

KAIKŌURA DISTRICT COUNCIL MEETING

Date:	Wednesday 27 July 2022
Time	9.00am
Location	Totara, Council Chambers

AGENDA

1. Karakia
2. Apologies
3. Declarations of Interest
4. Public Forum
Public forums provide opportunity for members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the Council.

Please note that Council Meetings open to the public under the Orange Traffic Light are subject to the following:

The Public Forum will be limited to up to 8 people at a time to allow 1 metre social distancing for non-workplace people entering the Council Chambers.

Masks are legally required to be worn by everyone (staff, elected members and members of the public) in the public area of a local authority (unless you are exempt). See [covid19.govt.nz](https://www.covid19.govt.nz) for more information.

5. Formal Deputations
The purpose of a deputation is to enable a person, group or organisation to make a presentation to a meeting on a matter or matters covered by that meeting's Agenda.
6. Adjourn to Works & Services Committee meeting (9.30am)

Reconvene to Council Meeting
7. Minutes to be Confirmed:
 - 7.1 Council meeting minutes dated 29 June 2022 page 3
8. Matters Arising and Actions page 16
9. Matters of Importance to be raised as Urgent Business
10. Matters for Decision:
 - 10.1 Presentation of South Bay Business Case page 17
10.1.1 Kaikōura Harbour Detailed Business Case (see separate attachment)
 - 10.2 Making of Trade Waste Bylaw 2022 page 29
 - 10.3 Road Naming – Subdivision at Inland Kaikōura Road page 71
 - 10.4 Temporary Accommodation Report page 75
11. Matters for Information:
 - 11.1 Mayoral Verbal Update
 - 11.2 CEO Monthly Report page 88
 - 11.3 Pre-Election Report page 98
 - 11.4 Community Services Update Report (Sean Madden to speak) page 134

11.5	Building and Regulatory Update Report	page 147
11.6	Planning Update Report	page 150
11.7	Te Korowai Quarterly Report (June 2022)	page 159

AUDIO RECORDINGS:

"Audio recordings will be made of this meeting for the purpose of assisting the minute taker to create accurate minutes. Audio recordings should not be taken of any confidential, public excluded or otherwise sensitive matters. The Chair of the meeting is responsible for indicating if/when recording should be stopped and restarted. While held, the audio recordings are subject to LGOIMA, they may be released in line with Councils LGOIMA processes and/or at the discretion of the meeting Chair. A copy of the guidelines and principals for the use of recordings is available on request"

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD ON
WEDNESDAY 29 JUNE 2022, 9.01AM, AT TOTARA, COUNCIL CHAMBERS, 96 WEST
END, KAIKOURA**

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

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

1. KARAKIA

2. APOLOGIES

Late apologies were received from T Blunt.

Moved: Deputy Mayor J Howden

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST Nil

4. PUBLIC FORUM Nil

5. FORMAL DEPUTATIONS Nil.

6. WORKS AND SERVICES COMMITTEE MEETING

The meeting adjourned to the Works and Services Committee meeting at 9.03 am. (Cr T Blunt joined the meeting at 9.04 am).

The meeting reconvened at 9.20 am.

7. MINUTES TO BE CONFIRMED

7.1 Council meeting minutes dated 25 May 2022

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Council Meeting held on 25 May 2022.*

Moved: Cr V Gulleford

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

8. MATTERS ARISING AND ACTIONS

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

- Audit NZ – The Chief Executive is writing to Stephen Walker, the Chief Executive of Audit New Zealand, following the Council's audit debrief with the local team. Stephen Walker will be attending the CE's forum in August 2022.

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

10. MATTERS FOR DECISION

10.1 Council Discretionary Grants

As part of the annual plan workshops, elected members had discussed a report being presented to Council on Grant Funds. The report sets out the process and criteria for community groups to apply for funding through the Council's Discretionary Grants Fund. This puts a structured process around request for funding from community groups for Council to consider. It was noted that for the first year the additional grant money would be funded by reserves with the intention that it is rate funded from next year. A total of \$47k will be available this financial year. The process will run from 1st July until the end of August with Council making decisions in September.

A request had been received from the President of the Kekerengu Community Centre for funding to complete the refurbish the Kekerengu Community Hall. The President has been advised of the new grants process that is looking to be established. The CEO will follow up with the President.

RESOLUTION

THAT the Council:

- a. *Receives this report; and*
- b. *Approves the Council Discretionary Grants scheme establishment as part of the Annual Plan 2022-2023, including the purpose, criteria and processes as outlined in Attachment 1 Kaikōura District Council Discretionary Grants.*

Moved: Deputy Mayor J Howden

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

10.2 Adoption of Annual Plan 2022/2023 and Setting the Rates for the year commencing 1 July 2022

It was noted the Council Discretionary Grants have been included in the Annual Plan 2022/2023 in anticipation of the Council approving the report.

As per standard practice, capital projects are estimated in advance. There is some indication that unbudgeted funding will be received after the year-end. A report will be brought to the Council in July/August 2022 on the variations and actual capital expenditure required to complete the projects.

The impact of rates on benchmark properties was noted on pages 80 and 81 of the Agenda. Appeals are being handled by QV; the benchmark properties may differ when finalised due to changes from appeals. It was noted the rates impact on the benchmark properties has not changed since the last workshop. It was noted that a rating review will be held this financial year.

RESOLUTION

THAT the Council:

- a. **Receives** this report;
- b. **Adopts** the Annual Plan 2022/2023 (Attachment i.) in accordance with section 95 of the Local Government Act 2002;
- c. **Authorises** the Chief Executive Officer to approve any minor editorial amendments to the Annual Plan 2022/2023 prior to printing and/or making available on the Council's website;
- d. **Sets** the following rates under the Local Government (Rating) Act 2002 and in accordance with the relevant provisions of the Annual Plan 2022/2023, on rating units in the Kaikōura District for the

financial year commencing on 1 July 2022 and ending on 30 June 2023 (Rates are inclusive of Goods and Services Tax (GST)):

<p><u>General Rate:</u> to fund the general operations of Council, including general management, community services, communications, strategy & 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.</p> <p>The general rate may also fund the same activities as the Uniform Annual General Charge(UAGC), because the UAGC calculation 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).</p>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the urban area, and all rateable properties classified as utilities	1:1	per dollar of rateable capital value	\$0.00120434	\$1,363,060
All rateable properties outside the urban area, except for properties classified as utilities	0.9:1	per dollar of rateable capital value	\$0.00108390	\$1,160,302
Total				\$2,523,362
<p><u>Uniform Annual General Charge:</u> 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.</p> <p>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.</p>				
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	\$632.65	\$1,941,596
<p><u>Earthquake Levy:</u> 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.</p>				
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	\$122,760
<p><u>Roading Rate:</u> to fund the net costs of upgrading and maintenance of the district bridges and roading network</p>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura	None	per dollar of	\$0.00046924	\$1,033,392

district		rateable capital value		
<i>District Planning Rate: to fund the net costs of district planning, including development of the Kaikōura District Plan.</i>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura district	None	per dollar of rateable capital value	\$0.00015760	\$347,084
<i>Civic Centre charge: to fund the net costs (after lease revenues) of the museum, library and Council office building.</i>				
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	\$151.80	\$465,883
<i>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.</i>				
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	\$437.74	\$823,392
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	\$218.87	\$26,155
Total				\$849,547
<i>Suburban Water Charge: to contribute to the cost of the supply, treatment, upgrading and maintenance of the Kaikōura water supply.</i>				
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 across 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.	None	Fixed amount per water unit (1,000 litres)	\$437.74	\$18,385

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.				
<u>Ocean Ridge Water Annual Charge: to fund the costs of the supply, treatment, and maintenance of the Ocean Ridge water supply.</u>				
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	\$437.74	27,578
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	\$218.87	\$19,261
Total				\$46,839
<u>East Coast Rural Water Charges to fund the supply, treatment, upgrading, and maintenance of the East Coast Rural Water supply.</u>				
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	\$74,520
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.	0.64:1	Fixed amount per water unit (1,800 litres)	\$437.74	\$7,004
Total				\$81,524
<i>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 0.64:1 because (for economic reasons), these properties are part of the Kaikōura Water Cohort and are partially subsidised by the Kaikōura water supply.</i>				
<u>Other Rural Water Charges to fund the supply, treatment, upgrading, and maintenance of the following water supply areas.</u>				
Rate and Category	Factor	Rate	Amount required (including GST)	
<u>Kincaid Rural Water Charge:</u> all rateable properties	per water unit	\$147.45	\$88,173	

connected to the Kincaid rural water supply.	(1,000 litres per day)			
Oaro Rural Water Charge: all rateable properties connected to the Oaro rural water supply.	per separately used or inhabited part of a rating unit	\$437.74	\$30,642	
Peketa Rural Water Charge: all rateable properties connected to the Peketa rural water supply.	per separately used or inhabited part of a rating unit	\$437.74	\$8,317	
Fernleigh Rural Water Charge: all rateable properties connected to the Fernleigh rural water supply	per water unit (1,000 litres per day)	\$342.25	\$105,755	
<i>Stormwater Rate: to fund the costs of stormwater disposal, loan servicing, upgrading and maintenance of the Kaikōura Stormwater scheme.</i>				
Category	Differential	Factor	Rate	Amount required (including GST)
All rateable properties within the Kaikōura urban area.	None	per dollar of rateable capital value	\$0.00005865	\$63,013
<i>Sewerage Charge: to fund the costs of sewage disposal, treatment, upgrading and maintenance of the Kaikōura sewerage (wastewater) system.</i>				
Category	Differential	Factor	Rate	Amount required (including GST)
Sewerage Charge: 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 ¹ , please refer to the following pages).	\$350.51	\$628,462
Category	Differential	Factor	Rate	Amount required (including GST)
Sewerage Additional Pan Charge: All rateable properties within the area serviced by the Kaikōura sewerage system, not being either commercial or self-contained and serviced.	Half charge	One full charge as above 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	\$175.25	\$4,381

¹ A rating unit used primarily as a residence for one household will not be treated as having more than one water closet or urinal.

		rating unit where there are more than one water closet or urinal		
<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	\$175.25	\$41,184
<u>Sewerage Charge - Self-contained & 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 not less than weekly	None	One full charge as above 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.	\$123.55	\$44,849
<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 as above 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	\$213.40	\$57,191
Total				\$776,068

Kerbside Recycling Charge: to fund the costs of the weekly kerbside recycling collection service.

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	\$178.49	\$299,148

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.

Category	Calculation	Amount required
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		(including GST)
<p>All rateable properties in the District;</p> <ul style="list-style-type: none"> • Used principally or exclusively for commercial and/or industrial purposes, (not being farmland as defined by Land Information NZ); or • Used principally for visitor accommodation for commercial reward for not less than five persons, and for the avoidance of doubt, including any motel, hotel, motor lodge, bed and breakfast, hostel, or camping ground; or • Used as licensed premises under the Sale of Liquor Act 1989. 	\$0.00250973 per dollar of rateable capital value	\$486,590
<p><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></p>		
Category	Calculation	Amount required (including GST)
<p>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.</p>	\$400.00 per separately used or inhabited part of a rating unit	\$80,800
<p><i>Public Rubbish Bin Charge: to fund the costs of providing a public rubbish bin collection service at various locations around the District.</i></p>		
Category	Calculation	Amount required (including GST)
<p>All rateable properties in the District;</p> <ul style="list-style-type: none"> • Used principally or exclusively for commercial and/or industrial purposes, (not being farmland as defined by Land Information NZ); or • Used principally for visitor accommodation for commercial reward for not less than five persons, and for the avoidance of doubt, including any motel, hotel, motor lodge, bed and breakfast, hostel, camping ground or “boarding house”; or • Used as licensed premises under the Sale of Liquor Act 1989. 	\$157.52 per separately used or inhabited part of a rating unit	\$37,646
<p><i>Registered Premises Charge: to fund the net costs of liquor licensing, food and health safety inspections, and environmental health.</i></p>		
Category	Calculation	Amount required (including GST)
<p>All rateable properties undertaking a licensed activity, such as premises where alcohol is sold or consumed, food premises, camping grounds, funeral directors or hairdressers.</p>	\$322.92 per license (liquor licence or food premises licence)	\$38,266

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	\$0.00007776	\$88,012
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00003888	\$21,683
All rateable properties within the rural area.	0.25:1	per dollar of rateable capital value	\$0.00001944	\$9,970
Total				\$119,665

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	\$0.00006923	\$78,352
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00003461	\$19,303
All rateable properties within the rural area.	0.25:1	per dollar of rateable capital value	\$0.00001731	\$8,875
Total				\$106,530

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	\$0.00029919	\$338,623
All rateable properties within the semi-rural area.	0.5:1	per dollar of rateable capital value	\$0.00014960	\$83,425

All rateable properties within the rural area.	0.2:1	per dollar of rateable capital value	\$0.00005984	\$30,686
Total				\$452,734

Water Meter Charges

For water usage which exceeds 365m³ per annum, a charge of \$1.00 including GST per cubic metre 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.

e. **Notes** that the Rating Funding Impact Statement contained in the Annual Plan 2022/2023 includes rating maps showing rating areas, and definitions that are relevant for ratepayers to understand how the rates will be applied. The rating maps, rating definitions and differential definitions are adopted as part of the Annual Plan, rather than as part of the rate setting process;

f. **Approves** the due dates for the payment of rates as follows:

Rates:	For the period:	Last date for payment:
Instalment 1:	1 July 2022 to 30 September 2022	20 September 2022
Instalment 2:	1 October 2022 to 31 December 2022	20 December 2022
Instalment 3:	1 January 2023 to 31 March 2023	20 March 2023
Instalment 4:	1 April 2023 to 30 June 2023	20 June 2023

Water Charges:

	For the period:	Due date for payment:
Meter read dates		
1st week July	January to June	20 August 2022
1st/2nd week January	July to December	20 February 2023

Meter reading dates and the period they cover are approximate.

g. **Approves** that a 10% penalty will be added to any portion of the instalment remaining unpaid after the relevant last 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 last day for payment of instalment 2). An additional 10% penalty will be added to all previous year's rates unpaid as at 20 July. A further additional charge of 10% will be added to any rates to which the additional penalty referred to in this paragraph is added and remains unpaid as at 20 January. Penalties are applied no earlier than the next working day after the last date for payment, and as soon as practicable;

h. **Approves** the increase to septic tank disposal fees to \$46 per cubic metre (including GST) as listed in the Annual Plan 2022/2023;

i. **Approves** that all fees and charges that applied in the 2021/2022 year continue to apply; and

j. **Approves** that the Council will continue to collect rates on behalf of Environment Canterbury.

Moved: Cr N Pablecheque
 Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

10.3 Changes to Road Reserve – Blue Duck Valley Road

RESOLUTION

That the Council:

- a. *Receives the report.*
- b. *Agrees to sell the road reserve land as identified by Title Plan SO 548147 Section 1 to Dr LJ Wood for \$11,700 + GST, subject to the terms of the attached Compensation Agreement.*
- c. *Approves the acquisition by Council of the land identified as Title Plan SO 548147 Section 2 from Blue Duck Kaikōura Ltd as road reserve subject to the terms of the attached Compensation Settlement Agreement.*
- d. *Authorises the Mayor and Chief Executive to sign the Compensation Settlement Agreement.*

Moved: Mayor C Mackle

Seconded: Cr R Roche

CARRIED UNANIMOUSLY

11. MATTERS FOR INFORMATION

11.1 Mayoral Verbal Update

Mayor C Mackle and Deputy Mayor J Howden attended the LGNZ Rural and Provincial Sector meeting in June 2022, where they also met with the C4LD group. Discussions will be held with the Runanga to invite one of the speakers to Kaikōura. The Chief Executive would forward the presentation from the sector meeting to all Councillors.

It was noted that the attendance rate at the Rebel Business School, currently based at the Memorial Hall, is above average.

11.2 CEO Monthly Report

The Summarised Financial Report for the period to 31 May 2022 was noted with no major issues or surprises this month.

The CEO highlighted the impact that both Covid and resourcing is having and the need to prioritise workloads as a result.

The application for \$140k of TIFF funding to upgrade the toilets for Mill Road has been approved, this also includes one year of opex. Potential projects for the Better Off Funding will be shortlisted by Council staff and brought to a workshop on 13th July 2022. Discussion was had around sounding out the community with regard to their thoughts on the funding.

The C4LD Group has advised Council's to actively communicate with communities to encourage individual submissions on the Water Services Entity bill. Submissions close on the 22nd July.

Ella Turner, Building Control Administrator, was acknowledged for her contributions.

RESOLUTION

THAT the Council receives this report.

Moved: Cr R Roche

Seconded: Cr D Milton

CARRIED UNANIMOUSLY

11.3 Community Services Update Report

The Mayor's Taskforce for Jobs have confirmed reduced funding for another year which secures the roles at Te Hā o Mātauranga. The Emergency Management update included in the report was highlighted by M Dickson.

RESOLUTION

THAT the Council receives this report.

Moved: Mayor C Mackle

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

11.4 Planning Update Report

M Dickson noted from the report that the Natural Hazards Chapter decision has been delayed. The Council's own deadline was 30 June 2022 and has no further impact.

A discussion was held on the RMA reform. The current work being undertaken to rehouse the existing District Plan is required nationally to standardise the format of District Plans across the Country. The review of the District Plan will commence this financial year and is being prioritised to help feed into the RMA reforms. An initial meeting has been held with Runanga representatives to discuss Iwi involvement in the review process.

RESOLUTION

THAT the Council receives this report.

Moved: Mayor C Mackle

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

11.5 Building and Regulatory Update Report

It was noted that the Licensing Inspectors had monitored 6 licensed premises. Cr V Gulleford, in her capacity as Chairperson of the Kaikōura District Licensing Committee, had not received the monitoring reports. The Chief Executive would follow up.

RESOLUTION

THAT the Council receives this report.

Moved: Mayor C Mackle

Seconded: Cr V Gulleford

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) Infrastructure Acceleration Fund application

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
Infrastructure Acceleration Fund application	To enable confidential discussions regarding commercial activities and negotiations	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 (including commercial and industrial)

Moved: Mayor C Mackle
 Seconded: Cr L Bond

CARRIED UNANIMOUSLY

The meeting moved into Public Excluded at 10.20 am.

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

CONFIRMED _____ Chairperson

_____ Date

**COUNCIL ACTIONS AS AT 27 JULY 2022
OPEN ACTION ITEMS**

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

CLOSED ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Forward presentation from the Rural & Provincial sector meeting to all Councillors.	W Doughty	27 July 22	Completed
	Follow up on reports – 6 monitored licensed premises.	W Doughty	27 July 22	Completed
	CEO to follow up with President of the Kekerengu hall around grants process	W Doughty	27 July 22	Completed

Report to:	Council
Date:	27 July 2022
Subject:	Presentation of South Bay Business Case
Prepared by:	Chris Sturgeon
Input sought from:	Will Doughty – Chief Executive
Authorised by:	Will Doughty – Chief Executive

1. SUMMARY

This paper presents the business case for the South Bay Harbour as part of the Kaikoura Marine Development Programme.

The redevelopment of the Harbour is a cornerstone of the Kaikoura community, particularly one as marine-based as this.

This business case has involved many workshops and extensive engagement with key stakeholders within the community, to hear and incorporate their concerns into the design of and consensus for, the preferred option that this case presents.

Purpose - This business case has been developed for Kaikōura District Council to provide the rationale necessary for decision-makers to provide the funding for this vital piece of infrastructure.

Approach & next steps - It is important to note at the outset that this business case has been designed with a staged approach; there are multiple decision points where Council and Government may consider the progression of the project. The purpose of this approach is to illustrate a clear path toward a successful outcome, whilst providing waypoints that offer additional certainty.

Thus, rather than seeking to secure funding for the investment as a whole, this business case recommends that the Government:

1. Approve in principle the harbour development
2. Approve funding for the next stage, which includes the parallel completion of the Feasibility Study and Developed Design components.

2. RECOMMENDATION

THAT the Council:

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

3. BACKGROUND

Following a successful application through the Provincial Growth Fund for the Kaikoura Marine Development Programme in 2019 Kaikoura was granted \$1m to further investigate the development of a harbour and present a business case back to Government for the harbour redevelopment.

It was identified that the current harbour facility is not fit for future purpose and is unable to adequately cater for projected future tourism growth. There are also inherent inefficiencies and health and safety risks associated with a congested harbour facility that is co-shared with commercial and recreational users. In its current form, South Bay Harbour clearly constrains long term economic growth, suppressing potential productivity in our rural district.

The purpose of this business case is to ensure the region has a harbour that is fit-for-purpose, for both the near future and in the decades to come. The document places the proposed investment within its regional and national context, identifies the current and anticipated challenges, illustrates the preferred path forward, and maps out how this can be achieved in such a way that will deliver significant local, regional, and national, benefits.

The KMDP Project team identified the need for specialist business case development skills. In addition to engineering expertise from WSP and Tonkin + Taylor we appointed Maven Consulting a proven leader in the government business case development space.

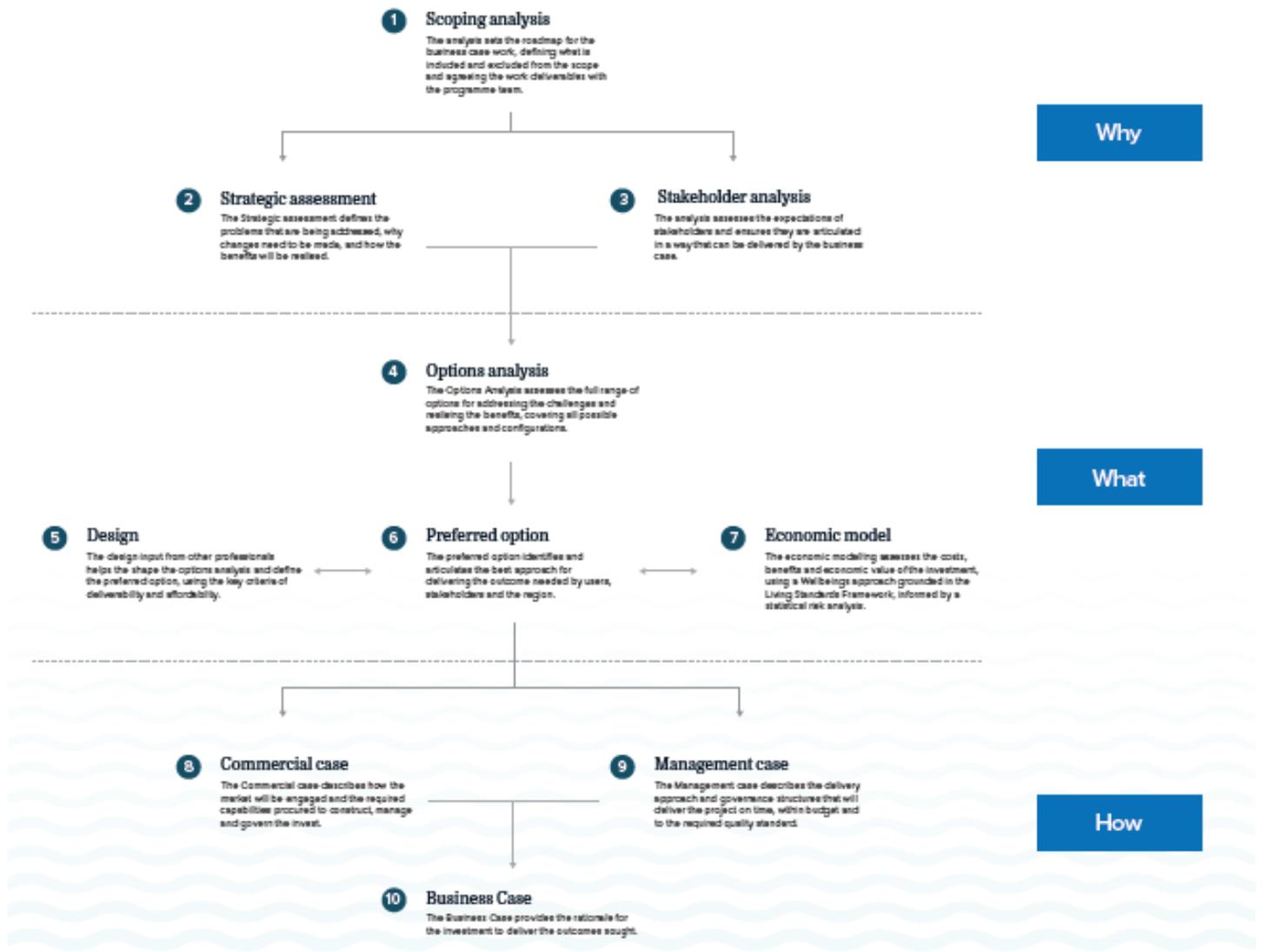
3.1 PROCESS OF BUSINESS CASE DEVELOPMENT

The diagram below provides a high-level view of how the KMDP team and stakeholders developed and delivered the business case and economic model, and with it the information needed for decision makers to consider.

The work was undertaken in three phases:

1. The **Why** phase confirmed the scope of the investment, the expectations of stakeholders and the context within which the revitalisation of the harbour is to occur. This resulted in a Strategic Assessment document, which is part manifesto, part strategic vision, and part roadmap to the future. The work in this phase, built on the high- quality thinking and analysis that has already been undertaken by the project team and by the Kaikōura community.
2. The **What** phase brought together the threads of the objectives, the required harbour functions and the wisdom of stakeholders into the preferred option – via the discipline of a full options analysis. The options analysis was a highly collaborative process that ensured all possible approaches to how the harbour should work have been examined, and that consensus exists for moving forward together. This resulted in an agreed option that has the support of stakeholders.
3. The **How** phase brought the preferred option to life. It delivered an integrated and coherent business case describing the rationale for investment in a revitalised harbour, with a clear-eyed view of the opportunities, costs, benefits, value and risks.

The approach taken followed Treasury’s Better Business Case (BBC) methodology and pictorially shown below.



4. REDEVELOPMENT OF SOUTH BAY

The harbour needs to be developed to help underpin the economy into the future

The South Bay Harbour facility is Kaikōura's primary hub for marine- based activities in the region. There are a range of operators actively using the harbour on a daily basis. There are the tourism operators with the largest vessels (up to 30m in length), the local commercial fishing fleet, the Coastguard, and of course, a multitude of recreational boaties that flock to the harbour from across the region.

The harbour was extensively damaged in the 2016 earthquake and was rebuilt to the original specification, with some improvements to accommodate the four larger Whale Watch boats. There are a series of ongoing challenges however, including a lack of space in the water for all operators, an increased level of silting due to the geotechnical impacts of the earthquake, a change in wave patterns and ocean currents, and substandard onshore facilities for commercial and recreational users – not least of which includes the current jetty that is unsafe and too small to be fit for purpose. The harbour is poorly configured and inflexible, contributing to ongoing concerns regarding congestion, health and safety, and severely constrains the potential for both the expansion of existing operations, and alternative uses in future – such as marine berth hire, aquaculture, or marine research.

