement of Intent measures had been achieved. Revenue and operating surplus were ahead of budget, service delivery performance remained strong, health and safety performance had improved, and education and community engagement targets had been achieved. It was noted that the transition of Three Waters services to the new water services CCO from 1 July 2027 remains a significant focus for the organisation.

In response to queries, it was clarified that:

- The diversion rate remains below target at 49%, with the November fires increasing landfill volumes and impacting diversion results.
- Contamination of recycling streams also impacts diversion rates, as contaminated material must be disposed of to landfill.
- A Waste Minimisation Educator commenced in July 2026 and has assisted Kaikōura Primary School and St Joseph's School to join the EnviroSchools programme, with contact made with all schools except Hapuku School.
- IWK was formally advised the previous week that its Three Waters contract would not be renewed by the new water services CCO.
- IWK currently employs the Three Waters staff and continues to receive payment through the existing contractual arrangements. The Three Waters Engineer has transferred to the CCO. The CCO has indicated a desire to retain local staff resources, although not through the existing IWK contract model.
- The narrative regarding Local Water Done Well would be updated as the transition process progressed.
- Council discussion on the future of IWK would be beneficial given the uncertainty created by the transition.
- IWK continues to manage after-hours Three Waters callouts.
- Future reporting could include actual waste minimisation education measures rather than reporting measures as achieved only.
- Outstanding accounts receivable relating to Council had been resolved.
- Costs associated with flood recovery activities had been invoiced to the CCO.

An action was taken to arrange for the Waste Minimisation Educator to attend a Council workshop in October 2026 (**ACTION**).

RESOLUTION

- a) receives the Innovative Waste Kaikōura Limited Year End Report for the year ended 30 June 2026 for information*
- b) notes the financial statements remain in draft and are subject to completion of the external audit*
- c) provides any feedback for consideration in future shareholder reporting.*

Moved: Councillor J Diver
Seconded: Councillor K Heays

Abstain: Councillor M Redwood

CARRIED

12.7 Kaikōura Youth Council

Members of the Kaikōura Youth Council provided an update on activities undertaken since May. It was noted that Youth Week was held under the theme "*Our voices matter, we deserve to be heard*", with a number of events held throughout the week, including a poster-making event at the Scout Hall.

The Youth Council had considered the Simplifying Local Government reforms and had made a submission on the proposals. It was noted that Deputy Mayor V Gulleford had attended a meeting to explain the proposed

changes and their implications. Members expressed hope that future governance arrangements would continue to support the Youth Council's role and engagement with Council.

Upcoming events were highlighted, including a public quiz night at the Scout Hall on 18 September 2026 and a proposed Fear Factor event in late October. The Youth Council AGM would be held on 3 September 2026.

The Youth Council were thanked for taking the time to complete a submission on the Simplifying Local Government reforms.

RESOLUTION

THAT the Council receives this report for information.

Moved: Deputy Mayor V Gulleford

Seconded: Councillor C Smith

CARRIED UNANIMOUSLY

10. FINANCE

10.1 Report from the Chair of the Audit & Risk Committee

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor M Redwood

Seconded: Councillor J Diver

CARRIED UNANIMOUSLY

11. 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 Extraordinary Council meeting minutes dated 29 July 2026
- b) Roading Maintenance Contract Award
- c) Wakatu Quay Joint Venture Heads of Agreement
- d) Legal Issues States report
- e) Future Use and Tenure Arrangements for 34 beach road
- f) Verbal Update from Chair of Audit & Risk Committee

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 29 July 2026	To receive minutes that includes information that is commercially and legally sensitive and private to individuals.	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) Section (7)(2)(e) maintain legal professional privilege Section 7(2)(a) - To protect the privacy of natural persons
Roading Maintenance Contract Award	To protect commercially sensitive tender information and the commercial position	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

	of the tenderers during the contract award process.	Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
Wakatu Quay Joint Venture Heads of Agreement	The report contains commercially sensitive information relating to the proposed Wakatu Quay joint venture, including negotiations, governance arrangements, funding proposals, and confidential commercial intentions, where public release could prejudice ongoing negotiations and the commercial position of the parties.	Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) Section 7(2)(b)(ii) To protect information where release would be likely to unreasonably prejudice the commercial position of the person who supplied or is the subject of the information
Legal issues status report	To update the Council on a Legal Issue. The report is withheld to maintain legal professional privilege.	Section (7)(2)(e) maintain legal professional privilege
Future Use and Tenure Arrangements for 34 Beach Road	To protect Council's position in negotiations relating to 34 Beach Road.	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)
Verbal Update from the Chair of the Audit & Risk Committee	Commercially sensitive, private and legally privileged risk items - To protect information that is commercially sensitive, private, and subject to legal professional privilege.	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) Section (7)(2)(g) maintain legal professional privilege Section (7)(2)(a) protect the privacy of natural persons

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

- Disclosure would likely prejudice the Council by weakening its commercial position, compromising legally privileged advice, and exposing sensitive risk information that could be misused or misunderstood. This may lead to financial loss, reduced bargaining power, reputational harm, or increased operational risk.