The challenges for the existing harbour are interlinked and are affecting all current users to some degree; however, the current configuration is also constraining the ability of Kaikōura to expand existing uses and develop new uses. Redevelopment must therefore address the current challenges whilst enabling new operators to create new opportunities for the region and the country. This is the desired future state for the harbour, and the options assessment describes how this can be achieved.

4.1 OPTIONS ANALYSIS

The diagram on the following page shows how the options development process worked in practice. It used the multi-criteria analysis approach within the Better Business Case methodology, which:

- Identifies each of the solution components
- Assesses the full range of options for each component, ranging from doing the bare minimum through to most aspirational approach
- Combines the components into an integrated option, which can then be assessed for viability.

In the case of the Kaikōura Harbour, the key components of the solution are the location, the size of the facility, the uses to which the harbour will be put, the operators (commercial and non-commercial) who will use the harbour, the extent of the on-shore facilities, and the access and parking requirements.

Based on the analysis to date, there are three combinations of components:

- A **rebuild** option (the do-minimum approach) focused on the existing location with some targeted improvements
- A **renewal** option focused on ensuring the harbour has some capacity for the growth and development of existing uses and operators
- A **regeneration** option focused on ensuring the harbour can accommodate new industries and uses, as well as having the capability to support the growth of existing operators.

Components



Options

- 1 Rebuild**
Existing **location** + similar **size** + existing **uses** + existing **operators** + limited growth **on-shore** + improved **access and parking**
- 2 Renewal**
Existing or new **location** + larger **size** + existing **uses** + new and existing **operators** + some potential for growth **on-shore** + improved **access and parking**
- 3 Regeneration**
Existing or new **location** + larger **size** + additional **uses** + new and existing **operators and industries** + catalyst for **on-shore** growth + improved **access and parking**

4.2 DETERMINATION OF PREFERRED LOCATION

Analysis was undertaken to develop a long list (8) of potential locations of the harbour.

After initial analysis of benefits and constraints a refined short-list of options were assessed in detail against the investment objectives and the affordability and achievability critical success factors based on the engineer's baseline assessment.

A refined short list was identified:

Option	Safe for users	Allows for growth	Efficient on-shore areas	Affordability	Achievability	Outcome
A. Status quo						discarded
B. Racecourse Reef						discarded
C. South Bay						preferred
D. Baxter Reef						discarded
E. Te Atia Point						discarded

4.4 BENEFITS FOR THE REGION

Redevelopment of the harbour allows for the expansion of existing operations in South Bay – such as tourism and fishing – and it also provides opportunities for new functions, such as marine education and improved marine research.

While expansion in some areas (such as marine engineering) is catered for in the design of the new harbour, it is apparent that new on-shore facilities are needed to provide the engine for economic development in Kaikōura.

The key facilities envisioned are:

- Improved **visitor facilities** to allow greater numbers of people to learn about and experience Kaikōura and its unique environment, particularly to provide additional visitor attractions and activities in inclement weather
- **Educational facilities** to enable students and other private groups to visit and learn about its geology and ecology, in one-day or multi-day visits with suitable accommodation offerings
- **Research facilities** to enable local and international institutions to base themselves in Kaikōura and conduct short-term and long-term research initiatives, using the harbour facilities as needed, supplemented by on-shore labs and research facilities, office space, and short-term and long-term accommodation.

These three aspects – **tourism, education and research** – are synergistic. Tourists benefit from education about the Kaikōura region, educational learning benefits from the depth of knowledge generated by research teams, and researchers benefit from the public outreach and the opportunity to cost-effectively use shared facilities. The diagram below illustrates the interactions between the areas.



4.5 ON SHORE DEVELOPMENT – Development Opportunities

Streamlining the harbour development with the on-shore developments reduces risks and maximises benefits.

The case sets out case studies how tourism, educational and research facilities can be aligned to co-locate tourism and marine research creating a central hub of economic activity. On shore tourism developments by Whale Watch Kaikoura in 2008/09 were already considered and included in the Kaikoura District plans and detailed as the Kaikoura Peninsula Tourism Zone. Kaikoura is a sought after destination for marine research, with established ties to local institutes like the University of Canterbury.

Some key attributes of a developed Kaikoura Peninsula Tourism Zone include:

- Providing quality tourism products that are not weather and wildlife dependent
- Enhancing the overall visitor experience
- Providing facilities that can attract and accommodate existing and forecast demand, whilst increasing the length (and spending) of visits
- Enable developments relating to marine research and education
- Creating employment and increased economic returns for the company and community.

The case for the harbour brings together the connections of the onshore opportunities including:

1. High-value marine research opportunities that are sought after by local and international universities and research institutes
2. Ability to incorporate research outputs into innovative and high-value eco-tourism and educational products.

Offering the above would be transformative for Kaikōura's economy, and in turn enable the township to also contribute national returns, as well as towards social and environmental goals.

The development will have a commercial focus and operating model.

While there is a strong rationale for public sector investment in the harbour – given the fundamental nature of national transport infrastructure for the country's wellbeing – a more commercial approach to the campus is envisaged. At a high level, the proposed model is as follows:

- The land for the development is contributed by its owners on a commercial basis, either as freehold or leasehold, subject to negotiation of equity stakes and other commercial matters between the various parties.
- Development of co-located facilities is undertaken using a phased approach, focusing initially on the tourism operators and research institutions who are in a position to make early decisions. Additional facilities are added as demand dictates, subject to a master plan for the development area.
- There is an owner or owners of the co-located facilities, which may be iwi interests, the private sector, or include research institutions. These organisations own and maintain the assets, and act as landlord for other users of the facilities.
- Tourism operators, educational facilities, research institutions and other private sector or iwi interests take leases on appropriate facilities within the campus on a standard commercial basis, ranging from short-term per-use fees through to long-term leases. The terms and conditions are negotiated between the owners and the users on a case-by-case basis.
- Funding for development of the campus can be provided in a number of different ways, using standard commercial and non-commercial development models, utilising both equity and debt. It is assumed, however, that the primary function of the campus is to generate an economic return for its owner or owners, by ensuring users have high-quality facilities for which they are prepared to pay normal commercial rates.

5. INVESTMENT REQUIREMENTS

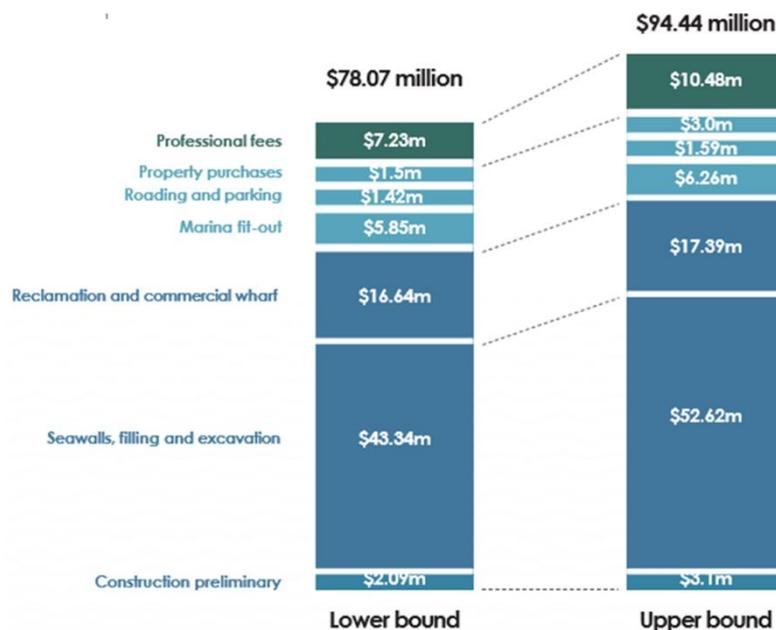
Initial assessments have produced an investment range of \$78-\$94 million.

As part of the concept design process, engineers WSP and Tonkin + Taylor were engaged to provide ranged estimates for construction of the preferred option, using a Rough Order of Cost (ROC) methodology.

The summary of the analysis is shown and the breakdown for both the low range and high range estimates is contained in the appendix of the business case itself.

There are a number of underlying assumptions for the cost estimates, as follows:

- Construction is costed in 2022 dollars, and construction cost inflators will need to be added to these figures to account for likely increases during the design phase before construction tenders are called.
- Construction costs are based on ROC guidelines for harbours of similar construction methods, such as at Ōpōtiki in the Eastern Bay of Plenty. These comparators are the most up-to-date available, given the Ōpōtiki harbour is currently under construction.
- Construction estimates are also informed by the major civil engineering works undertaken after the Kaikōura earthquake in 2016, so are likely to be robust.
- Industry-standard contingencies have been allowed for in the construction estimates, and these will be further refined during the detailed design process. As part of that process, quantity surveyors will provide P90 and P95 construction estimates for greater assurance of project delivery costs.



5.1 Community Implications

Assuming the Government funds the development there are both positive and negative implications for both the South Bay and wider Kaikoura Community. Ultimately the benefits and long term affects for Kaikoura are positive and provide a strong base for economic growth over the following decades. Consequently, there will be short term impacts on the South Bay residents during construction and careful consideration will need to continue to be given to cultural and ecological effects of the Harbour design.

5.2 Risks & Risk Management

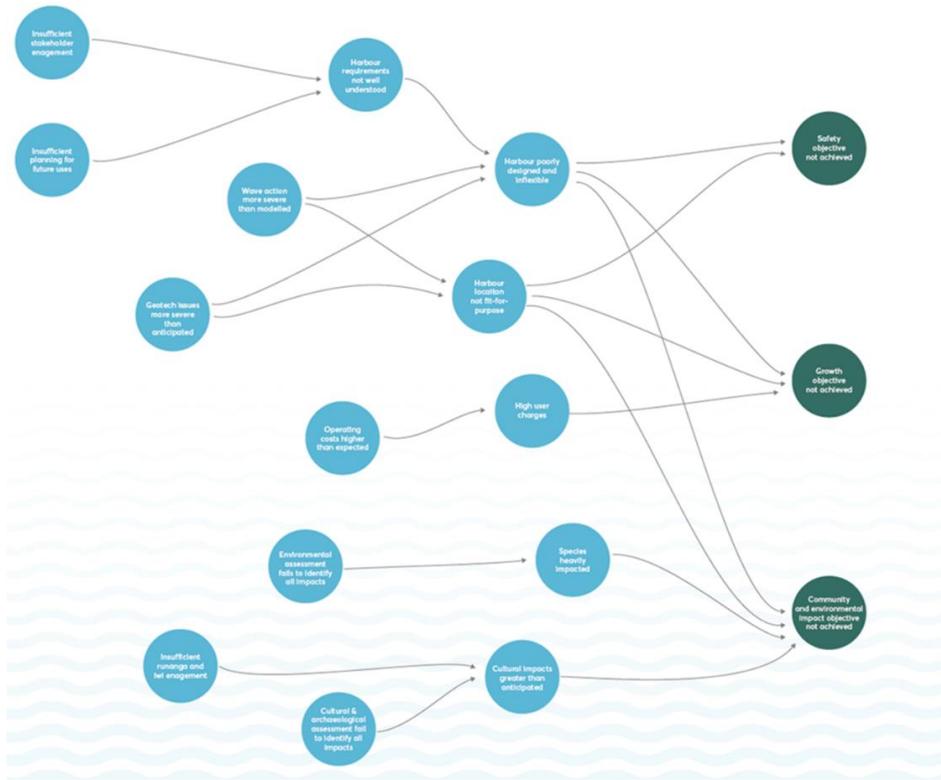
There are a range of risks that are being effectively managed.

The diagram below uses a risk bow-tie to identify the most pressing challenges for the investment. It assesses the causal factors that could contribute to the desired outcomes not being achieved. The items at the left hand side of the diagram are the factors that need to be managed to ensure the investment outcomes are delivered.

As the diagram illustrates, effective stakeholder engagement is key to mitigating many of the risks. Good engagement ensures there is a clear view of the current and future requirements for the harbour, which will ensure the resulting facility will be fit for purpose in the immediate future and in the decades to come.

With this in mind, there has been a steady and consistent focus on community and stakeholder engagement by the KMDP team over the last two years. Details of stakeholders and the interactions with the various groups are provided later in the document.

The delivery risks for the project – threats to the redevelopment being delivered on time, within budget and to the correct scope – are discussed later in the business case as part of management case.



5.3 Health and Safety

At this stage in the process no particular issues have been identified.

6. NEXT STEPS & PRESENTATION TO TREASURY

6.1 Assessing feasibility

The development of tourism and marine research in Kaikōura is intricately linked with the capacity of the harbour: both investments are required in order to realise the maximum financial, human, social and environmental benefits to Kaikōura and the nation.

This business case is primarily aimed at assessing the rationale for investing in the harbour; it is not a business case for tourism zone on the peninsula. In order for iwi, WWK and/or other private sector groups to be willing to invest in on-shore developments and help realise the wellbeing benefits, a feasibility study will be required. The purpose of the feasibility study document is to:

- **Propose a concept design** for the on-shore development, taking into account the likely requirements of the various user groups, resulting in a master plan for the peninsular area
- **Propose a staged approach** to how the on-shore projects could be developed, aligned with the harbour development
- **Identify the likely users** of the facilities, and engage with them to obtain the indications of interest necessary to give confidence in the investment
- **Undertake the financial modelling** to demonstrate the financial viability of the campus investment to prospective iwi and private sector interests
- **Obtain in-principle commitments** from the landowners, funders, developers and prospective users so that the Government has confidence in approving development of the harbour.

It is expected development of the feasibility study will take around 12 months.

6.2 The way forward

The Government will not approve, nor do we wish them to approve a single number for the South Bay Development. Approval in principle allows the feasibility study and developed design to proceed.

The diagram below sets out the upcoming decision points for the project.

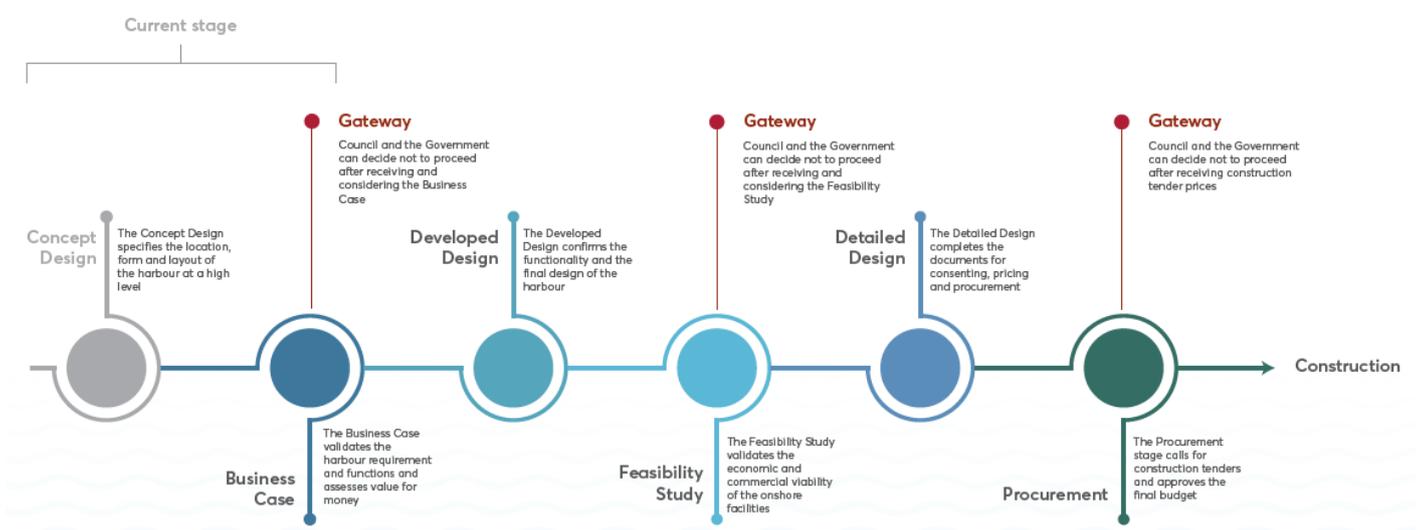
These are:

- Once the business case has been approved by Council, it is submitted for central Government consideration, seeking approval in principle to develop the harbour.
- A feasibility study for the onshore facilities and the developed design for the harbour are then completed, in order to establish the economic and commercial viability of the project. Council and Government then consider the results of the assessment.
- Once the developed design has been agreed and the benefits and commercial viability of the harbour established, detailed design is undertaken. This process completes the work for consenting and tendering purposes, and tenders are called, with a decision to proceed once final costs are known at the conclusion of procurement.

Each of the decision points is shown as a gateway in the diagram. At these gateway points, Council and the Government can make one of three possible decisions:

1. To continue with the project as planned
2. To revise the project based on the information received and request additional work, at either the design or procurement steps
3. To not proceed with the project.

Advice and appropriate information will be provided to Council and the Government by officials at each of these gateways to enable informed decision making.



7. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future We work with our community and our partners to create a better place for future generations

8. COMMUNITY ENGAGEMENT

8.1 Groups and Organisations

Multiple Stakeholder groups were identified in the early work on the business case from 2018 and included groups such as:

- Te Runanga o Kaikōura
- Charter Fishing representatives
- Commercial Fishing Representatives
- Tourism Operators
- Te Korowai
- Coastguard
- Local South Bay Residents

The groups have continued to be engaged & consulted throughout the process and have contributed to the requirements development and feedback on concept design

Report to:	Council
Date:	27 July 2022
Subject:	Making of Trade Waste Bylaw 2022
Prepared by:	Dave Clibbery – Senior Manager Operations
Input sought from:	
Authorised by:	Will Doughty – Chief Executive

1. SUMMARY

The proposed Trade Waste Bylaw 2022 is presented for confirmation by Council.

2. RECOMMENDATION

It is recommended that:

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

3. BACKGROUND

At its meeting of 25 May 2022, a report was presented to Council proposing the making of the Trade Waste Bylaw 2022, the purpose of which was to protect Council's wastewater system and the environment, to provide for more equitable cost allocation to trade premises and tankered waste operators, and to complement Council's 2020 water supply and drainage bylaws.

At that meeting Council resolved that public consultation on the proposed making of the bylaw should be undertaken in accordance with the requirements of section 156 of the Local Government Act 2002 using the special consultative procedure specified by the Act.

Public notice of this consultation was given on 1 June 2022, and submissions closed on 4 July 2022.

No submissions had been received as at this closing date, and only one informal enquiry regarding the bylaw had been made, which related to whether trade waste consent fees would be levied against the operator of the business or the ratepayer for the property. Discussion with Council's finance team has indicated that the former is proposed, and the enquirer advised that if this approach is taken, he would not have any issue with the bylaw.

Accordingly, and unless Councillors have any issue with the content of the bylaw, there does not appear to be any reason why the Bylaw should not be confirmed in its current form.

4. PUBLIC NOTICE

In accordance with the requirements of Section 157 of the Local Government Act 2002 the following public notice of the making of the bylaw would be given: -

Making of Kaikoura District Trade Waste Bylaw

At its meeting on 27 July 2022 and following public consultation Kaikoura District Council resolved that the proposed Kaikoura District Trade Waste Bylaw 2022 was confirmed and that all provisions of the bylaw other than those specifically relating to the holding of Trade Waste Consents would come into effect on 8 August 2022, and the remaining provisions would come into effect on 1 July 2023.

Copies of the bylaw may be inspected at the office of Council or may be obtained on payment of \$5.

5. COMMUNITY OUTCOMES

The issue discussed in this report relates to the following community outcomes:



Community

We communicate, engage, and inform our community



Development

We promote and support the development of our economy



Future

We work with our community and our partners to create a better place for future generations

Kaikōura District Trade Waste Bylaw 2022



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FOREWORD

This bylaw has been prepared using the New Zealand Standard “NZS 9201: Part 23:2004 Model General Bylaws - Trade Waste” as a base document.

This bylaw regulates the discharge of trade waste to Kaikōura District Council’s (Council’s) wastewater system. Trade waste is defined as coming from trade premises and also includes liquid wastes from tankers.

The purposes of this bylaw are:

- i. To protect Council’s staff and contractors, the general public and the environment
- ii. To protect the ability of the Council to meet the requirements of the Resource Management Act 1991 (also referred to in this Bylaw as the RMA)
- iii. To:
 - a. Provide controls on the acceptance of trade waste into Council’s system and
 - b. Allow Council to charge trade premises for their shares of the costs of:
 - i) Acceptance of trade waste into Council’s system
 - ii) Conveyance of that trade waste to Council’s treatment plant
 - iii) Treatment
 - iv) Disposal of the resulting treated effluent and solids
 - v) Inspections, enforcement, asset management and administration and
 - c. Allow Council to charge liquid waste tanker operators for their shares of the costs of:
 - i) Acceptance of liquid waste at Council’s treatment plant
 - ii) Treatment
 - iii) Disposal of the resulting treated effluent and solids
 - iv) Inspections, enforcement, asset management and administration
- iv. To protect the investment in the existing and any future infrastructure
- v. To ensure compatibility between liquid, solid and gaseous phases of trade waste discharges. This compatibility can relate to such matters as meeting disposal criteria for solids and sludges and meeting resource consents for emissions to air as well as the trade waste discharge itself into the Council’s system

1. Introduction

1.1. Title

This bylaw shall be cited as the “Kaikōura District Council Trade Waste Bylaw 2022”.

1.2. Commencement and Application

This bylaw shall apply to the whole of the Kaikōura District, and shall come into force in two stages, as follows:

The following provisions of the bylaw shall come into force from 12 September 2022:

- All provisions of Section 1; and
- All provisions of Section 2 with the exception of clauses 2.1.1 (e) and 2.1.2 (b); and
- Clause 5.5; and
- All provisions of Section 6, with the exception of clauses 6.4.1 to 6.4.5 and clauses 6.6.1 to 6.6.4; and
- Schedule 1 B

All remaining provisions of the bylaw shall come into force on 1 July 2023.

1.3. Scope of the Bylaw

1.3.1. Scope

This bylaw provides for:

- (a) Acceptance of long-term, intermittent, or temporary discharge of trade waste to the Council’s system.
- (b) Establishment of three grades of trade waste: controlled (permitted), conditional and prohibited.
- (c) Evaluation of individual trade waste discharges against specified criteria.
- (d) Correct storage of materials to protect Council’s wastewater and stormwater systems.
- (e) Installation of flow meters, samplers, or other devices to measure flow and characteristics of trade waste discharges.
- (f) Pre-treatment of waste before it is accepted into the Council’s system.
- (g) Sampling and monitoring of trade waste discharges to ensure compliance with the bylaw.
- (h) Council to accept or refuse a trade waste discharge.
- (i) Charges to be set to cover the cost of acceptance, conveying, treating, and disposing of trade waste and the associated costs of administration and monitoring.
- (j) Administrative mechanisms for the operation of the bylaw.

- (k) Establishment of waste minimisation and management programmes for trade waste producers.

1.3.2. Compliance with Acts, Regulations and Other Council Bylaws

Nothing in this bylaw shall derogate from any of the provisions of any New Zealand Act or associated regulations. In the event of any inconsistency between legislative instruments, the more stringent requirement applies.

This bylaw shall apply in conjunction with Council's other bylaws including the drainage and water supply bylaws

1.3.3. Trade Premises to Which the Bylaw Applies

This bylaw shall apply to all trade premises within the district where trade wastes are discharged to Council's system. For the purposes of this bylaw Council's treatment plant shall be considered as trade premises as well as being part of that system.

1.4. Definitions and Interpretations

In this bylaw, unless the context otherwise requires:

Access Point	Is a place where access may be made to a public or private sewer for inspection (including sampling or measurement), cleaning or maintenance. The location of the access point shall be in accordance with the New Zealand Building Code.
Act	The Local Government Act 2002.
Analyst	A testing laboratory approved in writing by the Council.
Approval	Approval by the Council or any authorised officer of the Council. Any approval may include conditions.
Authority	Means the Council, including its authorised agents, responsible for the collection, treatment and disposal of trade waste.
Authorised Officer	Any person delegated, appointed or authorised in writing by the Council to act on its behalf and with its authority.
Best Practicable Option	As defined in the RMA Part 1. In relation to a discharge of a contaminant, this means the best practicable method for preventing or minimising the adverse effects on the environment having regard, among other things, to— (a) the nature of the discharge or emission and the sensitivity of the receiving environment to adverse effects; and (b) the financial implications, and the effects on the environment, of that option when compared with other options; and the current state of technical knowledge and the likelihood that the option can be successfully applied
Biosolids	Solids derived from treatment that have been further treated to the extent that they are able to be safely applied to land

Characteristic	Any of the physical or chemical characteristics of a trade waste
Cleaner Production	The implementation, on trade premises, of effective operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes.
Condensing Water or Cooling Water	Any water used in any trade, industry, or commercial process or operation in such a manner that it does not take up matter into solution or suspension.
Conditional Trade Waste	Trade waste discharge that does not comply with all the physical and chemical characteristics set out in Schedule 1A, but which may be approved for discharge to Council's system subject to conditions.
Consent	A consent in writing given by the Council and signed by an authorised officer authorising a person to discharge trade wastes to Council's systems.
Consent Holder	The person occupying a trade premises who has obtained a consent to discharge or direct the manner of discharge of trade waste from any premises to Council's systems, and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.
Contaminant	Is as defined in the Resource Management Act 1991
Contingency Management Procedures	Means those procedures developed and used to avoid, remedy, or mitigate the actual and/or potential adverse effects of activities on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge, of contaminants of concern into the Council's system.
Council	Means the Kaikoura District Council or any Committee of the Council or officer delegated to exercise the authority of the Council.
Disconnection	Means the physical cutting and sealing of any of the Council's water services to prevent use by any person.
District	Means the territory of the Council.
Domestic Sewage	Means foul water (with or without matter in solution or suspension therein) discharged from premises used solely for residential purposes or wastes of the same character discharged from other premises, but does not include any solids, liquids, or gases that may not lawfully be discharged into the Council's wastewater system.
Enterococci	Means an indicator organism used to assess the presence of human waste.
Environment	As defined in the RMA Part 1. This includes Council's systems.

Foul Water	Means the discharge from any sanitary fixture (any fixture which is intended to be used for sanitation). The term sanitation is used to describe activities of washing and/or excretion carried out in a manner or condition such that effects on health are minimised. It includes appliances intended to be used for sanitation which are not sanitary fixtures. Machines for washing food, dishes and clothes are included.
Hazardous Wastes	As defined by the Hazardous Substances and New Organisms Act 1996.
Infiltration	Water entering a public or private sewer from groundwater through defects such as poor joints, and cracks in pipes or manholes. It does not include inflow.
Inflow	Water discharged into a public or private sewer from non-complying connections. It includes stormwater entering through illegal downpipe connections or from low gully traps.
Infringement	An offence as specified by this bylaw under sections 243 and 259 of the Act.
Management Plan	Means the plan for managing the operations on the premises from which trade wastes come. It may include provision for cleaner production, trade waste and domestic separation, waste minimisation, discharge, contingency management procedures, and any relevant industry Code of Practice.
Mass Limit	The total mass of any characteristic that may be discharged to the Council's wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.
Maximum Concentration	The instantaneous peak concentration that may be discharged at any instant in time.
Occupier	The person occupying a trade premises connected to the Council's wastewater system.
Permitted Discharge	Means a trade waste discharge that has been approved by, or is acceptable to, the Council, if it has the physical and chemical characteristics which comply with the requirements of the Council standard as defined in Schedule 1A of this bylaw.
Person	Includes a corporation and a body of persons whether corporate or unincorporated.
Point of Discharge	Is the boundary between the public sewer and a private sewer but for the purposes of monitoring, sampling and testing shall be as designated in the trade waste consent.
Pre-Treatment	Any processing of trade waste designed to reduce or vary any characteristic in a waste before discharge to the Council's wastewater system to comply with a trade waste consent.
Premises	These include:

	<p>(a) A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued; or</p> <p>(b) A building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available; or</p> <p>(c) Land held in public ownership (e.g., reserve) for a particular purpose; or</p> <p>(d) Individual units in buildings which are separately leased or separately occupied.</p>
Private Sewer	Means that length of sewer between the consent holder's premises and the point of discharge through which Trade Waste is conveyed from the premises. This section of sewer is owned and maintained by the consent holder.
Public Sewer	Means the main public sewer and lateral connections that carry away and trade waste from the point of discharge. The public sewer is owned and maintained by the Council.
Public Notice	Has the same meaning as assigned to it in the Act and 'published' and 'publicly notified' have corresponding meanings. A public notice setting forth the object, purport, or general effect of a document shall in any case be sufficient notice of that document.
Prohibited Trade Waste	Means a trade waste that has prohibited characteristics as defined in Schedule 1B and that does not meet the conditions of Schedule 1A.
Schedule of Rates and Charges	Means the prices set by the Council pursuant to Section 150 of the Act for services associated with the discharge of Trade Waste and contained in the list of terms and items defined in Schedule 1C (and detailed in the Annual Plan).
Sewage	Means foul water and may include trade wastes.
Sewage Sludge	Means the material settled out and removed from sewage during the treatment process.
Sewer	Means a pipe or series of pipes constructed or laid for the conveyance of sewage, effluent, or stormwater.
System	Means a system for collection, treatment and disposal of sewage and trade wastes. It includes all sewers, pumping stations, storage tanks, sewage treatment plants and other related structures operated by, or on behalf of the Council and used for the reception, treatment and disposal of residential and trade wastes.
Stormwater	Means surface water run-off resulting from rainfall

Tankered Waste	Is water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal to Council's wastewater system. (Domestic sewage discharged from house buses, caravans, buses and similar vehicles directly to Council-owned dump stations on Council's wastewater system.
Temporary Discharge	Means any discharge of an intermittent or short duration. Such discharges include the intermittent or short-term discharge of waste not provided for under an existing discharge consent.
Trade Premises	Includes: (a) Any premises used or intended to be used for any industrial or trade purpose; or (b) Any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes; or (c) Any other premises from which a contaminant is discharged in connection with any industrial or trade process. (d) Any other premises discharging other than Domestic Sewage; and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.
Trade Waste	Is any liquid, with or without matter in suspension or solution, that is or may be discharged only from a trade premises to the Council's wastewater system during any trade or industrial process or operation, or during any activity or operation of a like nature; and may include condensing or cooling waters; stormwater which cannot be practically separated, or domestic sewage.
Working Day	Has the same meaning as in section 5 of the Act.

1.4.1. Abbreviations

\$/kg	dollars per kilogram
\$/L/s	dollars per litre per second
\$/m ³	dollars per cubic metre
°C	degrees Celsius
ANZECC	Australian New Zealand Environment and Conservation Council
B	boron
CBOD ₅	Carbonaceous Biochemical Oxygen Demand
Br ₂	bromine
Cl	chlorine
CN	cyanide
Cfu	coliform forming units
COD	Chemical Oxygen Demand
DP	deposited plan
DS	dry solids
F	fluoride
FOG	fat and/or oil and/or grease

g/m ³	grams per cubic metre
GST	goods and services tax
H ₂ S	hydrogen sulphide
HAHs	halogenated aromatic hydrocarbons
HCHO	formaldehyde
HCN	hydrogen cyanide
Hr	hour
kg/day	kilogram per day
L	litre
L/s	litre per second
m ³	cubic metre
max.	maximum
MBAS	methylene blue active substances
MfE	Ministry for the Environment
mg/L	milligram per litre
mL/L	millilitre per litre
mm	millimetres
MSDS	material safety data sheets
N	nitrogen
NH ₃	ammonia
NH ₃ -N	ammoniacal nitrogen
P	phosphorus
PAHs	polycyclic (or polynuclear) aromatic hydrocarbons
PBBs	polybrominated biphenyls
PCBs	polychlorinated biphenyls
PH	measure of acidity/alkalinity
s	second
SO ₄	sulphate
SS	suspended solids
TOG	total fat, oil and grease
WC	water closet

- 1.4.2.** Words imputing the masculine gender include the feminine gender and the neuter gender
- 1.4.3.** Words imputing the singular number include the plural number, and words importing the plural number include the singular number.
- 1.4.4.** For the purposes of this bylaw the word "shall" refers to practices that are mandatory for compliance with the bylaw, while the word "should" refers to practices which are advised or recommended.
- 1.4.5.** The headings to the clauses of this bylaw shall not affect the construction thereof.

2. Compliance with the Bylaw

2.1. Control of Discharges

2.1.1. No person shall:

- (a) Discharge, or allow to be discharged, any trade waste into the Council's wastewater system except in accordance with the provisions of this bylaw; or
- (b) Discharge, or allow to be discharged, a prohibited trade waste into the Council's wastewater system; or
- (c) Add or permit the addition of condensing or cooling water to any trade waste which discharges into the Council's wastewater system unless specifically approved by the Council; or
- (d) Add or permit the addition of stormwater infiltration or inflow to any trade waste which discharges into the Council's wastewater system unless specifically approved by the Council; or
- (e) Use refuse or garbage grinders or macerators to dispose of solid waste from trade premises to the Council's wastewater system unless specifically approved by the Council.

2.1.2. (a) In the event of failure to comply with clause 2.1.1 (a) – (e) the Council may physically prevent discharge to the Council's wastewater system if a reasonable alternative course of action cannot be established with the discharging party or parties.

- (b) Failure to comply with clauses 2.1.1 (a) – (e) or to maintain control of the discharge, or of significant non-compliance with either this bylaw or a trade waste consent may result in a review of the consent. If a review is required, the pre-treatment system must be reviewed within a time specified by Council. As a result of the review, changes may be required to either the operation of the system or to the plant to achieve compliance. For grease traps the Council may require more regular emptying of the device or on further review, an upgrade of the system.

2.2. Storage, Transport, Handling and Use of Hazardous or Harmful Materials

- a) All persons on trade premises shall take all reasonable steps to prevent the entry of any of the materials listed in 2.2(c) of this bylaw from entry into the Council's wastewater system because of leakage, spillage or failure to take adequate precautionary measures.
- b) No person shall store, transport, handle or use, or cause to be stored, transported, handled or used any hazardous substance as defined by the Hazardous Substances and New Organisms Act or any of the materials listed in clause 2.2(c) in a manner that may cause the material to enter the Council's wastewater system.
- c) Materials referred to in clause 2.2 (a) and (b) are:

- (i) A product or waste containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials; or
- (ii) Likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous when mixed with wastewater; or
- (iii) Likely to be deleterious to the health and safety of humans or animals or be harmful to the Council's wastewater system.

3. Trade Waste Discharges and Consents

3.1. Restrictions on Discharge of Trade Waste

No person shall discharge, or cause to be discharged, a trade waste into the wastewater system except in accordance with the provisions of this bylaw.

3.2. Classification of Trade Waste Discharges

Trade waste discharges shall be classified as:

- (a) Permitted, in which case the Council may require that prior written consent (a 'controlled' consent) be obtained; or
- (b) Conditional, in which case the Council will require that prior written consent (a 'conditional' consent) be obtained; or
- (c) Prohibited, in which case the Council's consent for discharge will not be granted.

3.3. Obligation and Discretion of the Council

- a) No person shall be entitled to discharge trade waste into the wastewater system and the Council is not obliged to accept any trade waste.
- b) An application for the discharge of trade waste shall not be approved when the trade waste discharge contains, or is likely to contain, characteristics which are prohibited in accordance with Schedule 1B of this part of this bylaw

3.4. Formal Application

3.4.1. Every person who does, proposes to, or is likely to:

- a) Discharge into the Council's wastewater system any trade waste (either continuously, intermittently or temporarily); or
- b) Vary the characteristics of a consent to discharge that has previously been granted; or
- c) Vary the conditions of consent to discharge that has previously been granted; or
- d) Significantly change the method or means of pre-treatment for discharge under an existing consent.

shall complete an application in the prescribed form for the consent of the Council to the discharge of that trade waste, or to the proposed variations.

3.4.2. The Council reserves the right to deal with the owner as well as the occupier of any trade premises.

3.4.3. Where the trade premises produces trade waste from more than one area and discharges to more than one trade waste point of discharge, a separate application and description of Trade Waste and Premises shall be completed for each trade waste point of discharge. This applies whether or not the separate areas are part of a single or separate trade process.

3.4.4. The applicant shall ensure that any application and every other document conveying required information is properly executed. Any act done for, or on behalf of, the eventual consent holder (whether for reward or not) in making any such application shall be deemed to be an act of the consent holder.

3.4.5. The Council may require an application to be supported by an independent report/statement completed by a suitably experienced and external auditor to verify any or all information supplied by the applicant, and this may include any associated management plan.

3.4.6. Every application shall be accompanied by a trade waste application fee in accordance with the Council's schedule of rates and charges

3.5. Information and Analysis

3.5.1. On the receipt of any application for a trade waste consent to discharge from any premises or to alter an existing discharge the Council may:

- a) Require the applicant to submit any additional information which it considers necessary to reach an informed decision.
- b) Require the applicant to submit a management plan to the satisfaction of the Council.
- c) Have the discharge investigated and analysed as provided for in clauses 5.1 and 5.3 of this bylaw.

3.5.2. The Council shall notify the applicant of any requirement under clause 3.5.1 within 10 working days of receipt of the application.

3.6. Consideration of an Application

Within 20 working days of receipt of an application complying with this bylaw and/or all requirements under clause 3.5, whichever is the later, the Council shall, after considering the matters in clause 3.7, action one of the following in writing:

- (a) Grant the application as a permitted trade waste and inform the applicant of the decision by issuing the appropriate notice; or
- (b) Grant the application as a conditional trade waste discharge consent and inform the applicant of the decision and the conditions imposed on the discharge by issuing the appropriate notice of consent to the discharge; or
- (c) Decline the application and notify the applicant of the decision giving a statement of the reasons for refusal.

3.7. Consideration Criteria

In considering any application for a trade waste consent to discharge from any trade premises or tankered waste into the Council's wastewater system and in imposing any conditions on such a consent, the Council will take into consideration the quality, volume, and rate of discharge of the trade waste from such premises or tanker in relation to:

- (a) The health and safety of humans or animals or harm to the wastewater system.
- (b) The limits and/or maximum values for characteristics of trade waste as specified in Schedules 1A and 1B of this bylaw.

- (c) The extent to which the trade waste may react with other waste or foul water to produce settlement of solids, production of odours, accelerated corrosion or other deterioration of the wastewater system or other undesirable effects.
- (d) The flows and velocities in, and the material and construction of Council's wastewater system.
- (e) The capacities of Council's wastewater system.
- (f) The nature of the wastewater treatment process and the degree to which the trade waste is capable of being treated in the wastewater treatment works.
- (g) The timing and balancing of flows and loads into and within the wastewater system.
- (h) Enactments relating to:
 - (i) discharge of treated wastewater into land or receiving waters
 - (ii) disposal of sewage sludges
 - (iii) beneficial use of biosolids
 - (iv) discharges to the atmosphere
 - (v) National environmental standards, resource consents, discharge permits and water classifications
- (i) The effect of the trade waste discharge on the ultimate receiving environment.
- (j) The conditions applicable to resource consents for the wastewater system and the residuals from it.
- (k) The possibility of unscheduled, unexpected or accidental events and the degree of risk these could cause to humans, the wastewater system and the environment.
- (l) Consideration of other existing or future discharges.
- (m) Amenability of the trade waste to pre-treatment.
- (n) Existing pre-treatment works on the premises and the potential for their future use.
- (o) Cleaner production techniques and waste minimisation practices.
- (p) Requirements and limitations related to wastewater sludge disposal and reuse.
- (q) Control of stormwater.
- (r) Any management plan associated with a trade waste consent.

3.8. Conditions of Trade Waste Consent

A trade waste consent to discharge may be granted subject to such conditions that the Council may impose, including but not limited to:

- (a) The public sewer or sewers into which the discharge will be made.
- (b) The maximum daily volume, the maximum rate, and the duration of discharge.

- (c) The maximum limit or permissible range of any specified characteristics of the discharge, including concentrations, bacteriological limits, and/or mass limits determined in accordance with clause 4.2.
- (d) The period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made.
- (e) The degree of acidity or alkalinity of the discharge at the time of discharge.
- (f) The range of temperature of the trade waste allowed at the time of discharge.
- (g) The provision and maintenance by the consent holder at their own expense of screens, grease traps, silt traps or other pre-treatment works to control trade waste discharge characteristics to the consented levels.
- (h) The provision and maintenance by the consent holder at their own expense of inspection chambers, manholes or other apparatus or devices to provide reasonable access to drains for sampling and inspection.
- (i) The provision and maintenance by the consent holder at their own expense of a sampling, analysis and testing programme and flow measurement requirements.
- (j) The method or methods to be used for measuring flow rates and/or volume and taking samples of the discharge for use in determining the amount of trade waste charges applicable.
- (k) The provision and maintenance by the consent holder at their own expense of meters or devices that may be required to measure the volume or flow rate of any trade waste discharged from the premises, and for testing and validation of the meters by an independent expert third party.
- (l) The provision and maintenance by the consent holder at their own expense of services, (whether electricity, water or compressed air or otherwise), that may be required to operate meters and similar devices.
- (m) At times specified, the provision in the approved format by the consent holder to the Council of all flow and/or volume records and results of analyses pertaining to the trade waste permit.
- (n) The provision and implementation of a management plan.
- (o) Risk assessment of damage to the environment in the event of accidental discharge of a chemical.
- (p) Waste minimisation and management.
- (q) Cleaner production techniques.
- (r) Remote control of discharges.
- (s) Third party treatment, carriage, discharge or disposal of by-products of pre-treatment of trade waste (including sewage sludge disposal).

- (t) Requirement to provide a bond or insurance in favour of the Council where failure to comply with the consent could result in damage to the Council's wastewater system or could result in the Council being in breach of any statutory obligation.
- (u) Remote monitoring of discharges.

3.9. Duration

3.9.1. Permitted Discharges

- (a) A controlled trade waste discharge consent shall remain in force until:
 - (i) It is cancelled under clause 3.11; or
 - (ii) The quantity and nature of the discharge changes significantly; or
 - (iii) If in the opinion of the Council, the discharge changes or is likely to change to such an extent that it becomes a conditional trade waste discharge or prohibited trade waste discharge in accordance with clause 3.2; or
 - (iv) The Council changes the trade waste management procedures by amendment of the conditions provided for in clause 3.8 or any amendment to, or replacement of this bylaw; or
 - (v) The conditions on resource consents held by the Council issued under the Resource Management Act 1991 for the wastewater system and the residuals from it change.
- (b) After consultation with the Council regarding its requirements, the consent holder shall apply within 10 working days of the aforesaid change occurring for a conditional trade waste consent, in accordance with clause 3.4 of this part of the bylaw. No discharge of trade waste shall take place until the application for a conditional trade waste consent is approved.

3.9.2. Conditional Discharges

Subject to the provisions of clause 3.7 and 3.8, a consent for conditional discharge of trade waste shall be issued for a period determined by the Council subject to the following conditions:

- (a) A conditional trade waste consent may be issued for a period not exceeding five years to a consent holder who at the time of application satisfies the Council that the:
 - (i) (A) Nature of the trade activity; or
 - (B) Process design; and/or
 - (C) Management of the Premises.

are such that the consent holder has a demonstrated ability to meet the conditions of the consent during its term.

and/or

- (ii) (A) Cleaner production techniques are currently being successfully utilised on the premises, or
- (B) A significant and substantial investment in cleaner production equipment or techniques is being made.

and/or

- (iii) Significant and substantial investment in pre-treatment facilities has been made to the extent that a longer period of certainty for the amortizing of this investment is considered reasonable.
- (b) Unless issued in accordance with clause 3.9.2 (a), a conditional trade waste discharge consent shall not be issued for longer than two years.
- (c) A new application for a conditional trade waste discharge consent shall be made by the consent holder when
 - (i) The holder of the consent or
 - (ii) The owner of the premises or
 - (iii) The use of the consent changes
- (d) When the conditions on resource consents for the wastewater system and the residuals from it change, the Council may review the conditional trade waste discharge consent.

3.9.3 The Council may review the conditions of a trade waste consent from time to time for one or more of the following reasons:

- (a) Failure to comply with the conditions of the consent.
- (b) Considerations relating to the Council's resource consents for the wastewater system.
- (c) Considerations relating to the Council's environmental policies and the intended objectives and outcomes.
- (d) New control and treatment technologies and processes that are implemented by the Council.
- (e) Any of the considerations outlined in clause 3.7.
- (f) Considerations relating to the Council's legal obligations that affect the conditions of a trade waste discharge consent.

3.10. Technical Review and Variation

3.10.1 The Council at any time may require a person undertaking a permitted discharge to apply for a consent in accordance with clause 3.9.1 of this bylaw.

3.10.2 The Council may at any time during the term of a trade waste consent, by written notice to the consent holder (following a reasonable period of consultation), vary any condition to such an extent as the Council considers necessary following a review of changes to the technical issues considered when setting conditions of consent. Such review shall be due to

new information becoming available or to meet any new resource consent imposed on the discharge from the Council's treatment plant, or to comply with any other legal requirements imposed on the Council.

3.10.3 A consent holder may at any time during the term of a consent, by written application to the Council, seek to vary any condition of consent, as provided for in clause 3.8 of this bylaw.

3.11. Cancellation of the Right to Discharge

3.11.1 Suspension or Cancellation on Notice

The Council may suspend or cancel any consent or right to discharge at any time following 20 working days' notice to the consent holder or person discharging any trade waste:

- (a) For the failure to:
 - (i) comply with any condition of the consent.
 - (ii) maintain effective control over the discharge.
 - (iii) limit in accordance with the requirements of a trade waste discharge consent the volume, nature, or composition of trade waste being discharged.
 - (iv) provide, and when appropriate, update a management plan as required for a conditional trade waste disposal consent.
 - (v) Follow the management plan provisions at the time of an unexpected, unscheduled or accidental occurrence.
 - (vi) Pay any charges under this bylaw.
- (b) In the event of any negligence which, in the opinion of the Council, threatens:
 - (i) The safety of the wastewater system.
 - (ii) To cause damage to any part of the wastewater system or the treatment plant.
 - (iii) The health and safety of humans or animals.
- (c) If an occurrence happens that, in the opinion of the Council:
 - (i) Poses a serious threat to the environment.
 - (ii) Renders it necessary in the public interest to cancel the right to discharge.
- (d) Causes a breach of a resource consent held by the Council issued under the Resource Management Act 1991.

3.11.2 Cancellation Timeframes

- (a) Before taking any steps envisaged in clause 3.11.1 the Council shall give 20 working days written notice of its intention to the holder of a trade waste discharge consent or a right to discharge trade waste. During the notice period provided for in this clause the Council may enter into discussion with the holder of the trade waste discharge consent or the right to discharge trade waste affected by the notice to rectify the defect or to take steps to ensure compliance with the Council's requirements to the Council's satisfaction.

- (b) If any process changes require more than 20 working days, reasonable time may be given to rectify the defects or comply with the Council's requirements.

3.11.3 Summary Cancellation

Notwithstanding the requirements of clause 3.11.1 and 3.11.2, a trade waste discharge consent or discharge may at any time be summarily cancelled or stopped by the Council by giving to the consent holder or person discharging written notice of summary cancellation if:

- (a)
 - (i) a prohibited substance is discharged; or
 - (ii) trade waste is unlawfully discharged from that person's premises; or
- (b) The continuance of discharge, in the opinion of the Council:
 - (i) may be a threat to the environment or public health.
 - (ii) may result in a breach of a resource consent held by the Council in accordance with the Resource Management Act 1991; or
 - (iii) puts at risk the ability of the Council to comply with conditions of a resource consent issued to it in accordance with the Resource Management Act 1991 or requires identified additional treatment measures or costs to avoid a breach of a resource consent; or
- (c) The Council is lawfully directed to terminate the consent summarily.

4. Trade Waste Approval Criteria

4.1. Pre-Treatment

- (a) The Council may consent to a trade waste discharge subject to the provision of an appropriate pre-treatment system to enable the person discharging trade waste to comply with this bylaw.
- (b) The pre-treatment system shall be provided, operated and maintained by the person discharging the trade waste at their own expense.
- (c) Except with the prior written consent of the Council, a person shall not use refuse or garbage grinders or macerators to dispose of solid waste from the trade premises to the wastewater system.
- (d) Except with the prior written consent of the Council, a person shall not add or permit the addition of any potable, condensing, cooling, infiltration or storm water to the trade waste stream to vary the level of any characteristics of the waste.
- (e) The minimum operational volume for grease traps shall be 1000L. Increased volume may be required based on size of sinks and residence time.
- (f) The size of the pre-treatment system must be suitably designed to comply with Council guidelines and for the type of business. Upgrade of an existing system may be required to accommodate increased productivity, a change of discharge type or type of food production.
- (g) The pre-treatment system must have an adequate inspection point upstream and downstream of the pre-treatment system. For grease traps this must be within 0.5m unless specifically authorised by Council.
- (h) There must be a fixed bucket trap installed on all waste lines in a food premises with grease traps.
- (i) There must be sufficient space around the pre-treatment system to allow for servicing in situ.
- (j) All sinks, lines, floor drains, or points of entry into the system that may be used for or contain trade waste from processing must go through the pre-treatment system.

4.2 Mass Limits

- (a) A conditional trade waste discharge consent may impose controls on trade waste discharged by specifying mass limits for one or more characteristics of the trade waste.
- (b) Unless approved otherwise by the Council, a characteristic permitted by mass limit shall also have its maximum concentration limited to the value scheduled.
- (c) When setting mass limit allocations for a particular characteristic the Council shall consider:

- (i) The operational requirements of and risk to the wastewater system, and risks to occupational health and safety, public health, and the ultimate receiving environment.
- (ii) Whether or not the levels proposed pose a threat to the planned or actual beneficial reuse of biosolids or sewage sludge.
- (iii) Conditions in the wastewater system near the trade waste discharge point and elsewhere in the wastewater system.
- (iv) The extent to which the available industrial capacity was used in the last financial period and is expected to be used in the forthcoming period.
- (v) Whether or not the applicant uses cleaner production techniques within a predetermined period to the satisfaction of the Council.
- (vi) Whether or not there is any net benefit to be gained by the increase of one characteristic concurrently with the decrease of another to justify any increased application for industrial capacity.
- (vii) Any requirements of the Council to reduce the pollutant discharge of the wastewater system.
- (viii) How great a proportion the mass flow of a characteristic of the discharge will be of the total mass flow of that characteristic in the wastewater system.
- (ix) The total mass of the characteristic allowable in the wastewater system, and the proportion (if any) to be reserved for future allocations.
- (x) Whether or not there is an interaction with other characteristics which increases or decreases the effect of either characteristic on the public sewer reticulation, treatment process, or receiving water (or land).

4.3 Servicing Agreements

- (a) A service agreement confirming an agreement between the occupier and a service agent for the term of the consent must be provided to Council with the application for a trade waste consent. This must be provided with new and renewal applications for trade waste consent.
- (b) The occupier must have a Council approved cleanout schedule.
- (c) The minimum cleanout frequency is three months unless the occupier can demonstrate, to the satisfaction of Council, that less frequent cleanout will comply with limits in the bylaw and their trade waste consent.

5. Sampling, Testing and Monitoring

5.1. Flow Metering

5.1.1 Flow metering may be required by the Council:

- (a) On discharges when there is not a reasonable relationship between a metered water supply to the premises, and the discharge of trade waste.
- (b) When the Council will not approve a method of flow estimation.
- (c) When the discharge represents a significant proportion of the total flow and/or load received by the Council into its wastewater system. Significance will be decided by Council based on pipe network and treatment and discharge capacities. For guidance, any flow and/or load exceeding 2.5 m³/day may be considered significant.

Where flows are estimated at over 2.5 m³/day and there is uncertainty over the relationship between water inflow and trade waste discharged, an outflow meter must be installed.

5.1.2 The consent holder shall be responsible for the supply, installation, reading and maintenance of any meter required by the Council for the measurement of the rate or quantity of discharge of trade waste. These devices shall be subject to the approval of the Council but shall remain the property of the consent holder.

5.1.3 Records of flow and/or volume shall be available for inspection at any time by the Council and shall be submitted to the Council at prescribed intervals by the consent holder in a format approved by the Council.

5.1.4 Meters shall be:

- (a)
 - (i) located in a position approved by the Council
 - (ii) provide the required degree of accuracy; and
 - (iii) readily accessible for reading and maintenance
- (b) Located in the correct position according to the manufacturer's installation instructions.

5.1.5 (a) The consent holder shall arrange for in situ calibration and verification of the flow metering equipment and instrumentation by a person and method approved by the Council upon installation and at least once a year thereafter to ensure its performance.

- (b) The meter accuracy shall be no more than $\pm 10\%$ but with no greater deviation from the previous meter calibration of $\pm 5\%$.
- (c) A copy of independent certification of each calibration result (verification) shall be submitted by the consent holder to the Council.

5.1.6 Should any meter, after being calibrated, be found to have an error greater than that specified in clause 5.1.5(b) as a repeatable measurement, the Council may make an

adjustment in accordance with the results shown by such tests backdated for a period at the discretion of the Council, but not exceeding twelve months, and the consent holder shall pay or be credited a greater or lesser amount according to such adjustment.

5.2 Estimating Discharge

5.2.1 Where no meter or similar apparatus is warranted, the Council may require that a percentage of the water supplied to the premises, or other basis that it deems reasonable, be used for estimating the rate or quantity of flow for the purposes of charging.

5.2.2 (a) When a meter is inoperative or removed, the Council shall estimate the discharge for the period since the previous reading of such meter, based on the average of the previous 12 months charged to the person discharging trade waste and that person shall pay according to such estimate.

(b) When there are large variations of discharge due to seasonal or other causes and the average of the previous 12 months is an unreasonable estimate of the discharge, the Council may take into consideration other evidence for the purpose of arriving at a reasonable estimate, and the person discharging shall pay according to such an estimate.