Moved: Deputy Mayor V Gulleford
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

The meeting moved into Public Excluded Session at 11.19am. The meeting adjourned for lunch at 12.15pm and reconvened at 12.47pm while remaining in Public Excluded Session.

The meeting moved out of Public Excluded Session at 2.06 pm

12. MATTERS FOR INFORMATION

12.1 Mayoral Update Report/Verbal Update

In response to a query, the Mayor advised that the recent river management discussion with MP Stuart Smith had not resulted in any specific outcomes at this stage.

RESOLUTION

THAT the Council receives this report for information.

Moved: Deputy Mayor V Gulleford
Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

12.2 Elected Members Updates

Councillor K Heays clarified that the comments related to differing information on pāua survey results following the flood event.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor T Blunt
Seconded: Deputy Mayor V Gulleford

CARRIED UNANIMOUSLY

Councillor C Smith left the room at 2.12pm and re-entered at 2.16pm.

12.3 CEO Monthly Report

The Chief Executive advised that recovery work was continuing, with site visits being arranged for Councillors and options reports for affected sites expected to be presented to Council in September. It was noted that longer-term infrastructure solutions may need to be considered through the Long Term Plan.

An update was provided on the Head Start proposal. The Chief Executive advised that no further information had been requested by Government and planning with Marlborough District Council was continuing should the proposal progress to the detailed design stage.

It was noted that Council was still awaiting a decision from NIFFCO regarding the Infrastructure Acceleration Fund remediation plan. Contracts relating to the Green Lane bridge and associated works could potentially be presented to Council in September, subject to approval of the remediation plan and satisfactory cashflow arrangements.

A decision on the International Visitor Levy (IVL) funding application was still pending.

It was further noted that Kaikōura Hurunui Water Services Limited would provide its first quarterly report to Council in November and that the Government had recently announced proposed rates capping measures. In response to a query regarding staffing within the water services CCO, recruitment of a Chief Financial Officer was underway and that the organisation continued to utilise shared services and transferred staff resources.

RESOLUTION

THAT the Council receives this report for information.

Moved: Mayor C Mackle
Seconded: Deputy Mayor V Gulleford

CARRIED UNANIMOUSLY

12.4 Operations Team Monthly Report

It was clarified that:

- Damaged rural roads would be included within the recovery work packages currently being developed and prioritised.
- Options for a water supply at Pōhōwera Reserve are being investigated, including a water tank, with interim arrangements currently in place.
- An update on the Pōhōwera Reserve budget would be provided in September. Funding had previously been allocated through the Annual Plan and masterplan budgets, and the project had also been identified as a potential IVL funding opportunity.
- Significant volunteer time and effort had contributed to the progress of the Pōhōwera Reserve project.

RESOLUTION

THAT the Council receives this report for information.

Moved: Deputy Mayor V Gulleford
Seconded: Councillor C Smith

CARRIED UNANIMOUSLY

12.5 Recovery Status Report

It was noted that three lessons learnt sessions had been held following the flood event. Key actions identified through the review process had been incorporated into a preparedness plan, which would be presented to Councillors at a future workshop.

RESOLUTION

- a) *That Council receives this July 2026 Flood Recovery Update.*
- b) *That Council notes the local transition period has been extended to 12.00 pm on 7 September 2026, reflecting the need to retain recovery coordination and powers while residual hazards are managed.*
- c) *That Council records its appreciation to the New Zealand Government, the National Emergency Management Agency and the Hon Mark Mitchell, Minister for Emergency Management and Recovery, for the \$50,000 contribution to the Kaikōura Mayoral Relief Fund and ongoing support.*
- d) *That Council notes the financial impacts on local businesses, rural operators and the visitor economy are still being assessed and that a final district-wide economic impact figure is not yet available.*
- e) *That Council notes the capacity and continuity risks created by the core local recovery programme being delivered by one Recovery Manager and one Recovery Administrator, both of whom retain substantive Regulatory Services responsibilities.*