5.2.3 Where in the opinion of the Council a meter has been tampered with, the Council, without prejudice to the other remedies available, may declare the reading void and estimate discharge as provided for in clause 5.2.2.

5.3 Sampling and Analysis

5.3.1 When determined by Council sampling, testing and monitoring may be undertaken to determine:

(a) If a discharge complies with the provisions of this bylaw.

(b) If a discharge is to be classified as controlled, conditional, or prohibited, refer to clause 3.2.

(c) If a discharge complies with the provisions of Schedule 1A for permitted discharge and any consent to discharge.

(d) What trade waste consent charges are applicable to that discharge.

5.3.2 The taking, preservation, transportation and analysis of the sample shall be undertaken by an authorised officer or agent of the Council, or the person discharging in accordance with accepted industry standard methods, or by a method specifically approved by the Council. The trade waste consent holder shall be responsible for all reasonable costs. Where a dispute arises as to the validity of the methods or procedures used for sampling or analysis, the dispute may be submitted to a mutually agreed independent arbitrator.

5.3.3 All authorised officers or authorised agents of the Council, or any analyst, may enter any premises believed to be discharging trade waste at any time to determine any characteristics of any actual or potential discharge by:

- (a) taking readings and measurements
- (b) carrying out an inspection; and/or
- (c) taking samples for testing, of any solid, liquid, or gaseous material or any combination or mixture of such materials being discharged.

Authorisation for entry to premises is given under the Act. Entry will follow the health and safety requirements of any site.

5.4 Monitoring

5.4.1 Monitoring for Compliance

The Council is entitled to monitor and audit any trade waste discharge for compliance. Whether for a conditional trade waste discharge or a conditional consent trade waste discharge, monitoring may be carried out and may include, without limitation, all or any of the following:

- (a) The Council or its authorised agent will take the sample and arrange for this sample to be analysed in an approved laboratory by agreed/approved analytical methods.
- (b) The sampling procedure will be appropriate to the trade waste and the analysis.
- (c) The Council will audit the sampling and analysis carried out by a self-monitoring trade waste consent holder. Analysis will be performed by an approved laboratory. Inter-laboratory checks are to be part of this process.
- (d) The Council will audit the sampling and analysis carried out by an analyst. Analysis will be performed by an approved laboratory. Inter-laboratory checks are to be part of this process.
- (e) The Council will audit the trade waste consent conditions including any management plans.
- (f) If the discharge does not meet the criteria in the bylaw or in the trade waste consent, the consent holder must adjust the discharge to meet the criteria.

At the discretion of the Council all costs of monitoring shall be met by the discharger either through direct payment to the laboratory or to the Council.

5.4.2 Sampling Methodology

Normally a single grab or composite sample is sufficient. If required by Council, the grab or composite sample shall be split equally into three as follows:

- (a) One portion of the sample goes to the trade waste discharger for appropriate analysis and/or storage.
- (b) A second portion of the sample shall be analysed at a laboratory approved by the Council.
- (c) A third portion of the sample is retained by the Council for 20 working days for additional analysis if required.

Due consideration will be applied to any changes that could occur in retained Trade Waste samples and provisions to mitigate against changes will be adopted where practicable.

In all cases the samples shall be handled in an appropriate manner such that the characteristics being tested for are, as far as reasonably possible, preserved.

All samples shall be preserved, handled, transported and delivered to an approved laboratory according to best practice and approved standards.

5.5 Tankered Wastes

Any person discharging tankered wastes to Council's wastewater system shall hold an annual consent from Council.

Tankered wastes shall only be discharged into the anaerobic lagoon at Council's wastewater treatment plant.

Consent holders shall maintain their equipment and operations in full compliance with the Liquid and Hazardous Wastes Code of Practice.

Fees and charges will be annually reviewed and set by Council. Those fees and charges will be based on the costs to Council of receiving, storing and treating tankered wastes and of disposal of the resulting solids and liquids.

Tankered wastes shall only include one or more of the following:

- (a) Domestic septic tank or holding tank wastes.
- (b) Stock truck effluent.
- (c) Materials from trade waste pre-treatment.

Any person illegally disposing of, or causing to be disposed, tankered waste either by incorrect disclosure of contents (characteristics and/or amount) or dumping into the Council's wastewater system other than at the prescribed location will be in breach of the bylaw.

6. Bylaw Administration

6.1. Review of Decisions

If any person is dissatisfied with any decision by an authorised officer made under this bylaw, that person may, by notice delivered to the Chief Executive Officer of the Council not later than 20 working days after the decision by the authorised officer is served upon that person, request the Chief Executive Officer to review any such decision and such a decision shall be final.

Nothing in this clause shall affect any right of appeal under the Act.

6.2. Incidents and Non-Compliance

The person discharging shall inform the Council immediately on discovery of any incident including spills or process mishaps which may cause a breach of this bylaw. In the event of any incident occurring when the person holds a conditional consent, the Council may review the consent under clause 3.10. Council may require the consent holder, within 20 working days of the date such requirement is notified to the consent holder in writing, to review the contingency management procedures and submit a revised management plan for approval.

In the event of an incident occurring on the premises of a permitted discharge, the Council may require the person discharging to apply for a conditional consent.

6.3. Dispensing Power

6.3.1 Where in the opinion of the Council full compliance with any of the provisions of this bylaw would needlessly or injuriously affect any person, or the course or operation of the business of, or be attended with loss or inconvenience to any person without any corresponding benefit to the community, the Council may, on the special application of that person, dispense with the full compliance with the provisions of this bylaw; provided that any other terms or conditions (if any) that Council may deem fit to impose shall be complied with by that person.

6.3.2 The Council may, after consideration of any representation by affected persons and if in its opinion it is justified, extend, withdraw or amend the dispensation granted in terms of clause 6.3.1.

6.3.3 Except if expressly granted otherwise, the dispensation by the Council in terms of clause 6.3.1 shall only be applicable to the person it is granted to and shall be restricted to the particular issue considered by the Council. Any such dispensation will not constitute a justification for the breach of the provisions of this bylaw outside the expressed terms of the dispensation.

6.4 Charges and Payments

6.4.1 Charges

The Council may recover fees and charges in accordance with Section 150 of the Act. Schedule 1C outlines a regime of possible charges.

6.4.2 Invoicing

All charges determined in accordance with clause 6.4.1 of this bylaw shall be invoiced in accordance with the Council's standard commercial practice.

The invoice shall provide each person discharging with a copy of the information and calculations used to determine the extent of any charges and fees due regarding a discharge.

6.4.3 Cease to Discharge

The person discharging shall be deemed to be continuing the discharge of trade waste and shall be liable for all charges until notice of disconnection is given.

6.4.4 Failure to Pay

All fees and charges payable under this bylaw shall be recoverable as a debt. If the person discharging fails to pay any fees and charges under this bylaw the Council may cancel the right to discharge in accordance with clause 3.11 of the bylaw.

6.4.5 Recovery of Costs

The Council may recover costs under the Act relating to section 150 and section 151, for wilful damage or negligent behaviour (section 175 of the Act) and remedying damage arising from breach of this bylaw (section 176 of the Act).

6.5 Authorised Officers

6.5.1 All authorised officers of the Council, or other persons authorised under section 174 or section 177 or paragraph 32 of schedule 7 of the Act, shall possess and produce on request warrants of authority and evidence of identity.

6.5.3 Any authorised officer may at any reasonable time enter any premises believed to be discharging trade wastes to determine any characteristic of any discharge by:

- (a) Taking readings and measurements; or
- (b) Taking samples or any solids, liquids or gaseous material or any combination or mixtures of such materials being discharged; or
- (c) Observing incident occurrences and clean-up.

6.5.4 The extent and level of delegation to authorised officers will be in accordance with the Council's register of statutory delegations and warrants.

6.5.5 Authorisation for entry to premises is given under the Act. Entry shall comply with the health and safety requirement for any particular site.

6.6 Rights and Responsibilities

6.6.1 A trade waste consent to discharge will only be issued in the name of the given consent holder. This will allow that consent holder to discharge trade waste to the Council wastewater system. The consent holder shall not, unless written approval is obtained from the Council:

- (a) Transfer to any other party the rights and responsibilities provided for under this bylaw, and under the consent.
- (b) Allow a point of discharge to serve another premises, or the private drain to that point to extend by pipe or any other means to serve another premises.
- (c) In particular and not in limitation of the above, allow wastewater from any other party to be discharged at their point of discharge.

6.6.2 Issue of a trade waste consent on change of ownership of premises shall not be unreasonably withheld if the characteristics of the trade waste remain unchanged.

6.6.3 The person discharging shall give 48 hours' notice in writing to the Council of their requirement for disconnection of the discharge connection and/or termination of the discharge consent, except where demolition or relaying of the discharge drain is required, in which case the notice shall be within seven working days. The person discharging shall notify the Council of the new address details for final invoicing.

On permanent disconnection and/or termination the person discharging may at the Council's discretion be liable for trade waste charges to the end of the current charging period.

6.6.4 When a person discharging ceases to occupy premises from which trade wastes are discharged into the Council wastewater system any consent granted shall terminate but without relieving the person discharging from any obligations existing at the date of termination.

6.7 Service of Documents

6.7.1 Delivery or Post

Any notice or other document required to be given, served or delivered under this bylaw to a person discharging may (in addition to any other method permitted by law) be given or served or delivered by being:

- (a) Sent by postal mail, courier or email to the person discharging at the person discharging's last known place of residence or business.
- (b) Sent by postal mail, courier or email, or email to the person discharging at any address for service specified in a consent to discharge.
- (c) Where the person discharging is a body corporate, sent by postal mail, courier or email to that person or left at its registered office.
- (d) Personally served on the person discharging.

6.7.2 Service

If any notice or other document is:

- (a) Sent by post it will be deemed received on the first day (excluding weekends and public holidays) after posting.
- (b) Sent by courier and the courier obtains a receipt or records delivery on a courier run sheet, the receipt or record of delivery on a courier run sheet will be prima facie evidence that the communication was received by the addressee at the time indicated on the receipt or courier run sheet, or left at a conspicuous place at the trade premises or is handed to a designated person(s) nominated by the consent holder then that shall be deemed to be service on, or delivery to the consent holder at that time.

6.7.3 Signature

Any notice or document to be given, served or delivered shall be signed by an authorised officer.

6.8 Offences

6.8.1 Every person or consent holder or owner or occupier of trade premises who:

- (a) fails to comply with or acts in contravention of any provision of this bylaw
- (b) breaches the conditions of any Consent to discharge granted pursuant to this bylaw
- (c) fails to comply with a notice served under this bylaw

commits an offence under section 239 of the Act and is liable to a fine as specified in section 242 of the Act, or the issue of an Infringement notice under section 245 of the Act.

6.8.2 In all cases the Council may recover costs associated with damage to the Council's wastewater system and/or breach of this bylaw in accordance with section 175 and section 176 of the Act respectively.

THE COMMON SEAL OF KAIKOURA DISTRICT COUNCIL WAS HERETO AFFIXED PURSUANT TO A RESOLUTION PASSED AT A MEETING OF THE KAIKOURA DISTRICT COUNCIL HELD ON 27 JULY 2022.

ALL PROVISIONS OF THIS BYLAW OTHER THAN THOSE WHICH SPECIFICALLY RELATE TO THE HOLDING OF TRADE WASTE CONSENTS SHALL TAKE EFFECT FROM 8 AUGUST 2022. ALL OTHER PROVISIONS OF THE BYLAW SHALL TAKE EFFECT FROM 1 JULY 2023.

----- MAYOR

----- CHIEF EXECUTIVE

SCHEDULE 1A - PERMITTED DISCHARGE CHARACTERISTICS

1A.1 Introduction

- 1A1.1 The nature and levels of the characteristics of any trade waste discharged to the Council's sewer system shall always comply with the following requirements, except where the nature and levels of such characteristics are varied by the Council as part of a conditional approval to discharge a trade waste.
- 1A1.2 The Council will take into consideration the combined effects of trade waste discharges and may make any modifications to the following permitted characteristics for individual discharges that the Council believes are appropriate
- 1A1.3 Mass limits for characteristics in tables 1A.1, 1A.2 and 1A.3 may be applied by the Council as required, refer clause 4.2 of the bylaw.
- 1A1.4 The nature and levels of any characteristic may be varied by Council to meet any new or changed resource consents or other legal requirements imposed on the Council, refer to 3.9 of the bylaw.

1A.2 Physical Discharge Characteristics

1A2.1 Flow

- (a) The 24-hour flow volume shall be less than 5 m³.
- (b) The maximum instantaneous flow rate shall be less than 2.0 L/s.

1A2.2 Temperature

The temperature shall not exceed 35°C.

1A2.3 Solids

- (a) Non-faecal gross solids shall have a maximum dimension which shall not exceed 15 mm.
- (b) The suspended solids content shall not exceed 500 g/m³
- (c) The settleable solids content shall not exceed 50 mL/L
- (d) The total dissolved solids concentration in any trade waste shall be subject to the approval of the Council having regard to the volume of the waste to be discharged, and the ability of the wastewater system to accept such waste
- (e) Fibrous, woven, sheet film or any other materials which may adversely interfere with free flow in the wastewater system or treatment plant shall not be present

1A.2.4 Oil and grease

- (a) There shall be no free or floating layer.
- (b) Emulsified oil, fat or grease shall not exceed 50 g/m³ as petroleum ether extractable matter when the emulsion is unstable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw sewage throughout the range of pH 4.5 to pH 10.0.

1A2.5 Solvents and other organic liquids

There shall be no free layer (whether floating or settled) of solvents or organic liquids

1A.2.6 Emulsions of paint, latex, adhesive, rubber, plastic

- (a) Where such emulsions are not treatable these may be discharged into the sewer subject to the total suspended solids not exceeding 500 g/m³ or the concentration agreed with the Council.
- (b) The Council may determine that the need exists for pre-treatment of such emulsions if they consider that trade waste containing emulsions unreasonably interferes with the operation of Council's treatment plant.
- (c) Such emulsions of both treatable and non-treatable types shall be discharged to the sewer only at a concentration and pH range that will not cause coagulation or blockage in the public sewer.

1A2.7 Radioactivity

Radioactivity levels shall not exceed National Radiation Laboratory Guidelines

1A2.8 Colour

No waste shall have colour or colouring substance that causes the discharge to be coloured to the extent that it impairs treatment processes or compromises Council's discharge consents.

1A.3 Chemical Characteristics

1A3.1 pH value

- (a) The pH shall be always between 6.0 and 10.0.
- (b) If the trade waste does not meet the criteria in the bylaw or in the trade waste consent, the discharge must be pH adjusted to meet the criteria.

1A3.2 Organic strength

The Biochemical Oxygen Demand of any permitted waste shall not exceed 400 g/m³.

1A.4 Bacteriological Characteristics

1A4.1 Maximum concentrations

The maximum concentrations permissible for the chemical characteristics of a permitted discharge are set out in Tables 1, 2 and 3.

Table 1 – General Chemical Characteristics
(Mass limits may be imposed, refer to 4.2)

Characteristic	Maximum Concentration (g/m ³)
MBAS (Methylene blue active substances)	500
Ammonia (measured as N)	
– free ammonia	50
– ammonium salts	200
Kjeldahl nitrogen	150
Total phosphorus (as P)	50
Sulphate (measured as SO ₄)	500
Sulphite (measured as SO ₂)	15
Sulphide – as H ₂ S on acidification	5
Chlorine (measured as Cl ₂)	
– free chlorine	5
– hypochlorite	30
Dissolved aluminium	100
Dissolved iron	100
Boron (as B)	25
Bromine (as Br ₂)	5
Fluoride (as F)	30
Cyanide – weak acid dissociable (as CN)	5

Table 2 – Heavy Metals
(Mass limits may be imposed, refer to 4.2)

Metal	Maximum Concentration (g/m ³)	Metal	Maximum Concentration (g/m ³)
Antimony	10	Manganese	20
Arsenic	5	Mercury	0.004
Barium	10	Molybdenum	10
Beryllium	0.005	Nickel	10
Cadmium	0.5	Selenium	10
Chromium	2	Silver	2
Cobalt	10	Thallium	10
Copper	0.2	Tin	20
Lead	0.2	Zinc	2

Note: The concentration for chromium includes all valent forms of the element. Chromium (VI) is more toxic than chromium (III), and for a discharge where chromium (III) makes up a large proportion of the characteristic, higher concentration limits may be imposed.

Table 3 – Organic Compounds and Pesticides
(Mass limits may be imposed, refer to 4.2)

Compound	Maximum Concentration (g/m³)
Formaldehyde (as HCHO)	50
Phenolic compounds (as phenols) excluding chlorinated phenols	50
Chlorinated phenols	0.02
Petroleum hydrocarbons	30
Halogenated aliphatic compounds	1
Monocyclic aromatic hydrocarbons	5
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05
Halogenated aromatic hydrocarbons (HAHs)	0.002
Polychlorinated biphenyls (PCBs)	0.002
Polybrominated biphenyls (PBBs)	0.002 each
Pesticides (general) (includes insecticides, herbicides, fungicides and excludes organophosphate, organochlorine, and any pesticides not registered for use in New Zealand)	0.2 in total
Organophosphate pesticides	0.1
Organochlorine pesticides	0.01

SCHEDULE 1B - PROHIBITED CHARACTERISTICS

1B.1 Introduction

This schedule defines prohibited trade wastes

1B.2 Prohibited Characteristics

1B.2.1 Any discharge has prohibited characteristics if it has any solid liquid or gaseous matters or any combination or mixture of such matters which by themselves or in combination with any other matters will immediately or in the course of time:

- (a) Interfere with the free flow of wastewater in Council's wastewater system.
- (b) Damage any part of the Council's wastewater system.
- (c) In any way, directly or indirectly, cause the quality of the treated wastewater or residual biosolids and other solids from Council's wastewater treatment plant to breach the conditions of a consent issued under the Resource Management Act, or water right, permit or other governing legislation.
- (d) Prejudice the health and safety of humans.
- (e) After treatment, be toxic to fish, animals or plant life in the receiving waters.
- (f) Cause malodorous gases or substances to form or be released which are of a nature or sufficient quantity to create a public nuisance or breach the conditions of a consent issued under the Resource Management Act.

1B.2.2 A discharge has prohibited characteristics if it has any characteristic which exceeds the concentration or other limits specified in Schedule 1A unless specifically approved for that consent.

1B.2.3 A discharge has a prohibited characteristic if it has any amount of:

- (a) Harmful solids, including dry solid wastes and materials which combine with water to form a cemented mass.
- (b) Liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in Schedule 1A), calcium carbide, and any other material which can give rise to fire or explosion hazards either spontaneously or in combination with wastewater.
- (c) Asbestos.
- (d) The following organo-metal compounds:
 - Tin (as tributyl and other organotin compounds)
- (e) Genetic wastes, as follows:

All wastes that contain or are likely to contain material from a genetically modified organism that is not in accordance with an approval under the Hazardous Substances and New Organisms Act. The material concerned may be from premises where the genetic modification of any organism is conducted or where a genetically modified organism is processed.

- (e) Any health care waste prohibited for discharge to a wastewater system by NZS 4304 or any pathological or histological wastes.
- (f) Radioactivity levels in excess of the National Radiation Laboratory Guidelines.

SCHEDULE 1C - TRADE WASTE CHARGES

Fees and charges are set by Council resolution. This will be done through the Annual Plan or other similar process in accordance with the Act.

In the following table Council states what categories they will charge, or may charge, under the tenure of this bylaw.

Table 4 – Rates and Charges

A. Administrative Charges	
Category	Description
A1 Compliance monitoring	The cost of sampling and analysis of trade waste discharges.
A2 Trade waste application fee	Payable on an application for a trade waste discharge.
A3 Reinspection fee	Payable for each reinspection visit by the Council where a notice served under this bylaw has not been complied with by the trade waste discharger.
A4 Special rates for loan charges	Additional rates for servicing loans raised for the purposes of constructing or improving the Council wastewater system.
A5 Temporary discharge fee	Payable prior to receipt of temporary discharge.
A6 Annual trade waste charges	<p>An annual management fee for a trade waste discharge to cover the Council's costs associated with:</p> <ul style="list-style-type: none"> (a) Administration (b) General compliance monitoring (c) General inspection of trade waste premises (d) Access to and use of the Council wastewater system <p>This charge may vary depending on the trade waste sector and category of the discharger.</p>

B. Trade Waste Charges	
Category	Description
B1 Volume	Payment based on the volume discharged \$/m ³
B2 Solids	Payment based on the mass of screenable and suspended solids \$/kg
B3 Organic loading	Biochemical oxygen demand or chemical oxygen demand \$/kg

C. Tankered Waste Charges

C1 Tankered Wastes	Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category
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SYSTEM OF CHARGING IN RESPECT OF VOLUME AND STRENGTH OF TRADE WASTES AND SPECIAL WASTES

1. Trade waste producers will be charged based on the actual cost involved in receiving, transporting and treating the trade wastes received by Council into the wastewater network and/or the treatment plant and of discharging the resulting liquids and solids.
2. The total cost to Council of receiving, conveying, treating and disposing of wastewater and other wastes from within its district is made up of capital, maintenance, operating consumables, labour and administration costs.
3. The costs for each discharger are apportioned according to the estimated volume, total suspended solids (TSS) content and 5 day Biochemical Oxygen Demand (BOD₅) of that trade waste discharge assessing associated costs for each which are then summed.
4. Charges in respect of volume of trade wastes shall be based on either the measured volume discharged from the premises, or the volume estimated from the measured volume of water entering the premises during the period corresponding most closely with each financial year, deducting from this volume the likely amount discharged as domestic sewerage.
5. Pursuant to Clause 3 the occupier shall also be levied all reasonable costs incurred by Council to measure the discharge volume or characterise the discharge.
6. Where the trade waste charge calculated is less than the sewerage charge rates which would be applicable to this property, the sewerage charge rates shall apply.
7. Council reserves the right to amend this trade waste charging system as required to recover actual costs relating to the wastewater system.

Report to:	Council	File #
Date:	27 July 2022	
Subject:	Road Naming – Subdivision at Inland Kaikoura Road	
Prepared by:	Kerry Andrews – Policy Planner	
Input sought from:	Matt Hoggard – Strategy, Policy and District Plan Manager	
Authorised by:	Murray Dickson – Senior Manger Corporate Services	

1. SUMMARY

As a result of subdivision at Inland Kaikoura Road, three new road names are required.

It is understood that the developer approached Te Runanga ō Kaikōura (TRoK) with suggested names. Following consideration of alternatives, TRoK suggested three road names. A recent Council workshop discussed these, and also an alternative.

This report seeks Council's decision.

2. RECOMMENDATION

THAT the Council:

(a) **Notes** this report including background to the potential names for the three new roads that will be created as a result of subdivision of 69 Inland Kaikoura Road.

(b) Resolves to allocate the following road names:

- i. **Ruararangi Lane** – Lane heading Eastward
- ii. **Te Ao Wharepapa Drive** – lane heading Southward

And either:

- iii. **Tuteurutira Road** – Road coming off Inland Kaikoura Road

OR

- iii. **Elms Road** – Road coming off Inland Kaikoura Road

3. BACKGROUND

3.1 Road Naming Process

Following the August 2005 Council meeting the Biodiversity Officer was requested to compile a list of native Flora and Fauna of the Kaikoura District in order to assist Council in street naming. Since this time a review of the New Zealand Geographic Board Act has occurred. A review of the 1946 Act began in 2003, where Government decided to replace that Act with new legislation that modernised official place naming and the Board's role and jurisdiction. The New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008 was the result of the review.

This act recognises that names should provide the means for appropriate recognition to be accorded to cultural and heritage values associated with geographic features.

Given this national direction Kaikoura District Council staff have required developers to consult with Te Runanga o Kaikoura on road naming prior to Council approval.

3.2 Location

The subdivision is at 69 Inland Kaikoura Road proposes 21 new allotments. The subdivision is within the rural zone as identified by the Kaikoura District Plan.

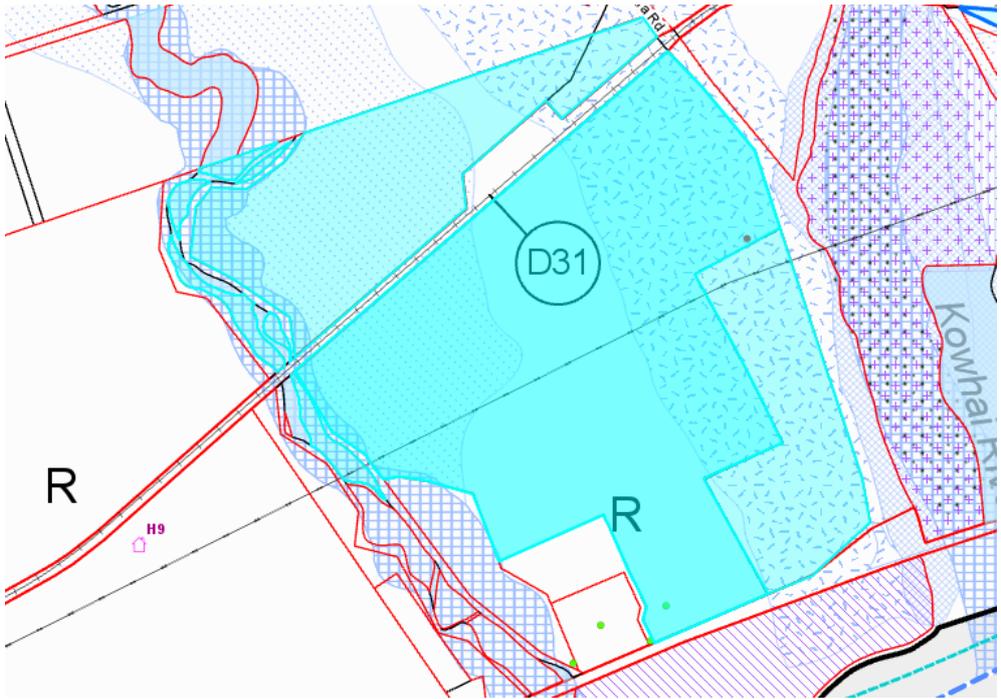


Fig 1. 69 Inland Kaikoura Road. Source: Kaikoura District Plan, Local Maps 2022

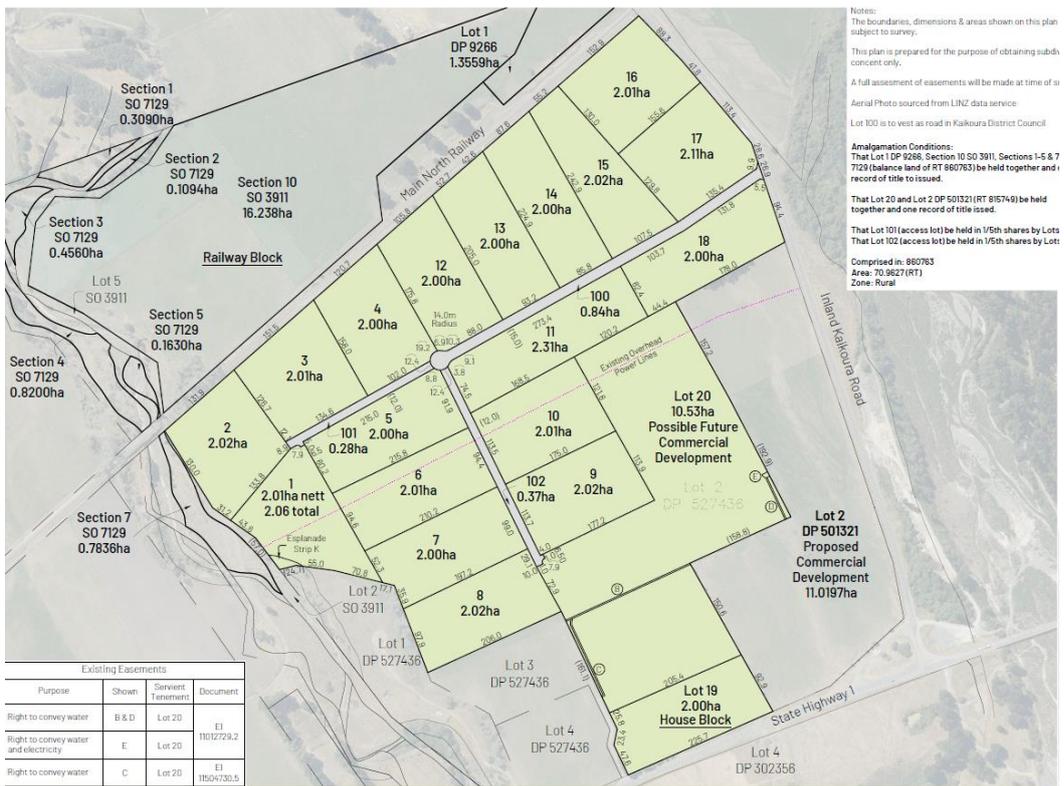


Fig 2. Scheme plan of proposed subdivision.

Three additional roads will be created as a result of this subdivision, each requiring a name. One road will be accessed directly off Inland Kaikoura Road and will vest in Council, with the additional two roads being created by ROW and being the responsibility of the property owners.

Given that the subdivision is within the rural zone, as identified by the Kaikoura District Plan, the allotments will be addressed using the rural addressing method as per New Zealand addressing standards.

3.3 Potential road names

It is understood the developer approached TRoK with suggested names. Following consideration of alternatives, TRoK put forward three names. The road names were put before the Council in a workshop. This included a view that another road name should be included in the list of recommended names to represent other parts of the area's shared history.

The following road names have been put forward by TRoK:

- **Te Ao Wharepapa**
Granddaughter of Marukaitatea who was the senior Ngāti Kurī chief.
- **Ruararangi**
Original name for Kowhai River or a chief name. The original name for the Kowhai was Te Wai o Ruarangi.
- **Tuteurutira**
Tuteurutira was the chief at Matariki Pa. After the sacking of Matariki Pa and Waipapa by Ngati Kuri he moved for a period of time to Kaikoura. Here he was engaged with fighting Mamoe who at that time lived at Peketa Pa. The fighting was all along the coast from Peketa to Kaikoura Peninsula. He eventually settled and retired up at Rakautara with his wife Hinerongo.

The following names were put forward to TRoK by the developer.

- **Elms** – Approximately 1km South-West of the site subdivision site is the location of the Elms Homestead. The homestead serviced the large farm run by the Bullens, The Elms house being completed in 1875 – built for the Bullen's by John Alves of Dunedin the homestead was two stories with 18 rooms, which unfortunately it was destroyed in the 2016 earthquake.
- **Kowhai Downs** – this is the name the developers have given to the subdivision. It reflects the nearby area of the Kowhai River. Signage is presently installed on the subdivision which reflect this, the approach is similar to Seaview and Ocean Ridge.

The Elms was a name discussed at the Council workshop as an alternative. This possibility was relayed back to TRoK by staff. The TRoK initial response to this alternative was not favourable.

3.4 Road naming process

Once a name has been selected by Council, the name will be sent to the New Zealand Geographic Board.

The NZGB has naming jurisdiction over:

- Natural features such as mountains, peaks, valleys, glens, forests, lagoons, swamps, creeks, streams, rivers, fords, lakes, glaciers or ice features, bays, islands or harbours (including man-made features of the same type)
- Railways or railway stations, but not railway features such as marshalling yards, transfer sites, or track point locations
- Places, i.e. cities, towns, villages, sites, areas, or similar places, including suburbs and localities
- Undersea features
- Crown protected areas
- Districts and regions (altering only if requested by the local authority) ¹

3.5 Road naming standards

The table below sets out appropriate road types for the newly created roads.

¹ <https://data.linz.govt.nz/layer/51681-nz-place-names-nzgb/>

Table 1.

Road type	Abbreviation	Description	Open ended	Cul-de-sac
Close	Cl	Short, enclosed roadway		Yes
Place	Pl	Short, sometimes narrow, enclosed roadway		Yes
Road	Rd	Open roadway primarily for vehicles	Yes	
Street	St	Public roadway in urban area, especially where paved and with footpaths and buildings along one or both sides	Yes	
Terrace	Tce	Roadway on a hilly area that is mainly flat	Yes	Yes

According to the New Zealand roading standards,

4.4.5 Ease of Use of Road Name

A road name should be easily pronounced and spelt and be easily understood when written or in conversation; however, in the case of indigenous languages it is accepted that a traditional name which may appear at first to be complex will, over time, become familiar and easy to use within the community.

4.4.8 Indigenous Road name

A road name derived from indigenous sources should be local to the area and endorsed by the recognised local indigenous community. where a road name is derived from an indigenous language it shall comply with the written for, should one exist.

4. RELEVANT LEGISLATION

4.1 Policy and legislation

- New Zealand Addressing Standards
- Local Government Act 2002

5. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future We work with our community and our partners to create a better place for future generations

Report to:	Council	File #
Date:	27 July 2022	
Subject:	Temporary Accommodation Report (7 Units)	
Prepared by:	Susi Haberstock – Community Services Manager	
Input sought from:	Housing Forum and partners; Te Whare Putea	
Authorised by:	Murray Dickson – Senior Manager Corporate Services	

1. SUMMARY

The lease on the 7 temporary accommodation units located on 34 Beach Road held by Te Whare Putea runs out on the 28 February 2023. Te Whare Putea approached Council staff to extend this lease for an additional 2 years.

The Housing Forum had identified a gap in the market and the units provided warm safe housing for people who had no other options. Te Whare Putea was responsible for ensuring the criteria was met for the use of the units.

During the COVID-19 years of 2020 and 2021, with the predicted economic downturn and local job losses, the addition of the seven units for community use helped secure housing for local people who had nowhere else to go. The Housing Forum strongly supports Te Whare Putea’s bid to manage these units for a further 2 years and advocates for these units remaining available to the community beyond February 2023, and Te Whare Putea is keen to continue the management of them.

There has been some confusion regarding the changing nature of the clientele that Te Whare Putea has housed in the units – but there seems no dispute that there still remains a need, and not extending the leasing arrangements will cause local housing issues.

This report provides details of the recent housing need and the use of the temporary housing units and recommends extending the temporary arrangements for an additional 2 years, now that the COVID-19 situation is ongoing, and based on the information supplied by Te Whare Putea and the Housing Forum. Whilst not recommended options for a shorter extension, or the status quo, are included for Council’s consideration.

The paper notes that the units were not designed for a long term arrangement, and suggests that any extension beyond that in this report would be undesirable.

Attachments:

1. Attachment 1 for the previous Housing and Temporary Accommodation Report to Council from 30 Sep 2020
2. Attachment 2 for the Te Whare Housing Community Housing Report June 2022 seeking the extension.

2. RECOMMENDATION

It is recommended that the Council:

1. Receives this report
2. Approves either Option (a) Recommended; or (b) or (c) as follows:
 - a) (Option 1 (Recommended): That the seven accommodation units currently located on 34 Beach Road remain on the land with an extended lease to Te Whare Putea for use as temporary accommodation for 2 years; or
 - b) for 1 year; or
 - c) No extension.

3. BACKGROUND

The previous Council report and its useful background is in Attachment 1.

A recent paper from Te Whare Putea seeking the extension is in Attachment 2.

The purpose of the Forum is to utilise collective strengths, knowledge, networks, and resources, to better support whānau across the housing continuum. The forum is also interested to support the development of housing pilots and initiatives in Kaikōura.

Housing Forum

The Forum was formed in response to the Kaikōura Earthquake five years ago. The focus then was largely around ensuring people with damaged homes received the help they needed to repair their property or to find alternative accommodation. Most damaged homes have been repaired and the focus has changed over the last two years to people who have nowhere else to go in the short term or have been displaced from their homes with no other options for accommodation due to other pressures on housing. Some of these pressures are:

- Accommodation costs are high relative to income
- There are still few affordable rental properties available. Some are being turned into Air BnB with the promise of returning visitors
- The tourism, hospitality, and new construction workforce is also soaking up available rental accommodation
- Notwithstanding any effects that the long tail of COVID-19 might have on the current rental and Air BnB stock, there is an existing bias toward high end rental income, so affordability remains an issue
- All public and pensioner housing is fully utilised (9 and 12 respectively on the waiting list)
- The seven temporary units are also full (13 on the waiting list).

There are currently 9 households on the public housing register¹. There are others that are living in insecure or inappropriate accommodation that are not visible. There are some people in the community that will continue to struggle to find secure accommodation because they are perceived as high risk, or simply do not show the same return on investment so are the least attractive option to a landlord.

The Housing Forum has refocused its efforts to identify and capitalise on actions that will result in real solutions to accommodation issues. Short-term solutions will be a key focus, so that people with an immediate need have access to warm, safe housing. At the last meeting, the Forum members discussed what would happen if these seven units were no longer available. This would mean:

- Increased Emergency Housing cost as currently we have very little need
- Increased numbers on Public Housing register numbers (currently 9)
- Kainga Ora has no intentions to increase current social housing supply (24), which would mean the waiting list of 9 would further increase
- Growing older population with increasing bad health and housing needs would have to continue to leave the district
- Expected increase in demand on existing rentals with borders reopening, the Sudima build, workforce returns, tourism staff, PGF project, Link Pathway build, Vicarage views build.

There are many benefits to keeping the temporary housing units available at least in the short- term.

¹ As at 12 July 2022

Status of the Temporary Units

The units were not designed for a long-term use, or even the use to date. There have been various maintenance issues to date, but none resulted in a material cost to date. Extensions of the lease will be a risk – both in terms of potential cost, and effects on the units/occupants. If the lease is extended then the current view is that it should not be extended beyond the 2 years.

4. FINANCIAL IMPLICATIONS AND RISKS

The Temporary Accommodation units are occupied under temporary arrangements, which are non-strategic and not classified as a residential activity regarding the neighbouring properties and the district plan.

Te Whare Putea has paid and will continue to pay rent of \$200 per month.

5. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future We work with our community and our partners to create a better place for future generations

Attachment 1: previous Council Report

Report to:	Council	File #
Date:	30 September 2020	
Subject:	Housing and Temporary Accommodation Report	
Prepared by:	Susi Haberstock – Community Development Manager Barbara Timms - Te Whare Putea Manager Ronnie Gibson – Ministry of Social Development Regional Commissioner Advisor	
Input sought from:	Community Services Team	
Authorised by:	Murray Dickson – Corporate Services Manager	

1 SUMMARY

At the meeting on the 25 March 2020, the Council resolved that the seven accommodation units currently located on 34 Beach Road remain on the land temporarily until February 2021. They were agreed to be transferred to the Kaikōura District Council with a lease or licence to Te Whare Putea for use as temporary accommodation.

Since then, the Housing Forum has established and continued to maintain an overview of the overall housing need within Kaikōura. The people on this Forum have continued to bring together interested parties committed to working innovatively and collaboratively to identify and act on opportunities to address housing needs within the region.

The purpose of the Forum is to utilise collective strengths, knowledge, networks and resources, to better support whanau across the housing continuum. They are also interested to support the development of housing pilots and initiatives in Kaikōura.

Post COVID-19, with the predicted economic downturn and potential job losses over the next few years, the addition of the seven units for community use has helped to secure housing for people who have no-where else to go, while working collaboratively to find them alternative, long-term solutions. With the addition of these seven units to the housing stock in Kaikōura, we have been able to start changing the overall housing narrative, influencing change that will lead to improvement at local and regional level where appropriate. As such, the Forum would like to advocate for these units remaining available to the community beyond February 2021, and Te Whare Putea is keen to continue the management of them.

This report provides detail of the recent use of the temporary housing, other initiatives, and recommends extending the temporary arrangements for 2 years, now that the COVID-19 situation is clearer, and based on the work by Te Whare Putea and the Housing Forum. (Note we are still awaiting MBIE legal documentation to complete the current agreed arrangements – it is hoped these will be received soon. MBIE advise they have been delayed by COVID related priorities).

Attached is the earlier report from 9 April 2020 (comprising a cover paper dated 7 April 2020 and an appendix dated 25 March) – the background, rationale and option consideration in that report remain relevant – updated with the information set out in this report. Please refer to **Appendix A** for the report dated 25 March 2020 (without attachments) and **Appendix B** for the report from the 9 April 2020.

2 RECOMMENDATION

It is recommended that the Council:

- a) Receives this report
- b) Notes that Te Whare Putea will continue to pay rental of \$200 per week
- c) Approves **either Option 1(a) Recommended, or (b) or (c):**

Option 1 (Recommended) That the seven accommodation units currently located on 34 Beach Road remain on the land with an extended lease to Te Whare Putea for use as temporary accommodation,

1(a) for 2 years; Recommended or

1(b) for 1 year; or

1(c); for 3 years.

3 CURRENT POSITION

The Kaikōura Housing Forum - update

The Forum was formed in response to the Kaikōura Earthquake three years ago. The focus then was largely around ensuring people with damaged homes got the help they needed to repair their property or to find alternative accommodation. By and large, damaged homes have been or are being repaired. The Rebuild Navigator role was very effective in helping people to manage the insurance claim process and this support has now come to an end.

Meanwhile, other pressures on housing have seen some in our community displaced from their homes, with no other options for accommodation:

- Accommodation costs are high relative to income
- There are still few rental properties available. Some have been taken up by the NCTIR workforce, others are being used as Air B n B
- The economy has, until recently, been booming. The workforce for tourism, hospitality, and new builds (construction) has also soaked up accommodation
- Notwithstanding any effects that the departure of NCTIR and COVID-19 might have on the current rental and Air B and B stock there is an existing bias toward high end rental income so affordability is still an issue.
- All public and pensioner housing is fully utilised
- Seven temporary units are also full.

There are currently 11 households on the public housing register². There are others that are living in insecure or inappropriate accommodation that are not visible. There are some people in the community that will continue to struggle to find secure accommodation because they are perceived as high risk, or simply do not show the same return on investment so are the least attractive option to a landlord.

The Housing Forum has refocused its efforts to identify and capitalise on actions that will result in real solutions to accommodation issues. Short-term solutions will be a key focus, so that people with an immediate need have access to warm, safe housing.

Collaboration

Our Regional Commissioner Advisor for the Ministry of Social Development has committed to chairing the Housing Forum which has given us a clear mandate for positive change and advocacy in the housing arena.

Ministry of Business and Innovation – Temporary Accommodation Service – agreed to sign over the seven units to Kaikoura District Council, managed by Te Whare Putea for people with an urgent temporary housing need and no immediate solution.

On a local level, Te Whare Putea and Council are working closely to ensure the tenant with the highest need across the district is accepted into available accommodation. This has been very successful over the past few months.

The Housing Forum believes Te Whare Putea (TWP) is clearly filling a need that will be exacerbated when the effects of COVID-19 hit over the next few years and would like this service to the community to continue. Wins so far:

² As at 30 June 2020 quarterly report

- *Stories of tenants TWP has helped:*
 - A

NOTE: Deleted for privacy reasons

In all cases, Te Whare Putea was instrumental in the provision of support, advice and advocacy, resulting in positive outcomes for members of Kaikōura community.

- *Other things worth noting:*
 - The cost of rent for the units has been decreased from \$225 per week to \$185 per week and \$165 per week for pensioners.
 - TWP has been able to help disabled tenants to shift in and out and take them to get their shopping and to medical appointments.
 - A great support network has developed between the tenants, especially between unwell tenants - two have severe emphysema and one has MS.
 - TWP has developed a Tenants Newsletter and has organised a Christmas BBQ for the tenants, including a Whale Watch trip.

In addition, the Forum will also take opportunities to influence medium- and longer-term outcomes by involving key stakeholders, including housing providers, landlords, central government agencies, and local government. Community may also have valuable suggestions and contributions to make to the work of the Forum.

4 HOUSING ACTIVITY

Supply and demand are two parts to the accommodation discussion:

Properties

The physical housing solution, the bricks and mortar, and the landlord that supplies them.

Current supply

- 16 Council Pensioner Cottages
- 7 Temporary Accommodation Units (available to February 2021)
- 8 Sunshine Lodge rooms

Future opportunities

- Remainder of 50 NCTIR rental properties (by 15 December)
- 170 Air B n B properties currently live (of 300 total)
- Private sector rentals
- Abbeyfield if proposition is viable
- Iwi-owned land for building
- Lending models for home ownership and whanau builds

Tenant

- A person with an unmet housing need

Current

- 7 on waiting list for Temporary Accommodation Village
- 11 on waiting list for Council Pensioner Cottages
- 11 on public housing register

Planned support

- Ways to become a good tenant - pays on time and treats the property and landlord with respect
- Advocacy on behalf of the tenant
- Financial advice and debt management financial situation
- Financial assistance from agencies to increase income and ability to pay.

How the Housing Forum is addressing known issues

Issue or Opportunity	Detail
Landlords perceive people on the housing register to be high risk	<p>Promotional campaign to address what landlords are looking for NCTIR and Real Estate agent to provide advice on the key things that make a landlord say yes or no to a tenant</p> <p>Appeal to the heart</p> <ul style="list-style-type: none"> • Good news story(ies) • Profile of a successful tenant placement • Social good – the benefits to community of having people in secure housing • Whanau well-being - the impacts of housing on whanau (and children’s) outcomes <p>Peace of mind options</p> <ul style="list-style-type: none"> • Support to the tenant – provider visits, mowing and gardening service, underwrite damage, fire alarms (FENZ), etc. • Warrant of fitness (refer tenant programme below) • Character reference (from Te Whare Putea) <p>Burning platform NCTIR is leaving town Cost of no occupancy / vacant property</p>
People with a bad or no rental history	<p>Tenant programme to support a person to become a good tenant</p> <ul style="list-style-type: none"> • Budget and pay on time • Basic home hygiene and cleanliness & maintenance • Treating the landlord with respect • Communicating with the landlord • Debt management
Affordability	<p>Explore a range of options to address affordability issues</p> <ul style="list-style-type: none"> • Budget advice • Redirection of benefit / automatic payments • Employment • Shared accommodation
House / tenant mismatch	<p>Explore and act on matching initiatives</p> <ul style="list-style-type: none"> • People on Pensioner Cottage wait list that would consider living together – match and then market to landlords • Intentions for existing house that pensioners (on the wait list) may be vacating – offer service to find a new tenant / improve continuous occupancy rate • Check all households of pensioner and TAS wait lists have been assessed for public housing
New supply	<p>Consider the range of new supply opportunities Abbeyfield model Maori-owned land / Papakainga housing</p>
Home ownership	<p>Provide financial advice and models for ownership Parents helping kids onto the property ladder</p>

Community solutions	<p>Enlist the support and ideas from community</p> <ul style="list-style-type: none"> • Explain the role of the forum • Provide a platform for people to contribute their suggestions for solutions • Consider viability of suggestions • Prioritise suggestions for action
Funding and support for housing solutions	<p>Stocktake of all initiatives and funding buckets available for housing solutions</p> <ul style="list-style-type: none"> • From agencies such as Te Puni Kokiri, Kainga Ora, Housing and Urban Development • From charitable and philanthropic organisations • For the bricks and mortar • For initiatives to support people with a housing need
TAS future	Begin to explore options for continued use of the seven units and/or the land they are located on

5 RELEVANT LEGISLATION

For the avoidance of doubt, Council resolves the units are not a strategic asset. This is a temporary arrangement.

6 COMMUNITY OUTCOMES SUPPORTED



We value, protect and enhance Kaikōura's unique natural environment and biodiversity and sustainably manage disposal of waste.



Our community is resilient, safe and well and has their essential needs met



Our infrastructure, housing and community facilities are easily accessible, cost effective and able to withstand our natural hazards.



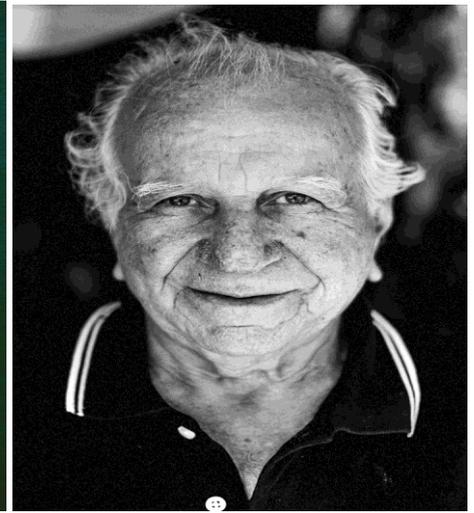
Our District is economically diverse, attractive to investment and provides certainty around business and employment continuity.



Our community participates in decisions and planning in a way that benefits our future.



Residents and visitors enjoy an improved quality of life in our District.



te whare putea

COMMUNITY HOUSING REPORT

JUNE 2022

TEMPORARY HOUSING

CURRENT OVERVIEW

April 2019 – June 2022

- All 7 units are full and there are 13 people on the waiting list.
- 2 2 people have moved on from the units to improved, affordable housing and improved circumstances in all cases.
- We have moved 8 transient people on from the waiting list to either employment, or housing, in another area.
- Currently rents are \$165 per week for pensioners or disabled persons and \$185 per week for others.
- We have transitioned everyone from our initial pool of urgent local people but still field requests for temporary accommodation as people's circumstances change.
- We are finding it harder to move people on from the temporary units due to the shortage of housing in the private sector, and also lack of movement in Social Housing. All tenants are registered for Social Housing and 4 tenants are registered for Pensioner Housing as well as Social Housing.
- Our tenants are all paying their rent on time and taking good care of their units.
- Rental housing in the private sector has become more scarce and more expensive. We are just following the NZ wide trend.
- We are running according to budget for this project and we are enjoying an open and amicable arrangement with council.
- Surplus income from this project will be returned to the community via Food Bank or as amenities for the enjoyment of the tenants such as garden/ flower beds or communal seating area (with Council permission).
- Council have received \$22,000 + in revenue so far from this project. Please see attached Profit and Loss for the Housing Project to date. (Page 5)
- We are employing one full-time worker thanks to this project, who is active in the role and is an asset to the whole community in the housing space.
- All 7 tenants are local Kaikōura people their average age is 57.
- Tenants in the temporary units at the moment have been given priority due to their circumstances and their high need for support. We were able to house a mother and 2 children from a domestic violence relationship, and also a mother and daughter from a toxic abusive relationship. Luckily we had a vacancy both times, but it has highlighted the need for a local "safe house" even just for overnight.
- Tenants at the units are financially assessed and owning their own home is not an option.



TEMPORARY HOUSING



Our focus has been more on local people in need. Our tenants are grateful and respectful.

Unit 6 - Before
(Cleaning out the unit after
tenants vacated)



Unit 6 - Now



FUTURE OF THE 7 UNITS POST 2023

We ask that council consider a formal lease arrangement with Te Whare Putea that will take us beyond 2023

Please consider:

- The units fill a need in the community for accommodation where low-income, single, part-time workers, pensioners or other beneficiaries can afford to live independently.
- Covid has had an impact that no-one could have foreseen. It has impacted many people in our community mainly through loss of business revenue, and both employment and employment opportunities.
- It's likely that there will always be a need for this type of supported accommodation especially in the current climate of uncertainty and presently, in our community, dozens of people are accessing their Kiwi Saver which could potentially lead to reliance on support down the track.
- Death or loss of a partner may put the surviving person in a very precarious situation where rent in the public sector may suddenly, and frighteningly, become unaffordable.
- The highest user group of the food bank are single people and hence, we identify them as the most vulnerable group in our community.
- The units provide an ideal platform to step into pensioner housing, and originally temporary housing tenants were a priority group for Pensioner Housing. It's important that Council Pensioner Housing person and our Housing person maintain a close relationship as it has proved very beneficial to both parties in the past and gives a good overall picture of need for the older age group.
- Current tenants are taking a pride in their surroundings, have the company and support of other tenants in the small complex if they wish and, individually, and as a group, are connected to our community.
- Previous tenants caused damage to the units, necessitating repairs, they frequently needed visits from us as landlords, and the police, there was loud music and other noise control issues and they disrespected their neighbours.
- Members of our local community need to be our priority. It is not ideal to settle transients into a life style in Kaikōura that is unable to offer opportunities for work and may potentially put a strain on our local services/resources.
- We keep an eye out for our tenants, sometimes they require support that we are happy to provide and we also refer them on to other local services as required.
- Whilst we do actively promote permanent arrangements for our tenants, there is less scope to provide permanent solutions in the current housing rental market. The units are more suitable for single people.



FUTURE OF THE 7 UNITS POST 2023

TE WHARE PUTEA

Charitable Trust

For the 33 months ending 31 January 2022

COMMUNITY HOUSING

Account	May 2019 - Jan 2022
TRADING INCOME	
Community Housing Income	154,749.35
Community Housing Income - Power	710.00
Total Trading Income	155,459.35
Gross Profit	155,459.35
OPERATING EXPENSES	
Catering / TWP	286.31
Community Housing - Cleaning	690.00
Community Housing - General Expenses	24,538.17
Community Housing - Leasing	17,634.85
Community Housing - Repairs	7,231.14
Staff Petrol Allowance	2,162.97
Wages & Salaries	81,532.00
Total Operating Expenses	134,075.44
Net Profit	21,383.91



Report to:	Council
Date:	27 July 2022
Subject:	CEO Update Report
Prepared by:	Will Doughty - Chief Executive
Input sought from:	
Authorised by:	Will Doughty - Chief Executive

1. PURPOSE

To provide the Council with an update on major work streams and other activities.

2. RECOMMENDATION

THAT the Council receives this report.

3. COUNCIL ACTIVITY – KEY FOCUS AREAS

Overview

It has been a productive month across multiple fronts. The finance team have been busy closing out the financial year end of 2022 and loading the operational and capital budgets for this financial year. We will be striking the rates in August 2022 now that the Annual plan has been adopted. We are also focusing on delivery of our capital programme for the year ahead and ensuring our cashflow forecasts are realistic and match each project timelines.