Moved: Councillor T Blunt
Seconded: Deputy Mayor V Gulleford

CARRIED UNANIMOUSLY

12.6 Community Services Team Update Report

A Councillor queried the decision-making process relating to the appointment of a property manager for the pensioner flats. Council officers advised that the matter had been progressed under existing operational delegations.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor K Heays
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

12.8 Planning Update Report

In response to a query regarding the Sudima resource consent application, Council officers advised that an independent traffic assessment had been peer reviewed and identified no significant congestion issues. It was noted that a parking strategy was currently being reviewed by an external transport consultant; however, planning assessments remain reliant on the District Plan.

Mayor C Mackle left the room at 3.04pm and re-entered at 3.16pm

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor T Blunt
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

12.9 Building Control Authority Update Report

Council officers advised that Datascape is now being used for inspections on new building consents and that Council had regained accreditation as a low-risk Building Consent Authority.

It was also noted that the two red placards issued following the recent weather event had been removed and the remaining yellow placards were expected to be cleared by the end of the following week.

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor C Smith
Seconded: Councillor M Redwood

CARRIED UNANIMOUSLY

12.10 Regulatory Services Update

An update was provided on planning for HPAI H5N1. The Government was focusing on national-scale impacts, including potential extinction events. It was noted that consideration was also being given to impacts on local wildlife, including seals, and that Council was working with the Department of Conservation regarding potential disposal sites. In response to a query, it was advised that while a national response approach was being considered, agencies were currently required to operate within existing frameworks.

Clarification was sought on the alcohol licensing activity statistics included in the reported which totalled 186 licences issued during the reporting period. An action was taken to follow up on accessible carparking (ACTIONS).

RESOLUTION

THAT the Council receives this report for information.

Moved: Mayor C Mackle
Seconded: Councillor C Smith

CARRIED UNANIMOUSLY

12.11 Emergency Management Quarterly Report

RESOLUTION

THAT the Council receives this report for information.

Moved: Mayor C Mackle
Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

12.12 Destination Kaikoura Quarterly Report

RESOLUTION

THAT the Council receives this report for information.

Moved: Councillor T Blunt
Seconded: Mayor C Mackle

CARRIED UNANIMOUSLY

12.14 Discretionary Grants Reports

RESOLUTION

THAT the Council receives these reports for information.

Moved: Councillor M Redwood
Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

13. CLOSE OF MEETING

There being no further business the meeting was declared closed at 3.30 pm.

CONFIRMED _____ Chairperson
Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

UNCONFIRMED MINUTE

**ACTIONS FROM COUNCIL MEETINGS
AS AT 8 SEPTEMBER 2026**

OPEN ACTION ITEMS

	ACTION ITEMS	ASSIGNED TO	DUE	STATUS
1	<i>Discretionary Grants Quarterly Progress Reports from 1-Jul FY 26-27</i>	-	October 26 February 27 April 27 July 27	Ongoing.
2	Provide chlorine sample results / review they align with Taumata Arowai reporting requirements	W Doughty / Councillor J Diver	Ongoing	Councillor J Diver has supplied W Doughty with a copy of what he is requesting.
3	Explore feasible options for access issues at the cemetery in wet conditions	Ops Manager / Mike Russell	Ongoing	In progress. Drainage for cemetery is being completed as we build the new headstone plinths. Next ones due to be laid in the coming months.
4	KDC introduction of new Youth Council members.	B Makin / Petra	May 2026	To be arranged once Petra settled into role at KDC.
5	Develop an ESG-informed procurement framework, report to Council & workshop	D Hirst	TBC	Including in work programme for late 2026
6	Consider insurance cost updates as part of financial reporting where relevant. Provide a cashflow report.	C Kaa / P Kearney	June 2026	In progress.
7	Schedule fraud and corruption training.	P Kearney / B Makin	TBC	Scheduled for 7 th October.
8	Investigate issues relating to the Memorial Hall roof, wall and window leaks in the kitchen area.	M Russell	August 2026	
9	Arrange for the Waste Minimisation Educator to attend a Council workshop	P Kearney / IWK	October 2026	
10	Clarify alcohol licensing activity statistics included in the reported which totalled 186 licences issued	Jo Y	September 2026	
11	Accessible carparking	W Doughty / Jo Y	September / October 2026	