It is good to note that the South Bay Harbour Better Business Case is seeking Council approval and sign off this month. Should the business case be supported, the next steps will be to seek Government support and funding for the feasibility study and preliminary design. Several constructive workshops have also been held with Cooper Developments concerning the Wakatu Quay development. The team is working towards developing a package that can be put in front of Council for consideration. This is anticipated to be completed in the next couple of months.

Overall, our infrastructure held up well to the recent storm event which saw larger rainfall than predicted. The northern part of the District and State Highway 1 had the biggest issues in terms of roading and surface flooding. Our wastewater network did not experience any wastewater overflows. The Kincaid water scheme had to be temporarily closed to stop dirty water entering the system at source but was closed for less than 48hrs. All other water schemes had no major issues.

We have not been able to provide a report on the options for the Signs Bylaw due to the availability of resources and the focus on the IAF contract. We will endeavour to ensure that it on the agenda for the August meeting.

On a personal note, I had the good fortune to attend the closing ceremony for the Rebel Business School that ran for two weeks. I was blown away by the commitment, energy and enthusiasm of the attendees and their entrepreneurial spirit. It was fantastic to see some creative business ideas for the future which is exactly what we need in our district.

A brief summary of some key projects and issues is provided below.

With the end of financial year work still underway, there is no financial summary report for June. The timing of the audit is yet to be confirmed, but we envisage it will be subject to audit resourcing delays similar to last year.

In summary, though, there have been no surprises in our interim financial results at the year end, and no concerns. Cash in bank was \$2.8 million, and borrowings remain at \$5.3 million. There are significant updates yet to be completed, such as we have just completed a full revaluation of roading

and three-waters assets inhouse, which needs to be peer reviewed before it can be considered final. Land and buildings are also being revalued, independently by Quotable Values. Those asset revaluations will have a significant impact on the balance sheet, but this should clear the modified audit opinion received last year over asset values.

A more detailed update will be provided next month as the end-of-year adjustments progress.

Elections

A candidate briefing evening was held on the 13th July and nominations for the elections opened on the 15th July and close on the 12th August. A copy of the pre-election report (PER) is included as an information report this month and as noted, will be published by the statutory deadline of the 29th July. The report has been prepared by myself and my team in accordance with the requirements of the Local Government Act sections 99A, and Clauses 36 and 37 of Schedule 10.

More information around the upcoming elections can be found on our website at:

<https://www.kaikoura.govt.nz/our-council/local-elections-2022/>

Government Reforms

KDC has submitted on the Water Services Entity Bill that is currently with the Finance and Expenditure Select Committee. In preparing the submission we took into consideration ongoing discussions with the Department of Internal Affairs (DIA), Local Government New Zealand, Communities 4 Local Democracy (C4LD), Te Runanga o Kaikōura, as our local papatipu Runanga and our wider community. As a member of C4LD, we are supportive of their submission and their recommendations and conclusions. Our primary recommendation was as follows:

KDC opposes the Bill and recommends that it does not proceed.

A full copy of our submission is included in Appendix 1 to this report. It can also be found on the Three Waters Reform section of our website.

The Government has a majority in the Finance and Expenditure Select Committee and so the Bill is anticipated to pass, but the C4LD submission has put forward some credible alternatives to the currently proposed model that will achieve the same outcomes.

Three Waters “Better off” Funding Announcement from Central Government

Work has progressed to develop a shortlist of projects that could be funded with the \$1.55m ‘Better off’ funding. This has included engagement with a number of external parties. We are currently working through the eligibility criteria for the shortlisted projects with our DIA liaison. It is anticipated that a report will be brought to Council at the August meeting for a decision as to whether to submit an application or not by the 30th September 2022.

Infrastructure Acceleration Fund proposal.

Since November 2021, we been working with a local developer to seek funding under the Kāinga ora Infrastructure Acceleration Fund (IAF), which seeks to help projects accelerate core infrastructure than enables housing outcomes. On the 21st July 2022 the Minister for Housing announced that we have been successful with our funding proposal for \$7.8m which will see a significant upgrade of Ludstone Rd and Green Lane including the provision of both walking and cycling facilities.

The funding helps enable the Vicarage Views Subdivision as well as parts of Ocean ridge. A total of 405 sections will be enabled which includes an initial focus in Vicarage Views on low to middle income housing and much needed elderly people’s housing. The infrastructure upgrade will commence in 2022.

Council Team

April Sutherland has joined our building control team as an administrator. This provides much needed support to Rebecca who has been holding the fort with Mark Mitchell on much needed annual leave.

Sarah Wright has also joined the team as our new front of house/ community development officer. She has definitely hit the ground running this month getting to know the various community groups.

We hope to have our new Technical Services Manager in place by 1st September.

Unfortunately, Jan McRobie will be moving on at the end of July from the regulatory officer role. Jan has contributed massively to KDC over the last few years, especially with regard to the difficult role of animal control. We are already advertising for a suitable replacement.

We are in the process of undertaking end of year Performance, Development and Wellbeing (PDW) reviews for all team members. This will be completed by the end of August.

Other items

Abatement Notice: We had a follow up monitoring visit on the 6th July with representatives from Environment Canterbury (ECan) with regard to the Abatement Notice for resource consent CRC941111 the wastewater treatment plant received on the 5th April 2022. ECan staff confirmed verbally that they were happy with regard to completed actions as well as progress with those ongoing.

Animal Pound. Unfortunately, MPI have issued us with a Compliance Notice as we have not be able to undertake planned work at the pound. We are unable to use the pound until all remedial action is completed. We have alternative arrangements in place with Hurunui if required. A number of actions were already underway. We have submitted a remedial action plan that sees all of these actions being completed by the end of August latest. MPI have approved the remedial action plan.

The Emergency Management team and Canterbury Civil Defence ran a joint community event on the Alpine Fault 8 (AF8) on the 16th July and also took the opportunity to undertake some first response training with various groups and KDC staff over the weekend.

Focus areas for the next three months

- Wakatu Quay developer negotiations.
- Continued management of covid response - community and internal
- Outstanding debtors and resolution of historic harbour issues.
- End of year Performance, Development and Wellbeing (PDW) reviews for all team members.

4. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future

We work with our community and our partners to create a better place for future generations

Appendix 1: KDC Submission on the Water Services Entity Bill

20 July 2022

The Chair
Finance and Expenditure Committee
Parliament Buildings
Wellington

To whom it may concern;

Kaikōura District Council's Submission – Water Services Entities Bill

1.0 Introduction

Kaikōura District covers 2,046 square kilometres of diverse landscape and is situated on the east coast of the South Island, with our territorial neighbours, the Marlborough district to the north and west, and Hurunui district to the south. We are the second smallest local authority in New Zealand with usually resident population of 4260.

Our total Three Waters assets have an audited value of \$56 million, which includes eight public water supplies, 1 wastewater system for the Kaikoura township and one wastewater treatment plant.

The November 2016 earthquake caused significant damage to our horizontal infrastructure across the District. In 2021 we completed a \$40 million rebuild programme which included \$18.5M on projects relating to repairing and replacing our Three Waters assets. We are also grateful for the \$1.88 million of Three Waters reforms stimulus money that was provided in 2020 on a "no commitment" basis. As a result of these investments from Government as well as our own investment in our infrastructure, we are not facing significant renewals unlike a few other local authorities. The 30 year Infrastructure Strategy included in our Long Term Plan shows a total required capital investment over the next 30 years of less than \$30 million including depreciation, an average of less than \$1M a year. Our 3 Waters operating costs are also lower than for other local authorities.

2.0 Our submission

In preparing our submission to the Finance and Expenditure Select Committee (Select Committee) on the Water Services Bill, Kaikōura District Council (KDC) has taken into consideration ongoing discussions with the Department of Internal Affairs, Local Government New Zealand, C4LD, our local papatipu Runanga and our wider community.

KDC is a member of the Communities 4 Local Democracy – He hapori mō te Manapori (C4LD) which is a coalition of like-minded territorial and unitary authorities formed to develop and propose a set of reforms to the Three Waters policy settings that will deliver similar outcomes to those proposed by the government whilst respecting community property rights and local voice. C4LD has already provided feedback and alternative solutions to the Minister for Local Government. KDC believes that unfortunately that constructive feedback has largely fallen on deaf ears through the process to date.

As a member of C4LD, we endorse and support their submission, including the Castalia reports outlining the Flaws in the Water Services Entities Bill and the proposed Better Water Reform Options. It is important that we don't just say 'no' but also suggest credible alternatives instead.

It is not intended that our submission will replicate that of C4LD. Our submission instead focuses on highlighting specific aspects pertinent to our District.

3.0 Our overall recommendation

KDC opposes the Bill and recommends that it does not proceed.

A delegation from Kaikōura District Council wishes to appear before the Select Committee to speak to our submission.

KDC agrees with the conclusions formed by C4LD in that it considers that the current Water Services Entities Bill is poor legislation. In particular:

- It expropriates, without compensation, council owned community assets contrary to all principles of law;
- It is widely opposed by communities across New Zealand because it removes the local voice in favour of a centralised approach contrary to all principles of localism;
- It is based on data and analysis that is incorrect or, at best, seriously flawed;
- In an asset class that requires regulatory certainty to achieve investment certainty, it has failed to achieve bipartisan support across political parties meaning it will not deliver a durable and sustainable basis for reform;
- Alternative approaches to reform could achieve a more durable outcome to the long-term benefit of the country.

4.0 Kaikoura specific concerns and issues

4.1 The need for reform of the Three Waters sector.

KDC understands the need for and supports appropriate reform of the Three Waters sector across Aotearoa. We do not necessarily disagree that there is a national case for change. We support the need to continue to seek improvements in both health and environmental outcomes (including addressing climate change mitigation and adaptation and building resilience to natural hazards).

We fully support the need to ensure that local Iwi and hapu have appropriate input into investment decision-making at a local level. KDC has a strong relationship with our local papatipu Runanga, Te Runanga o Kaikōura (TRoK). We recognise the growing demands that local Iwi and Hapu are facing and fully endorse ways that they could be supported to continue to build capacity and capability and have meaningful input to local decision making.

KDC is fully supportive of the recent establishment of the water regulator, Taumata Arowai. We believe such a dedicated organisation should have been in place much earlier. We have been pleased with the approach the organisation has taken to relationship building to date whilst being clear around their expectations.

KDC does however not support the current model of reform for the Three Waters service delivery and believes the desired outcomes can be achieved via alternate means.

4.2 Local financial case for change

KDC does not believe that the local financial case for change has been made. We believe that information provided by Government in terms of required future investment in Kaikōura District is fundamentally flawed and frankly ludicrous.

The WICS initial assessment of the capital investment required for improving the quality or capacity of KDC 3 waters assets over the next 30 years (excluding renewal costs) was **\$420 million**. This was subsequently reduced to **\$280m** through applying a ‘cap’ of \$70,000 per connected citizen to an assumed 4000 connected citizens.

These large numbers have apparently been derived from taking total costs estimated at a multi-regional level and apportioning them to districts without any particular regard to the technical details of each district. Details for Kaikōura were supplied by us as part of our response to the initial request for information. Those details were however not recognised in the WICS broad brush assumptions and analyses.

The high level of capital investment indicated to be required in Kaikōura by WICS, which takes place at a rate of \$9.33 million per year for every year till 2051, appears inconceivable given that the most recent valuation of all of KDC’s 3 waters assets was \$56m, and that KDC’s estimate of the total required capital investment over the next 30 years including depreciation was only **\$27.2 million** (a 10th of that proposed by Government)

That WICS indicated required investments are excessive is also supported by our consultants Morrison Low who noted that whilst their estimate of the potential investment required in Kaikōura over the next 30 years was higher than the figures of KDC it was still at worst only one-quarter of that indicated by WICS.

On the face of it, using the WICS numbers, we could replace our existing Three Waters network five times in the next 30 years.

Despite numerous frustrating attempts to clarify these numbers, we have not received a response that applies common sense. Even with significant future growth in the district and considering any impacts of climate change these numbers just do not make sense. This has resulted in a loss of credibility of the proposed reforms in the eyes of our Council and our community. It is very easy to make a ‘financial case’ that “everyone is a winner” stack up if your base assumptions are fundamentally flawed.

KDC is extremely concerned that we cannot show that our community will be better off financially under the new proposed regional entity than if we continued on our own.

In the absence of detail around future funding and pricing, and debt transfer mechanisms, we believe there is a real risk that our community will end up paying more for a lower level of service.

4.3 Assets

As a local authority, KDC are the current owners of Three Waters assets on behalf of our community. These assets have been bought and paid for by the community over many generations. Under the Bill before the Select Committee, these assets are to be compulsorily transferred to the four new water services entities. It is a compelled transfer not an agreed transfer. Further, the Bill allocates to KDC, proportionate to our population size, a “share” which entitles us solely to vote on a possible (but highly unlikely) privatisation proposal. All other rights and obligations as present owners of the Three Waters in our district are extinguished.

KDC supports the C4LD view that the Bill is expropriating without compensation the asset held by KDC on behalf of our community. We do not support the view held by Government that under the proposed entity structure, we will continue to own our Three Waters assets.

4.4 Local voice and working with Mana Whenua

Under the proposed Bill, KDC does not believe we will be able to retain meaningful control and influence over the property that we own on behalf of our community. As the second smallest local authority KDC and smallest within proposed Entity D, we have major concerns that our voice at the table will not be heard and that work required in our District will be not be prioritized in the scheme of wider entity priorities.

We need to ensure that local voice is not compromised by centralisation. Our community must still have their say on things that matter to them, and influence over decisions that affect them.

We support the Government’s focus on Te Mana o te Wai, which makes the health of water central. We also support the requirement for the Water Services Entities to give meaningful effect to the principles of Te Tiriti o Waitangi/Treaty of Waitangi. We need to ensure that our local iwi and hapu also have appropriate input into investment decision-making at a local level. KDC has a strong relationship with our local papatipu Runanga, Te Runanga o Kaikōura (TRoK). We fully endorse ways that TRoK could be supported to continue to build capacity and capability and have meaningful input to local decision making.

KDC has concerns that under the current reform proposals local community voices including our local Iwi will be further distanced from the decision makers. We reiterate our view that under the current reform proposals, ***there is a real risk that our community will have less of say, but will end up paying more for a lower level of service.***

We cannot see appropriate safeguards against this in what we have seen to date. (It is unlikely that KDC will be directly represented in the proposed Regional Representative Group (RRG)).

4.5 Interface with other reform agendas and engagement with the sector

Central Government is committed to a reform agenda across multiple sectors that is unparalleled in recent times. The impacts on local authorities and our communities will be extreme and will change the landscape for the future. Each proposed piece of reform is a significant undertaking, and many are interrelated.

KDC has concerns that the scale and magnitude of reforms being undertaken simultaneously are going to result in less than optimum outcomes for all parties. It is painfully apparent from the outset, that there is little joined up thinking across the reform agenda within Government, let alone ensuring meaningful interface with local authorities and other affected agencies.

In many cases, and especially with the three water reform agenda, the nature of engagement between Central and Local Government has left much to be desired and has caused frustrations on both sides. In terms of the Three Waters reforms, what started as a collaborative process changed dramatically with the decision from Government in October 2021 to mandate the reforms. This effectively removed the local democratic voice and decision-making ability. In our small community there is an overwhelming lack of support for the Three Waters reform proposals as they currently stand which we understand is replicated across the country in many other local authorities.

KDC believes that Government is simply not listening to the local voice.

KDC has always had strong working relationships with Government departments and agencies. We have been grateful for the collaborative nature of those relationships and the support that we have received, notably after the November 2016 earthquake. Our approach has always been that we can achieve better outcomes working together. The way that Government is undertaking some of the reform agendas is severely testing this collaborative approach. At a national level the complex reform agenda has been very divisive and KDC has concerns that the chasm in the relationship between Central and Local government is widening rather than closing.

KDC wishes the Select Committee to consider the Bill in the light of these comments, and the alternative proposals put forward by C4LD, to ensure that you are satisfied that the Bill provides the best solution for proposed reform to achieve the desired outcomes.

4.6 Transition arrangements

KDC notes that currently the Bill states an “establishment date” for the new water services entities is regarded as the earlier of 1 July 2024 or a date set by Order in Council. There is need to confirm a definitive date. Should the Bill proceed as expected, extensive work is required in the transition over the next two years. This will put considerable pressure on the resources of a small council such as ours and our local service providers. As a good employer, KDC needs to ensure that our Three Waters staff are appropriately supported through the transition process, whilst also prioritising our focus on continued delivery of high quality Three Waters services to our community as well as working with Taumata Arowai.

Should the Bill proceed, KDC will be expecting that the new entities are fully operational from the agreed date with no remaining aspects of the service being undertaken by KDC. This includes passing all responsibilities for Three Waters services billing to the new entities.

5.0 Conclusions

Kaikōura District is in the fortunate position of having a Three Waters network that is in relatively good condition, requiring limited further capital investment over the next 30 years. We acknowledge the support received from Government following the November 2016 earthquake which assisted our rebuild programme. Since 2016 we have been able to invest over \$20m (one third of the overall value) in our Three Waters networks.

KDC does support many aspects of the Three Waters reform agenda and the outcomes that are sought. We have also always been supportive of Entity D taking a Ngai Tahu takiwā approach to its geographical boundary (recognising the issues it causes for our Marlborough neighbours) should the entity model proceed.

However, as a small local authority we do not believe that the current proposed Water Services Entity Bill will be in the best interests of our local community. As outlined in our submission, we believe the financial assumptions are fundamentally flawed and the benefits are grossly overstated. Far from there being strength in numbers, KDC believes we will lose our local voice and decision-making ability and our community will end up paying more for a lower level of service.

For these reasons, KDC ***opposes the Bill and recommends that it does not proceed.*** We encourage the Select Committee to take into consideration recommendations for alternative solutions proposed through the C4LD submission.

Yours faithfully,



Craig Mackle
Mayor
Kaikōura District Council

Report to:	Council
Date:	27 July 2022
Subject:	Pre-Election Report
Prepared by:	Will Doughty - Chief Executive
Input sought from:	Sheryl Poulsen – Finance Manager
Authorised by:	Will Doughty - Chief Executive

1. PURPOSE

To provide the Council with information for noting in relation to the 2022 Triennial Local Elections.

2. RECOMMENDATION

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

3. BACKGROUND

A requirement for a pre-election report (PER) was added to the Local Government Act 2002 (the Act) as one of the 2010 “Transparency, Accountability and Financial Management” package of reforms.

The PER provides information in advance of the upcoming elections, to promote public discussion about the various matters of interest and importance to the Kaikōura District Council.

The PER for this Triennium must be published by no later than the 29th July 2022.

The PER has been prepared by the Chief Executive Officer and his team in accordance with the requirements of the Local Government Act sections 99A, and Clauses 36 and 37 of Schedule 10. The PER has been prepared without input or approval from current elected members.

The PER is a performance story that provides information around the major achievements and the financial performance of the last three years, as well as look ahead to the major projects and issues and opportunities that the Council will be facing over the next three years.

A dedicated section is included around the three major reforms that are currently facing the local government sector. This due to the significant impact these reforms are likely to have on both the Council and the community. This section includes agreed current council policy in regard to the reforms. The PER also includes a suite of financial information both past and future.

The PER is designed to provide an overview and therefore links to more detailed information are provided at the end of the document.

4. FINANCIAL IMPLICATIONS & RISK

While the PER itself has not been audited (this is not a legal requirement), the forecast financial information for the 2022, 2024, 2025 and 2026 financial years have been extracted from the Long-Term Plan 2021-2031, which has been independently audited by Audit NZ. The financial statements for the 2020 and 2021 financial years are from the Council’s Annual Reports which have also been independently audited by Audit NZ.

Information that has not been audited:

The financial statements for the year ended 30 June 2023 are extracted from the Annual Plan 2022/2023, which was not audited (it is not a legal requirement to audit the annual plans developed between LTP years).

5. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Future

We work with our community and our partners to create a better place for future generations

Kaikōura District Council Pre-Election Report 2022



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1.0 What is a Pre-Election Report?

Whether you are considering standing for election to the Kaikōura District Council, or preparing to vote, there are some important things to consider ahead of this year's local government elections.

The Pre-Election Report (the "PER") provides information in advance of the upcoming elections, to promote public discussion about the various matters of interest and importance to the Kaikōura District Council. Please take the time to read and consider the challenges and opportunities and major projects planned for our community that are outlined in this document.

The PER should provide candidates and voters with more information to help make an informed decision at the upcoming local elections. It sets out the strategic context for decision-making in the Kaikōura district.

The report focuses on how the Council is performing financially, including the Council's current financial position and provides more details on the key capital projects the Council plans to deliver over the next three years. It will enable voters to think about how well the Council has performed to date, and what it needs to focus on for the future.

Audit of Information

While the PER itself has not been audited (this is not a legal requirement), the forecast financial information for the 2022, 2024, 2025 and 2026 financial years have been extracted from the Long-Term Plan 2021-2031, which has been independently audited by Audit NZ. The financial statements for the 2020 and 2021 financial years are from the Council's Annual Reports which have also been independently audited by Audit NZ.

Information that has not been audited:

The financial statements for the year ended 30 June 2023 are extracted from the Annual Plan 2022/2023, which was not audited (it is not a legal requirement to audit the annual plans developed between LTP years).

2.0 Message from the Chief Executive

Introduction

I am pleased to present our Pre-Election Report (PER) ahead of the Triennial Elections for the 2022-2025 period. I would encourage you as voters and potential candidates to take the time to look through the document, as it provides information to encourage informed debate and discussion around some of the key issues and opportunities facing our district over the next few years. The following provides an overview of the PER.

Long Term Plan 2021 – 2031

In July 2021 the Council approved the Long-Term Plan 2021-2031 (LTP). The LTP is the Council's commitment to the community for the next ten years. It is the roadmap that guides what we do as a Council. It sets out what we plan to do, how much it is expected to cost, how it will be funded and how the Council will report on progress. An LTP needs to be reviewed and updated every three years (next due in 2024).

This was our most comprehensive and well informed LTP to date, outlining the activities the Council will undertake as we collectively look to fulfil our vision to “Move Kaikōura Forward”. Based on our understanding of our infrastructure assets and facilities, as well as taking on board what our community was telling us, we identified a number of priority areas to focus on (some of these are outlined in Section 6, 7 and 8).

We know that there are a number of uncertainties ahead of us in terms of various central government reforms and initiatives that are underway (see section 9). This makes planning for the next ten years a challenge, but we based our LTP on what we know now, rather than anticipating or guessing how things may develop. Our Annual Plan process is a way to respond to any changes as they become clearer. One thing the last few years has taught us is how to work together to manage and adapt to change.

A link to the LTP is included in section 12.

Annual Plan 2022 – 2023

In June 2022, Council approved the Annual Plan for the financial year 2022/2023. The Annual Plan basically confirms the budget for the financial year ahead and outlines what the main activities for the year ahead are and how they will be funded. It sets the rates for the properties across the district.

This year we were very pleased to be able to keep the rates increase to 4.63% (very close to the 4.04% we forecast in the LTP). This has been achieved in a time of cost escalations and global supply shortage, but we have been able to make provision for this without adjusting any scope or removing projects. The Annual Plan for the financial year ended 30 June 2023 is very much based on delivering Year 2 of our LTP and doing what we said we would do. A section is included in the front of the document that highlights any minor changes from Year 2 shown in the LTP.

You can find the link to our Annual Plan 2022/2023 in Section 12.

Significant council projects

This report includes details of some of the major achievement over the last three years (section 5) and also outlines some of the major projects that we have coming up (section 8). Completion of our \$40 million infrastructure rebuild programme following the November 2016 earthquake, together with delivery of three waters stimulus programme and several major facilities upgrades means that our Council-owned infrastructure is in a healthy space. This can be seen in our 30 year infrastructure strategy included in the LTP. We also have a number of really exciting projects underway and being completed over the next few years which will continue to help grow and develop our district for the future.

Development within our District

Other than delivery of core services and its capital projects, Council has a role to play to support the economic development of the District. Despite the challenges that were posed by the November 2016 earthquake and COVID-19 over the last few years, it is very exciting to see that there is external confidence in the potential of our District moving forward. A number of significant external projects are currently underway or likely to progress in the next few years. Council will play a role to work alongside these projects to assist with growth within the district. These include but are not limited to:

- **Sudima hotel** – a new five-star hotel is scheduled to open in October 2022.
- **Commercial hotpools, spa and wellness centre** - Council has entered into a lease agreement with Kaikōura Springs to re-develop the former old pool site along the esplanade.
- **Subdivisions** - a number of residential subdivisions are either underway or planned throughout the district.
- **New facilities for emergency services** - new developments are currently underway to house St John's Ambulance and Fire Emergency NZ which should be completed by 2023 latest.
- **Tourism ventures** – the opening of the borders to internationally tourists will hopefully see an increase in tourist numbers returning to the district. This will be good news for existing operators and also provide opportunities for new tourism offerings such as a Zip Line experience. We also see the return of Cruise liners to our district with 16 booked in for the 2022 season.
- **Business park** - ongoing discussions are being had with a developer with regard to potentially establishing a business park at the start of the Inland Rd.

- **International dark skies association accreditation** – The Kaikōura Dark Sky Trust is a dedicated group of community volunteers who are working towards obtaining International Dark Skies Association Reserve Status accreditation for Kaikōura district, providing both environmental and economic opportunities. Kaikōura District Council has confirmed support for the group on multiple levels.

Central Government Reforms

There is no doubt that the Local Government sector across New Zealand is facing the most significant period of reform in many years which is being driven by Central Government. An overview of the most significant reforms and current Council agreed policy with regard to them is provided in section 9.

Financial information

As we enter the 2022/2023 financial year, the Council's financial position is very stable, with debt at \$5.3 million and expected to reach no more than \$7.3 million by the end of June 2023. The earthquake rebuild has put us in a very good position in terms of the age and capacity of our three-waters assets, and our community buildings and facilities have been strengthened and refurbished. Significant work has been done to renew our bridges, road sublayers and surfaces, and we are continuing our commitment to address the roading backlog.

The key financial information contained in this document (section 10) covers the retrospective Funding Impact Statements and summary balance sheet for the last two financial years. It contains the Annual Report figures for 2020, 2021, the annual plan for 2022 and 2023 and the Long-Term Plan for 2024, 2025 and 2026.

It also contains information on our compliance with our Finance Strategy, as well as our key financial prudence benchmarks.

All of the information is collated from our LTP, Annual Plan and Annual Reports.

Record of Thanks and Appreciation

I would like to thank the outgoing Mayor and Councillors for the commitment and the hard mahi that has gone into this triennium. It is a vital role that you play in terms of local democracy. One that requires dedication, passion, strength of heart, resilience and above all strong leadership. I would also thank you for welcoming me in as the Chief Executive Officer mid-way through the term and for the ongoing support and encouragement since then.

I hope that this report is useful in providing an overview of some of the achievements from the last few years as well as some of the priorities for the future. We have a lot of hard mahi (work) ahead of us, but I am excited about the opportunity we have for our amazing district and what we can achieve by working together.

Ngā mihi



Will Doughty
Chief Executive Officer.

3.0 About the Kaikōura District

Overview

Our beautiful district spans from the Haumuri bluffs in the south to the Kekerengu valley in the north, covering 2,046 square kilometres of diverse landscape. The inland boundary of our district is the Inland Kaikōura Range, climbing 2,885 metres and snow covered for much of the year. The spectacular coastline provides excellent fishing, sporting and recreation for our 3,912 residents. The Kaikōura Canyon, at around 1,300 metres deep, provides the natural habitat for the several species of whales, dolphins, seals, and seabirds, and is also host to over 200 species of marine life.

The township is situated on a peninsula protruding from this rugged coastline. Māori legend tells that it was from this peninsula that Maui fished up the North Island from out of the ocean. Māori history and culture are an integral part of Kaikōura, and there is evidence of Māori settlement in the area up to 1,000 years ago.

Historically the district has thrived in the fishing, farming and dairy industries. Today Kaikōura is a world-class tourism destination, attracting one million visitors each year pre COVID-19, yet still maintaining its fishing and farming heritage. The district boasts award-winning restaurants, cafés and accommodation facilities, and world-renowned visitor attractions such as whale watching, swimming with dolphins and seals, surfing, golf, and much more.

The following table is a snap shot from our rating database that provides an overview of the capital and land values and count of properties that is used in the process for setting the annual rates.

Rating database at 1 July 2022:

	Capital value \$000's	Land value \$000's	Count
Rateable	2,228,428	1,337,260	3,018
Non-rateable	114,288	59,162	252
Part-non-rateable	5,611	3,356	8
Total rating units	2,348,327	1,399,778	3,278
Separately used or inhabited parts of a rating unit			3,085

Population	4,260 (3,912 usually resident population count in Census 2018)
Land Area	2,046 sq. km
Represented by	1 Mayor and 7 Councillors, elected at large
Utilities & Services	1 Landfill 8 Public Water Supplies 1 Wastewater system

Insights into our District

For Kaikōura people, our environment is our strength.

We treasure:

- Our natural environment (including our marine life)
- Our cultural heritage (1000+ years of continuous occupation)
- Our connected and supportive community.

Demographic and Economic Insights

We have a high reliance on tourism - nearly 40% GDP, a low median income (hospitality is the main source of income for many households), and static / low growth. Our reliance on tourism is far higher than most other communities, except tourism areas like, Queenstown, Twizel or Te Anau. Many Kaikōura residents are employed in tourism which traditionally has low incomes and relies heavily on seasonal migrant workers.

We have always had a low unemployment rate, but those levels may grow as the impacts of COVID-19 accumulate over time. Compared to the rest of NZ, we have a relatively high proportion of people aged over 60. We lose our youth as they leave for advanced education and future career prospects. Likewise, we also lose our elderly and vulnerable as they move to centres that can support them in later years.

Our economy has been boosted following the earthquake recovery phase, and the infrastructural spend in remediating our roads and the rail. When NCTIR completed the road and rail reconstruction at the end of December 2020, approximately 150 local people were released from the workforce. This, coupled with the impact on tourism from COVID-19, has impacted the local economy. Social wellbeing and economic impacts will need to be monitored closely as the uncertainty caused by COVID-19 drags on into 2022/23 and beyond. In contrast, most agriculture and primary industries

are doing relatively well, although ongoing droughts and other weather events continue to be felt.

Opportunities for improvements

- Diversification of our local economy can only strengthen our district's resilience and provide more economic development that will generate pathways for the next generation.
- Long term employment opportunities are essential, not just to mitigate the immediate effects of COVID-19 but to be able to retain our youth.
- We need to care for our elderly but acknowledge this is complicated given our small scale and the cost of high-end elderly care.

Strengths to build on

- We need to protect and preserve our unique natural environment – this is vital not just for our sustainability, but also for our competitive advantage.
- We should reshape and retell our story – historical, cultural, geological and earthquake recovery stories.
- It is important that we continue to engage with Te Rūnanga o Kaikōura as our major partner and build on our relationship with Iwi especially as we navigate the upcoming reforms.
- We are extremely fortunate that most of our aged infrastructure has been replaced by the earthquake rebuild projects, we have surplus capacity to cater for our projected population, and we have the financial stability to improve our levels of service we deliver to our community.

4.0 About the Kaikōura District Council

Overview

The Mayor leads the Council and:

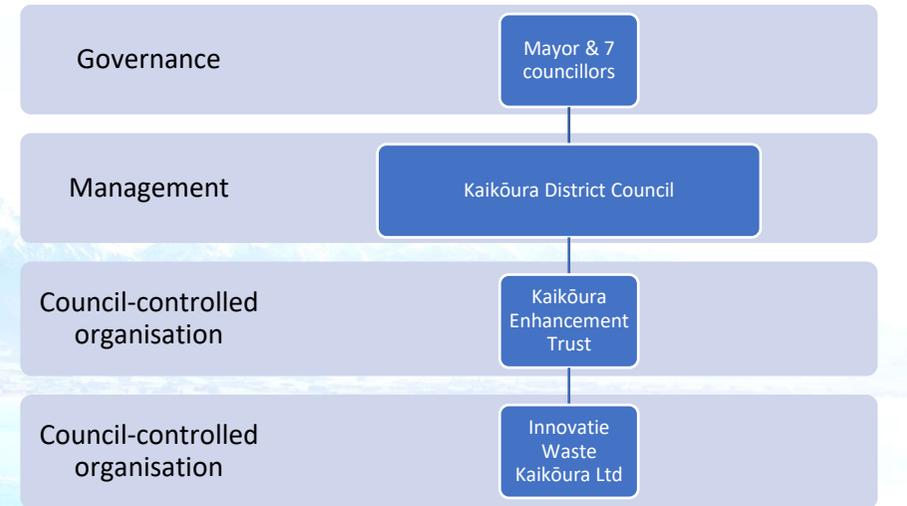
- Sets the vision
- Leads development of the Long-Term Plan, Annual Plans and other key strategic documents
- Represents the Council at public engagements.

Along with the Mayor, Kaikōura has 7 councillors elected at large – which means there are no wards based on geographic areas. These 8 elected members represent the Kaikōura community and make up the governing body of the Kaikōura District Council. These 8 members are responsible for governance and setting policies and strategic direction.

The Chief Executive is responsible for implementing the decisions made by the Council, providing advice to the Council, and ensuring that all the functions of the Council are performed effectively. The Chief Executive is also the sole employer of Council staff.

At 30 June 2022, there were 21 full-time employees with the balance of staff representing 9 full-time equivalents. This team delivers services including animal control, building consent processing & inspections, cemetery, community development, district planning, economic development, emergency management, food & health registrations, footpaths and streetlights, library, liquor licencing, parks, playgrounds, resource consents, roading, rubbish and recycling, and water, wastewater, and stormwater services.

The Council structure includes two Council-Controlled organisations: the Kaikōura Enhancement Trust (KET) and Innovative Waste Kaikōura Ltd (IWK). The Council owns KET, who in turn owns IWK.



KET is a charitable trust which aims to progress environmental projects. It has no staff and is managed within KDC's structure. KET achieves most of its environmental objectives through ownership of IWK, which includes the collection and disposal of waste in an ecologically sound manner, including the management of refuse and recycling facilities.

IWK has its own board, and employs a general manager and staff involved in operating the landfill and recycling centre, as well as three-waters service delivery, public toilet cleaning, etc.

In addition, the Kaikōura District Council owns an 11.5% share in the Marlborough Regional Forestry joint operation (MRF), with the Marlborough District Council owning the balance 88.5% share.

Fostering Māori participation in Council decision-making.

The Council is committed to improving our working relationship with Māori, and acts on the principles of Te Tiriti o Waitangi (Treaty of Waitangi) to include opportunities for Māori to participate in Council decision making in a meaningful way.

Te Rūnanga o Kaikōura (TRoK) & Te Rūnanga o Ngāi Tahu (TRoNT)

Te Rūnanga o Kaikōura (TRoK) is the Papatipu Iwi authority for the Kaikōura district, based at Takahanga Marae.

Te Rūnanga o Ngāi Tahu (TRoNT) is the organisation that services the tribe's statutory rights and ensures that the benefits of the Claims Settlement grow for the future generations. TRoNT is directly responsible for the overall governance of the group and for representing Papatipu Rūnanga and Ngāi Tahu Whānui and delivering direct benefits to them.

Working together

Local Iwi and the Council both support community wellbeing, work to enhance the environment, and contribute to the economic development of the Kaikōura district, but in different ways.

For example, Iwi have a kaitiakitanga (guardianship) role for the environment and the Council has a range of enhancement, monitoring and regulatory functions that it undertakes to protect and improve the environment.

Through over 800 years of history, Iwi have a long-term commitment to the Region and, through various businesses including Whale Watch Kaikōura Ltd, provide economic development and significant employment

to residents of the district. The Council focuses more on providing infrastructure to support businesses and the local economy.

The relationship between the Council and Iwi has in the past been described as a flagship for Ngāi Tahu¹ in how they would see governing bodies working together. Over the last few years that partnership has continued to grow and develop. This is a continuing journey and one that we will continue to walk together over the next few years, especially as we navigate the reform agenda. As a Council, we were grateful to have input from TRoK into our LTP, outlining some of the priorities of the Rūnanga and areas that we can work together.

The Council sees our relationship with the Rūnanga as vital for the community to continue to see the district flourish.

We do this by

- Attending regular hui/liaison meetings including monthly governance level meetings and every other fortnight our CEO and the General Manager of TRoK catch up.
- Attendance at monthly environmental pou (meetings), wider Runanga hui attendance and also other less formal conversations.
- Identifying opportunities for Māori to have input into issues of relevance such as involvement in working groups on specific issues.
- Identifying Council subcommittees and/or joint committees that would benefit from Iwi representation e.g Jointly considering whether Māori representation via a Māori ward would continue to help strengthen the partnership relationship or not.
- Providing staff and Councillors with training to improve the Council's understanding of Iwi culture, protocols and perspective.
- Finding joint initiatives that we can work on together.

¹ As described by R Solomon on behalf of Te Rūnanga o Kaikōura, September 2009, and published with permission in the Council's Annual Reports from 2009 to 2016.

Our vision:

Moving Kaikōura Forward

The Council and staff were involved in determining our vision statement for the Long-Term Plan 2021-31. We chose “Moving Kaikōura forward”.

We felt moving forward is an appropriate vision for several reasons. The first is that it acknowledges we have a point in time to move forward from – the 2016 earthquake. It recognises that the earthquake changed our lives forever, one way or another. It recognises that the earthquake also resulted in significant changes not only for our community, but also for our organisation, the Kaikōura District Council. Moving forward means letting go of the past.

The second reason is that “moving Kaikōura forward” also recognises the rebuild projects that have now all been completed, and we can enter the next phase of recovery which is our new normal. It is our turn as a district and as a community to confidently move forward towards that new normal.

The third reason why “moving Kaikōura forward” is important to us is that, at the Kaikōura District Council, we have developed a strong culture of continual improvement in everything we do. We are implementing new systems including asset management, document management system, process mapping tools, better customer service request processes, and utilising more modern technology such as our new library online portal service. At the Council we are keen to move forward with these exciting new systems and bring a better, more efficient and user friendly, level of service to our community.



Our community outcomes

What are they?

Community Outcomes are the high-level priorities the Council will focus on to promote community well-being. These outcomes have originated from several sources, such as from community feedback, from interactions with our partner agencies and key stakeholders, and from the Corporate & Financial Sustainability Review which concluded in 2020.

Each of our activities are linked to our community outcomes that promote the social, economic, environmental and cultural wellbeing of our community (these are known as the “four well-beings”).

The Long-Term Plan 2021-2031 outlines a performance framework of how we know when will be successful in achieving our community outcomes and how we are going to measure success. We have the plan and now it is about doing what we say we are going to do.

A summary of some of the activities that we manage as a Council is shown in the infographic on page 13.

	<p>COMMUNITY We communicate, engage with, and inform our community</p>
	<p>DEVELOPMENT We promote and support the development of our economy</p>
	<p>SERVICES Our services and infrastructure are cost effective, efficient and fit-for-purpose</p>
	<p>ENVIRONMENT We value and protect our environment</p>
	<p>FUTURE We work with our community and our partners to create a better place for future generations</p>

What we do

District Stats	Community Facilities	Roads & Footpaths	District Development	<h2 style="text-align: center;">Kaikoura District Council</h2> <h3 style="text-align: center;">At a Glance</h3>
<p>Population 4,260</p> <p>Median Age 46.3yrs</p> <p>2,995 Rateable Properties</p> <p>40% GDP From Tourism</p>	<p>Memorial Hall</p> <p>Scout Hall</p> <p>Civic Centre</p> <p>Pensioner Cottages</p> <p>Boat Slipways</p> <p>Cemetery</p> <p>Parks & Reserves</p>	<p>208 kms approx. 50% sealed roads</p> <p>40 Bridges</p> <p>49 km Footpaths</p> <p>6.04km Cycleways</p>	<p>District Plan</p> <p>Strategy & Policy</p> <p>Economic Development</p> <p>Tourism & Marketing</p> <p>Resource Consents</p>	
Annual Survey	<p>8 Public Water Supplies</p>	Water & Waste	Staff	Community & Customer Service
<p>68% Overall Satisfaction</p>	<p>Mayor & 7 Councillors</p>	<p>Sewage System</p> <p>Storm water</p> <p>Drinking Water</p> <p>Recycling Centre</p> <p>Waste Transfer Station</p>	<p>21 Full-Time</p> <p>9 Full-Time Equivalent</p>	Building & Regulatory
Leadership & Governance	<p>Communications</p> <p>Support Services</p>			<p>Dogs & Stock Control</p> <p>Parking</p> <p>Building Control</p>
				<p>Alcohol Licensing</p> <p>Food & Environmental health</p>

5.0 Major achievements in the last three years

Over \$40 million worth of earthquake rebuild projects completed

- The \$40m infrastructure rebuild programme has dominated our capital projects over the last few years but is now complete bar the Waiau Toa/Clarence Valley Access project.
- We worked collaboratively with Central Government agencies including Waka Kotahi (NZTA) and the Department of the Prime Minister (DPMC) to deliver the programme on time and on budget. We have been fortunate to get good financial assistance and support from these agencies to ensure that the \$40m rebuild was completed but at a cost to the ratepayer of only approximately \$2m.
- The rebuild has ensured that our Council infrastructure is now in relatively good shape, especially the three waters networks, which puts us in a better position going forward than many other local councils around the country.
- In summary the key achievements include:
 - 6 bridges replaced and 14 repaired
 - \$8.6m of roading repair work undertaken
 - 4 water reservoirs renewed, repaired and upgraded
 - 3 wastewater pump stations renewed, repaired and upgraded
 - 4 km's of water pipes replaced
 - 6.3 km's of sewer pipes replaced
 - New oxidation pond at the wastewater treatment plant
 - The Inland Road was returned to Council control, having been reinstated to a resilient condition by Waka Kotahi (NZTA) following the November 2016 earthquake.

Building accreditation retained

- The building control services team is required to have a biannual IANZ accreditation audit. This was undertaken in April 2022. The audit determines whether our systems, process and people are fit for purpose to provide building control services to the community.
- The accreditation was retained following the comprehensive audit process. No significant non compliances were identified and 8 general non-compliances (two already nearly cleared by the end of the assessment) were received. This was over half the number of general non compliances that were identified two years ago in the last assessment and none of them are of concern to IANZ. The assessment team highly praised the approach and commitment from all the team. They identified that we are a low-risk BCA and said we are easily in the top quartile of BCAs in the country.

Three-waters stimulus work complete

- Funding from the Government's "no commitment" three-waters stimulus package of \$1.88 million has enabled us to undertake several projects to improve the quality of drinking water, and to improve security and technology to support our three-waters systems.
- The Suburban water supply has been significantly upgraded, so that its water is now sourced from the same bores as the Kaikōura Urban supply, eliminating issues with discolouration and contamination, and removing the boil water notice that has been in place since the earthquake.
- Several water supplies in more rural areas (Fernleigh and East Coast) have received major upgrades to help comply with drinking water standards. It is hoped that permanent boiled water notices will be lifted from these schemes in the next few months.

Memorial Hall and Scout Hall upgrades

- Our main community hall (the Memorial Hall) was damaged during the earthquake and also required further work to meet building code requirements. A total of \$1.096M was spent on the Memorial Hall strengthening and refurbishment.
- The Scout Hall renovation, funded by NZ Lotteries and the Provincial Growth Fund (the PGF), was well underway by the end of June 2021 and reopened in November 2021.
- The Airport terminal and hangar earthquake repair have been completed.

Streetlights converted to LED

- In 2021, streetlights in the Kaikōura township were converted to LED, and technology installed so they can be set on timers and dimmed. Shields were also installed in sensitive areas to reduce upward and outward light pollution. These new lights will save electricity costs, reduce light pollution, and (we hope) help to prevent our Hutton's Shearwaters from crash-landing in the urban area. We worked closely with the Kaikōura Dark Sky Trust during delivery of that upgrade.
- The Council has committed to continue to work alongside the Kaikōura Dark Sky Trust towards the long-term goal of making the Kaikōura district an internationally recognised Dark Sky Reserve. We will also continue to work with Waka Kotahi (NZTA) with regard to their planned LED upgrade within the district for State Highway 1.

Supported the Kaikōura Community Facilities Trust to construct a new pool

- The Kaikōura Community Charitable Trust completed the new swimming pool in 2021, with funding support from the Council of \$1 million at 30 June and a further \$1 million, from NZ Lotteries, and some private donations. This facility was much needed post quakes and is a true example of the community coming together to make it a reality.

Improved asset management systems

- We have implemented a new asset management system which will streamline our customer service requests and enable us to reliably forecast asset renewals and maintenance programmes. An independent peer-review of our asset data has found the quality of our asset data to be graded "B" (reliable).
- We have developed new Roading and Three-Waters asset management plans, to feed into the new asset management system.

Developed a new solid waste transfer station

- We have completed a Solid Waste Assessment and developed a new Waste Management and Minimisation Plan. That Plan was fully consulted on in 2021 and has initiated several major changes to the way in which we provide our rubbish and recycling services.
- We have new solid waste, public toilet cleaning and three-water services contracts with our contractor Innovative Waste Kaikōura Ltd (IWK), having gone out to tender on the solid waste contract to test the market. That tender has confirmed we are getting best value for money from IWK, which is one of our Council-Controlled Organisations.

- We are in the process of completing the development of a Waste Transfer Station at the old landfill site. The site will be operational from July 2022, but completed by December 2022. New contracts are in place to transfer waste out of the district to Kate Valley effective from July 2022.
- Over the next few years we will also be looking to develop and undertake a landfill remediation plan.

South Bay Harbour Business Case

- As part of the Kaikōura Marine Development Project (PGF funded), a Better Business Case has been developed for redevelopment of the existing harbour in South Bay. The business case will be signed off by Council in July 2022. The business case proposes significant redevelopment of the harbour. The next steps will be to seek further funding for undertaking a feasibility study and preliminary design in 2023. The ultimate goal is to seek Government funding for the full redevelopment.

6.0 Our strategic priorities for the next three years

Strategic Priority 1: Deliver on our LTP commitments

As a Council we remain committed to the vision of Moving Kaikōura Forward. Our LTP provides us with the roadmap of what we are going to do and how we are going to do it. The LTP outlines some major priority activities for us to focus our energies on over the next few years. In this time of uncertainty and change we need to focus on the things we can control and prioritise our efforts as a small rural Council. There is so much that we could be doing or may wish to do, but we need to stick to the plan and do what we say we are going to do.

Strategic Priority 2: Economic Development

Kaikōura as a district has been impacted by several global and local events over the last 15 years which has impacted our local economy. This included the Global Financial Crisis in 2008, the earthquake of November 2016 and the global pandemic COVID-19 over the last two years. Our community has shown incredible resilience and strength of character to weather these events and rebound after each set back.

Continuing to support economic development as we emerge from the impacts of the last two years is a strategic priority for Council. One of the major ways we do this is through our continued financial support to Destination Kaikōura, our Regional Tourism Organisation. Our economic development activity also provides information resources, as well as Council support, resources and funding (to a tune of \$58,000 per annum) for events and projects which assist economic development in the district. A recent example of this was partnering with Ministry for Social Development (MSD) and the Mayoral Taskforce for Jobs (MTFJ) to bring

the Rebel Business School to Kaikōura for local entrepreneurs with business ideas to learn new skills.

Strategic Priority 3: Navigating the Reform agenda

The multiple reform agenda of the current government will bring significant change to the local government sector over the next three years. It is also likely to have a major impact on our community and our Council in terms of the activities we undertake and our resources. Currently there is much ambiguity in terms of this change and what it will mean. A strategic priority will be for us to continue to navigate through the reform agenda as it plays out, ensuring that we use our voice to adequately represent our local community, as well as ensuring we look after our people and have a plan for addressing the outcomes.

Strategic Priority 4: Continuing to grow our partnership with Local Iwi and collaborative relationships with other key stakeholders

As outlined above, the landscape for local government and other areas such as Health will significantly change over the next few years. Through that change and opportunity, we need to look to continue to strengthen our partnership with local Iwi as well as key stakeholders such as Environment Canterbury, Department of Conservation, our health service providers and community services groups. Working collaboratively has never been so important to both support each other and to ensure the best outcomes for our community.

7.0 Other major issues, opportunities and decisions

In addition to the challenges mentioned above, over the next three years many major issues, opportunities and decisions affecting the Kaikōura community will require leadership, direction and management. These include:

ISSUE	DESCRIPTION	COUNCIL'S ROLE
<i>Review of Funding and Rating Policies</i>	A review of the current rates system could identify areas where changes would be beneficial or more equitable for ratepayers and users of services. Council is set to undertake a review this financial year.	Rates are set within a strict legal framework (the Local Government Act and the Local Government Rating Act), however the Council has the ability within the legislation to determine its own rating policies, rates and user fees.
<i>National Policy Statement for Indigenous Biodiversity (NPSIB)</i>	The Ministry for the Environment is currently taking submissions on the exposure draft of the NPSIB. The objective of this National Policy Statement is to protect, maintain, and restore indigenous biodiversity within Aotearoa New Zealand.	Under the NPSIB every local authority must undertake a district-wide assessment of the land in its district to identify areas of significant indigenous vegetation or significant habitat of indigenous fauna that qualify as SNAs by 2027. The new council will consider how to give effect to this.
<i>Climate Change Strategy</i>	While the earthquake uplift has alleviated the issue of sea-level rise for the Kaikōura district, the frequency and severity of weather events (including droughts and wet-weather) means the district should plan for these events and seek ways to minimise or mitigate our greenhouse gas emissions and other environmental effects.	The Council plays a key role in decisions as to where developments can occur, the capacity of network infrastructure to protect against climatic events, and also plays a leadership role in managing our impact on the environment and changing our behaviours around transport and energy use. Council is current working on a climate change strategy.
<i>Council-Controlled organisations (CCO) structure</i>	There are advantages and disadvantages to the ownership of the Kaikōura Enhancement Trust (KET), but the reasons for establishing the Trust may no longer apply. The annual cost of accounting for the Trust and meeting its reporting obligations, including audit, is prohibitive. Reviews to date have indicated that the Council could wind up the Trust and make financial savings.	The Council owns KET, who in turn owns Innovative Waste Kaikōura (IWK). Consideration as to the future of KET will need to be a decision for the new council. As with KDC, IWK could potentially be majorly impacted by the three-waters reform. There is opportunity to work jointly with the Board of IWK to positively shape the future of IWK as a CCO.

8.0 Major capital projects on the go at Council

Roading backlog projects

The Council maintains 208km of local roads and 40 bridges in our district. Approximately half of our roads are sealed. Of the bridges, 32 are single lane and 6 apply weight restrictions. Waka Kotahi (NZTA) owns and maintains State Highway One (SH1), which includes Churchill Street and Beach Road (within the Kaikōura township).

In the Long-Term Plan 2021-2031 (the LTP), the Council has substantially increased its investment in local roading maintenance and renewal programmes to address a backlog of road remedial work and surface resealing. This will bring our roads back to a good, safe condition. Alongside the increased capital investment, we are also ensuring our maintenance budgets are at a level sufficient to keep the roads in good condition.

This increased investment in roading will not only address the risk of the roads deteriorating, but also our roads and footpaths are maintained by local contractors, and so continuing with these programmes of work helps keep local people employed and our local economy functioning. This is vital to help sustain our community during the COVID-19 pandemic, and we will continue to support roading projects.

Roading renewals will be a key focus for this current financial year, and for at least the next six years, as the Council works to address the accumulated backlog of underinvestment in road rehabilitation.

Footpath programme

The Kaikōura township lends itself to walking, with stunning scenery backdrops everywhere you look, but our footpaths continue to score among the lowest levels of satisfaction in the Council's resident

satisfaction survey. There are 49 kilometres of footpaths in the Kaikōura township, and the Council has committed to significant extra investment in upgrading current footpaths, as well as proposed cycle and walkways along Beach Road and the Esplanade area.

We have committed to an extra \$100,000 per year (from 2022/2023) in capital renewals, as well as boosting the former \$16,000 maintenance budget to \$60,000 per annum, to bring our urban footpaths up to the standard expected from the community. The footpath programme is anticipated to kick off this financial year with input from the community to develop a prioritised programme of work for the next few years.

Waiau Toa/ Clarence valley Access Project

The Glen Alton bridge in the Waiau Toa/ Clarence Valley was destroyed during the November 2016 earthquake and is to be replaced. With rebuild costs estimated to be over \$12 million, support from Waka Kotahi (NZTA) is essential, and that Agency has indicated it will fund 95% of the cost subject to it being to a design agreed with the Agency. We are currently working through with Waka Kotahi (NZTA) with regard to the impacts of inflation and timing on the project estimates. The design phase of the project is well underway and resource consents lodged, but actual construction will not be underway until this 2022/2023 financial year and may not be completed until 2025. We are continuing to work with the Runanga in regard to issues they have raised around the project.

Link Pathway Project

In 2021, the Council made a successful application to the Tourism Infrastructure Fund (TIF) for a new \$2.1 million Link Pathway from West End to Point Kean. The Link Pathway is a multi-use path from the Kaikōura Information Centre along the Esplanade and Fyffe Quay to the seal colony at Point Kean, linking key attractions, activities, sites, food and accommodation providers. The project also includes the upgrade of an

existing walkway from the Esplanade to the Kaikōura Lookout. This Pathway therefore takes in two of the most frequented spots on the Kaikōura peninsula.

TIF will contribute \$1.9 million toward the project, leaving the Council with \$200k to fund by loan. The Council has opted to loan fund the project over two years (\$200k in 2022 and \$221k in 2023), which includes provision for contingencies. If these loans are not required, then this will be revisited in the 2023 Annual Plan.

The project is broken into two Stages with the first stage from Memorial Gardens to the corner of Esplanade and Torquay St. Stage 2 continues around to Point Kean. All necessary consents and approvals have now been received for Stage 1 and it is anticipated that work can get underway in Spring 2022. The project is anticipated to be completed by June 2024.

District Plan Rolling Review

The Kaikōura District Plan, in accordance with our functions under the Resource Management Act 1991, sets strategic direction for how and where development should occur. It sets out standards for development and how we can assist in managing our environment. It also identifies where resource consents are required and attempts to provide certainty for property owners and occupiers, developers, and the environment.

The District Plan is due for a full review. A prioritised rolling review has been started where chapters are reviewed in groups as opposed to reviewing the whole of the Plan at the same time. Reviews are a statutory process open for public submission. We have scheduled the review in our Long-Term Plan and budgeted for its costs. The process will be largely delivered using consultants, and the Council's Planning team is resourced for business-as-usual activity only.

The review may need to adapt to the Government's promised reform of the Resource Management Act. In 2021 we completed a review and

update of the Natural Hazards Chapter and also rehoused the existing District Plan in the new national template.

Wakatu Quay Development

The Council's application to the Provincial Growth Fund (PGF) was successful back in 2020, with \$9.88 million granted to develop Wakatu Quay into a commercial precinct. The existing buildings at Wakatu Quay were demolished to make way for the exciting new development.

In 2021 the project team completed the Concept Design for the site and sought expressions of interest for potential investors/ developers for the site. Since February 2022 the project has been working with Cooper Developments under a Memorandum of Understanding (MOU) to undertake joint due diligence on the commercial viability of the project. Should the parties agree to continue to work together then it is anticipated that detailed design work would commence in November 2022 and be completed by May 2023, with construction starting from July 2023. A resource consent for the development will be lodged imminently.

Kāinga Ora Infrastructure Acceleration Fund

Since November 2021, Kaikōura District Council has been working with a local developer to seek funding under the Kāinga ora Infrastructure Acceleration Fund (IAF), which seeks to help projects accelerate core infrastructure that enables housing outcomes. On the 21st July 2022 the Minister for Housing announced that we have been successful with our funding proposal for \$7.8m which will see a significant upgrade of Ludstone Rd and Green Lane including the provision of both walking and cycling facilities. The funding helps enable the Vicarage Views Subdivision as well as parts of Ocean ridge. A total of 405 sections will be enabled which includes an initial focus in Vicarage Views on low to middle income housing and much needed elderly people's housing. The infrastructure upgrade will commence in 2022.

9.0 Local Government Reform

Central Government is currently progressing with a significant reform agenda across multiple sectors including local government, health, environment and emergency management.

There are three significant reform and review processes currently in train that will have a major impact on local government - Three Waters, Resource Management and the Future for Local Government. They collectively and individually represent the largest reforms to local government and local governance since the abolition of the provinces in 1877.

Central Government believes that what the reforms have in common are that they aim to achieve better outcomes for communities and the environment, efficiency improvements, and give effect to the principles of Te Tiriti of Waitangi. However, they are progressing on different (but aggressive) timelines and without, what appears to be from the outside, much of a joined-up approach. They are contributing to an increasingly complex and uncertain operating environment for local government now and post the 2022 elections. There is no doubt that the navigating change generated by the reforms will be a core focus for the next three years, but with change also comes opportunity. Our immediate focus is to deliver on our commitments within the current environment of uncertainty as the reform agenda continues to develop. We do that by managing the things we can control and focusing on delivering on our promises made in the LTP. Simply put, we do what we say we are going to do.

Three Waters Reform

Following the campylobacter outbreak in 2016 and the Government's Inquiry into Havelock North Drinking Water, central and local government have been considering the issues and opportunities facing regulation and management of the three waters (drinking water, wastewater, and stormwater).

The focus has been on how to ensure safe drinking water for all, improve the environmental performance and transparency of wastewater and stormwater network and deal with funding and affordability challenges, particularly for communities with small rating bases or high-growth areas that have reached their prudential borrowing limits. There is also a need to future-proof the assets and plan for the effects of climate change.

Both central and local government, including the Kaikōura District Council, are committed to better outcomes for communities and the environment and there is agreement that at a national level the status quo is not sustainable, despite the significant contribution, investment, and effort that local government and communities have made to date. There is also agreement on protection from privatisation of the three waters services and assets.

However, Kaikōura District Council currently does not believe the case for change is compelling at a local level. With significant investment in our infrastructure post-earthquake; and use of the first tranche of reforms stimulus money, that was provided on a no commitment basis our three waters infrastructure is in very good shape. This can be seen in our 30 year infrastructure strategy included in the LTP. With the information provided to date from Central Government, we simply cannot guarantee that our local community would be better off under the proposed reform model.

At the Council meeting of 1 September 2021, the council voted to support a Notice of Motion ***That Kaikōura District Council will not agree to transfer any water, wastewater or storm water assets to any other entity without first undertaking a full consultative or referendum process with the Kaikōura community.***

At the Council Meeting of the 24 November 2021 the Council voted to join the Communities for Local Democracy (C4LD) campaign. This is a group of over 31 councils from across the Country that represent over 1.4m New Zealanders. This group is opposed to aspects of the proposed reforms as

they currently stand and are working to influence and change the current proposals.

In October 2021 the Government announced that it would mandate the proposals to change the way three waters are delivered, effectively removing the ability for each local community to make a decision for itself.

The proposal is that the responsibility of managing and operating three waters assets would be removed from councils and all the Council's three water assets and any liabilities related to three waters would transfer to four regional Water Services Entities. As the proposed transfer is currently intended to happen on 1 July 2024, this would be within the term of the incoming Council. It is currently anticipated that assets, debt and delivery of the services for the three waters will fully transfer to the new regional entity by 1st July 2024 thus removing a significant component of our core services.

Parliament is currently considering the Water Services Entities Bill that creates this new entity and three others around the country. Under the Bill these entities will manage the future delivery of three waters services across the country. The Bill also sets out how these entities will operate, and how the local community will be able to hold them accountable. As a Council, we will be submitting on the proposed Bill by the due date of the 22nd July and supporting the wider submission from C4LD.

The government has stated that later in the year a second Bill will provide further details on the powers and duties of the entities. That Bill will also allow the Government to regulate the amount and the ways in which the entities charge for these services, and how they will demonstrate their services are value for money.

² based largely on the recommendations of the independent review of the resource management system – the Randerson Report (launched in 2019 and published in 2020)

We understand this Bill will enter Parliament in or around September this year so the incoming Council will need to decide whether it wishes to submit on this Bill, and what it might say.

This is a significant issue for our small Council. In August 2021 we sought feedback from our community on the second part of the proposed reforms and had an overwhelming negative response. This helped inform our feedback to central government in September 2021.

There is a dedicated section on our website with all of the latest information with regard to the Three Waters Reform.

<https://www.Kaikoura.govt.nz/our-services/three-waters-reform/>

Given the current path, the next Council will need to work with the new Three-Waters entity to ensure all Kaikōura communities get the services they need now and in the future. The Council will need to work closely with the Government as this new entity is set up to make sure our district is represented on or through the regional representative group. The Council will also need to work with me, the CEO, as its sole employee to ensure my staff are supported through an incredibly challenging period of change management, both for those transitioning to the new entity and for those that are not, as well delivering the Councils work programmes.

Resource Management Act Reform

After many years of incremental changes, the Government is overhauling the resource management system² with the aim to:

- protect and restore the environment and provide for intergenerational wellbeing
- better enable development within environmental limits

- better recognise Te Tiriti o Waitangi principles, te ao Māori and mātauranga Māori
- better prepare for adapting to climate change and risks from natural hazards, as well as mitigating greenhouse gas emissions
- make the system less complex and more efficient while retaining local democratic input.

The Government has said it will introduce three new pieces of legislation to achieve its objectives. The:

- Natural and Built Environments Act - the primary replacement for the Resource Management Act 1991. It will require outcomes-based planning and development within environmental limits and targets, give effect to the principles of Te Tiriti, create a single regional plan, overseen by a single regional committee, supported by a National Planning Framework.
- Strategic Planning Act – introduces mandatory 30-year regional spatial strategies that will set out, at high level, how regions and communities will develop integrating land use, major infrastructure and investment. It too is guided by the National Planning Framework and will be overseen by a regional committee.
- Climate Adaptation Act – this will deal with the complex policy, economic and legal issues around adapting to the effects of climate change, including managed retreat.

The Natural and Built Environments and Strategic Planning Bills will be introduced into Parliament around or shortly after the election period. The incoming Council will need to consider whether and how it wishes to respond to these Bills very soon after it takes office. The Climate Adaption Bill is likely to be introduced next year.

The reform of the resource management system will have a major impact on the Kaikōura District Council including future governance arrangements, functions, structure, decision making, operations, and investment priorities. The resource requirements and costs of transition cannot be underestimated, particularly as we transition to the new system while fulfilling essential requirements under the current one.

The resource management sector is currently under significant strain and facing capacity issues, including sourcing and retaining appropriately skilled people. There is currently a shortage of skilled planners and spatial planning will draw on the skills and expertise of a wide range of specialists and expertise from across the Council and beyond. There are also constraints on mana whenua and their capacity to fully participate in the current, let alone, future system.

The success of the new resource management system and the Council's part in it will depend in large extent on how well the transition to and implementation of the new system is planned for, managed and resourced and impact of inter-related reforms in water and the future of local government.

As outlined in section 8, one of our current major projects is the review and upgrade of our District Plan. This review will need to occur in the context of the RMA reforms. We are prioritising our rolling review to ensure that the most critical parts of the plan are updated first to feed into the regional planning process.

More details about the reform of resource management can be found on the Ministry for the Environment website at

<https://environment.govt.nz/what-government-is-doing/key-initiatives/resource-management-system-reform/overview/>

Review into the Future for Local Government

On 24 April 2021 the Minister of Local Government announced that she had established a Ministerial Inquiry into the Future for Local Government. The overall purpose of the review is to “identify how our system of local democracy needs to evolve over the next 30 years, to improve the well-being of New Zealand communities and the environment, and actively embody the treaty partnership.”

In September last year the panel released an interim report that set out the engagement it had done up to that time, and the lines of inquiry it would follow. The full report, *Ārewa te ake Kaupapa: Raising the Platform* can be found at

https://www.futureforlocalgovernment.govt.nz/assets/Uploads/DIA_1672_4_Te-Arotake-Future-of-Local-Government-Interim-report_22.pdf

Ārewa te ake Kaupapa poses five key questions:

1. how should the system of local governance be reshaped so it can adapt to future challenges and enable communities to thrive?
2. what are the future functions, roles, and essential features of New Zealand’s system of local government?
3. how might a system of local governance embody authentic partnership under Te Tiriti o Waitangi, creating conditions for shared prosperity and wellbeing?
4. what needs to change so local government and its leaders can best reflect and respond to the communities they serve?
5. what should change in local governance funding and financing to ensure viability and sustainability, fairness and equity, and maximum wellbeing?

The panel has met with every local authority as part of its engagement, including a meeting on 30th March 2022 with our councillors and some of our senior managers.

At that meeting the Panel explored the following five big shifts and how our local context might influence them:

1. Strengthened local democracy
2. Stronger focus on wellbeing
3. Building on existing relationships with Hapū/Iwi/Māori
4. A genuine partnership between Central Government and Local Government
5. More equitable funding model that reduces the burden on the ratepayer

We highlighted the important role that small councils play with regard to local voice and local representation and the grassroots level connection that small local councils have with both the community and other agencies. This helps promote good collaboration and communication. Small councils can also help bring organisations together and work together to get things done. A great example of this was both immediately after the Nov 2016 earthquakes as well as the longer recovery process.

A draft report and recommendations for public consultation will be released by the Panel after the local government elections. The final report will be presented to the Government by 30 April 2023. With Parliamentary elections likely in late 2023 the Government may take some time to decide what, if any, of the panel’s recommendations it wishes to take up.

The new Council will need to respond to the Panel’s recommendations soon after being elected, and then consider the Panel’s recommendations to Parliament. In the future, Government decisions may change Council’s role, functions and structure.

10.0 Financial Statements 2020 to 2026

Basis for preparation

The following section outlines our financial statements and how we are staying within the requirements outlined in our financial strategy.

The financial statements have been prepared on an ongoing concern basis, and the accounting policies within the Council's annual reports and long-term plans have been applied consistently throughout the period.

The financial statements presented in this Pre-Election Report are for the Kaikōura District Council only, and do not include financial information for the two subsidiary Council-Controlled Organisations, the Kaikōura Enhancement Trust and Innovative Waste Kaikōura Ltd.

Financial information for the financial years ended 30 June 2020 and 2021 are taken from the audited financial statements included in the Kaikōura District Council Group annual reports.

- Actual results for the 2022 financial year were not finalised at the time of preparing this report. Therefore, we have used the forecast financial statements from the Annual Plan 2022 (which is the first year in the Long-Term Plan 2021-2031).
- Financial information for the next financial year (2022/2023) are taken from the Annual Plan 2022/2023.
- Financial information for the three years following the election is taken from the Long-Term Plan 2021-2031.

Note: Central government has decided to proceed with its Three-waters Reform programme to change the governance and management of water activity across New Zealand. This includes water supply, wastewater management and disposal, and stormwater management. This will result in significant changes to the Council group's revenues, assets, liabilities and the services we provide. However, there is not yet enough certainty about the specific impacts to incorporate into our forward budget projections.

The actual financial results for 2025 and 2026 financial years are likely to be significantly different to the financial forecasts disclosed in this Pre-Election Report 2022, and in the Long-Term Plan 2021-2031. Those financial forecasts have assumed the "status quo" in terms of three-waters operations and ownership, which is now extremely unlikely to eventuate.

Funding Impact Statement

For the financial year ended 30 June (\$'000s)	Annual Report		Annual Plan		Long Term Plan		
	2020	2021	2022	2023	2024	2025	2026
Sources of operating funding							
General rates, UAGC, and rates penalties	3,008	3,422	3,745	3,883	3,991	4,236	4,320
Targeted rates	4,868	4,767	4,809	5,061	5,075	5,156	5,394
Subsidies & grants for operating purposes	5,695	4,431	1,638	2,771	658	676	690
Fees and charges	1,759	2,520	1,528	1,526	1,817	1,869	1,931
Interest and dividends from investments	2	6	7	3	4	3	3
Fuel tax, fines, infringements fees and other	814	761	78	88	114	127	130
Total operating funding (A)	16,146	15,907	11,805	13,332	11,659	12,067	12,468
Applications of operating funding							
Payments to staff and suppliers	13,789	14,425	11,843	12,879	10,467	10,820	10,894
Finance costs	152	69	118	189	225	260	275
Total applications of operating funding (B)	13,941	14,494	11,961	13,068	10,692	11,080	11,169
Surplus/(deficit) of operating funding (A - B)	2,205	1,413	(156)	264	967	987	1,299
Sources of capital funding							
Subsidies and grants for capital expenditure	11,942	7,361	4,976	5,163	5,457	408	419
Development and financial contributions	31	18	125	44	46	47	48
Increase/(decrease) in debt	5,423	(2,000)	1,214	406	2,171	489	415
Gross proceeds from sale of assets	-	-	250	325	-	-	-
Total sources of capital funding (C)	17,396	5,379	6,565	5,938	7,674	944	882
Application of capital funding							
Capital expenditure							
- to meet demand	260	254	3,894	3,535	-	-	-
- to improve the level of service	834	1,223	2,623	514	264	270	195
- to replace existing assets	16,551	7,597	4,716	3,835	9,012	1,836	2,603
Increase/(decrease) in reserves	1,956	(2,282)	(4,824)	(1,681)	(635)	(175)	(617)
Total applications of capital funding (D)	19,601	6,792	6,409	6,203	8,641	1,931	2,181
Surplus/(deficit) of capital funding (C - D)	(2,205)	(1,413)	156	(264)	(967)	(987)	(1,299)

Summary Statement of Financial Position

For the financial year ended 30 June (\$000s)	Annual Report		Annual Plan		Long Term Plan		
	2020	2021	2022	2023	2024	2025	2026
ASSETS							
Current assets							
Financial assets	4,331	5,456	742	3,998	1,004	702	650
Non-financial assets	3,298	1,698	1,343	1,455	1,360	1,042	1,071
Total current assets	7,629	7,154	2,085	5,453	2,364	1,744	1,721
Non-current assets							
Financial assets	57	182	207	287	207	207	207
Non-financial assets	203,993	215,580	218,337	228,091	243,622	242,378	241,793
Total non-current assets	204,050	215,762	218,544	228,378	243,829	242,585	242,000
TOTAL ASSETS	211,679	222,916	220,629	233,831	246,193	244,329	243,721
LIABILITIES							
Current liabilities							
Borrowings	4,000	3,000	-	-	-	2,000	-
Other liabilities	4,806	4,695	1,723	1,851	1,553	1,597	1,606
Total current liabilities	8,806	7,695	1,723	1,851	1,553	3,597	1,606
Non-current liabilities							
Borrowings	3,000	2,000	6,000	7,300	10,000	8,000	11,000
Other liabilities	2,083	1,956	2,084	2,016	726	726	726
Total non-current liabilities	5,083	3,956	8,084	9,316	10,726	8,726	11,726
EQUITY							
Accumulated equity & reserves	186,287	204,281	209,083	221,591	220,783	233,914	232,006
Surplus/(deficit)	11,503	6,984	1,739	1,073	13,131	(1,908)	(1,617)
RATEPAYERS EQUITY	197,790	211,265	210,822	222,664	233,914	232,006	230,389
TOTAL LIABILITIES & EQUITY	211,679	222,916	220,629	233,831	246,193	244,329	243,721

Compliance with our Financial Strategy

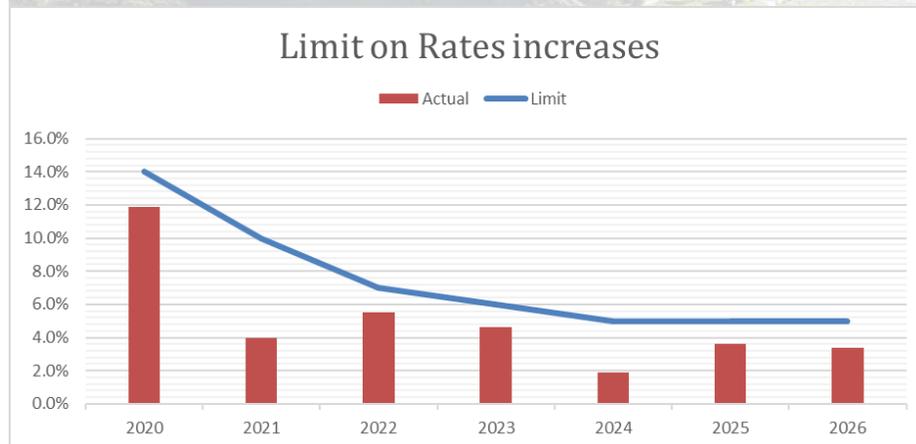
Return on investments

The Council has very limited investments, mainly consisting of our share in the Marlborough Regional Forestry (MRF), and our ownership of two Council-Controlled Organisations, Innovative Waste Kaikōura Ltd and the Kaikōura Enhancement Trust.

None of our investments are expected to generate a return within the next six years.

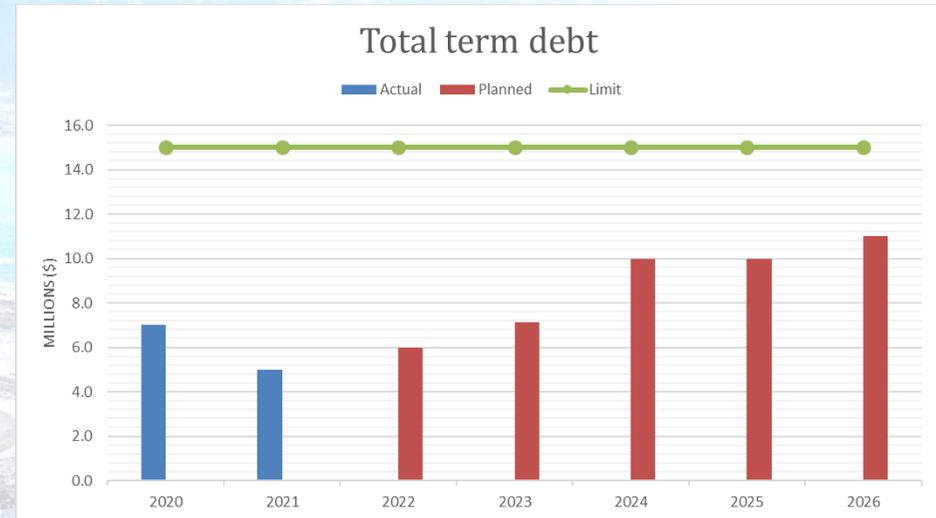
Rates & limits on rates

The Council's financial strategy set a limit on rates increases for the 2022/2023 financial year at 6%, and 5% for every year thereafter to 2031. The Annual Plan 2022/2023 shows the total rates requirement is a 4.63% increase over the previous year, which is well within the limit set by the Council's financial strategy.



Borrowing & debt limits

The Council has set a self-imposed limit on the amount it can borrow, to no more than \$15 million. It has also set a limit on loan interest expenses to be no more than 10% of total revenue. Actual debt is expected to reach up to \$7.3 million, less than the \$8.0 million forecast in the LTP. Loan interest is forecast to only be around 1.02% of total revenue.



Borrowing facilities are in place with the Local Government Funding Agency (LGFA) and also with the Bank of New Zealand (BNZ).

Balanced budget

A balanced budget means that revenue is set at a level that is adequate to cover all operating expenses (including depreciation). The Annual Plan 2022/2023 forecasts a surplus of \$1.07 million, and therefore meets the definition of having a balanced budget. Once again grants and subsidies are a large portion of our total revenue, with \$7.9 million forecast in grants and/or subsidies for 2022/2023.

Financial assumptions

- Loan interest rates will be less than 3.0% with the Council borrowing from the Local Government Funding Agency (LGFA).
- Waka Kotahi (NZTA) subsidies for roading work is 51% for normal roading maintenance, and 95% to rebuild the Waiau Toa (Clarence River) Bridge.
- Provincial Growth Fund (PGF) of up to \$4.42 million will be received during the 2022/2023 year, to progress with the Wakatu Quay development and South Bay marina feasibility study.
- PGF funding of \$889k will be received to progress the Link Pathway project.
- The Waiau Toa (Clarence River) Bridge replacement will take three years with final completion in the 2024/2025 financial year.
- The Wakatu Quay and the Link Pathway projects will each progress beyond this Annual Plan year, with expected completion for each by end of June 2024.

Level of uncertainty and risks

The COVID-19 pandemic continues to turn our world on its head, and now the Russian invasion of Ukraine threatens to destabilise the supply of wheat, oil and other products to the world. The confluence of the number of shocks to societies and economies globally is unprecedented. This Annual Plan has been prepared during this uncertainty, and it is expected to be several years before things return to “normal” (whatever that is).

Not least amongst the uncertainty is the increasing cost of construction, and the delays in supply of goods and materials. We are also facing the risk that Council staff need to take sick leave for extended periods or at key times of the year, and that this could affect our levels of service. We have business continuity plans in place to help to mitigate this issue.

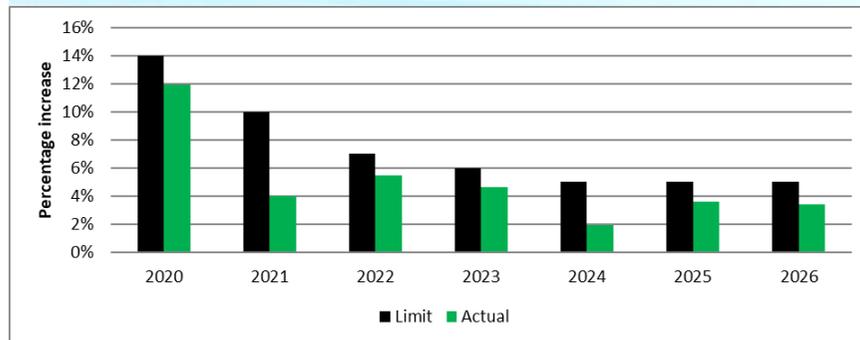
Readers are encouraged to consider the very high level of uncertainty in preparing its forecast financial statements. The Council has mitigated the financial uncertainty by ensuring we have some reserve funds in place and can raise short-term contingency loans at short notice if reserve funds are unavailable.

Financial prudence benchmarks

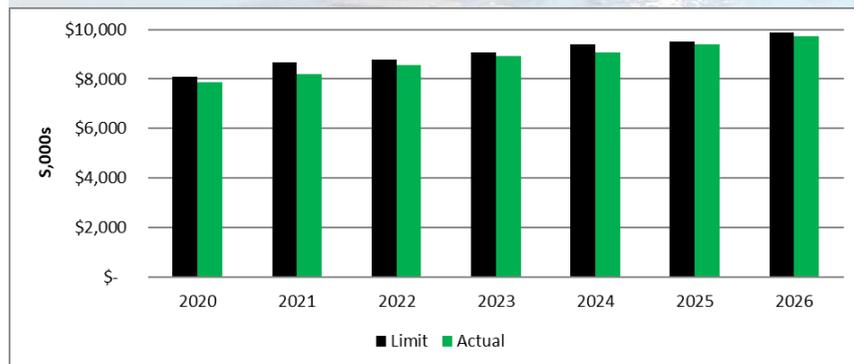
Rates affordability benchmarks

Following the November 2016 earthquake, the Council needed to apply relatively large rates increases of 14% in 2019 and again in 2020. This has provided a stepped increase that enabled the Council to respond to and recover from the quakes, and now enables the Council to sustain good levels of service and keep rates increases to no more than 5% for at least the next four years.

The following graph shows rates increases continue to remain well within our self-imposed limit on rates increases as a percentage.

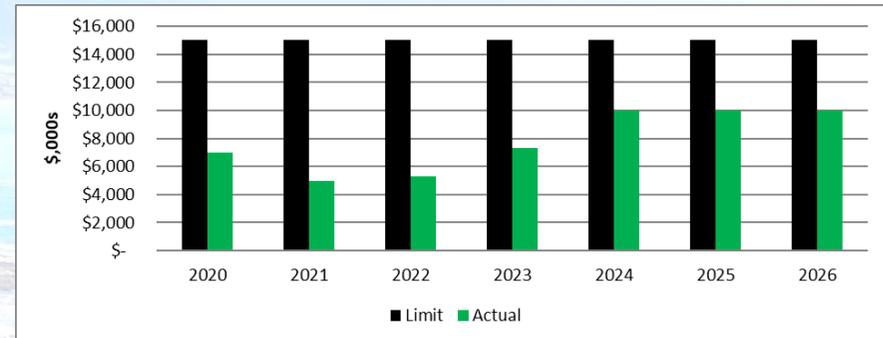


The following graph also shows rates will remain within the dollar value limits (calculated by the above percentages).



Debt affordability benchmark

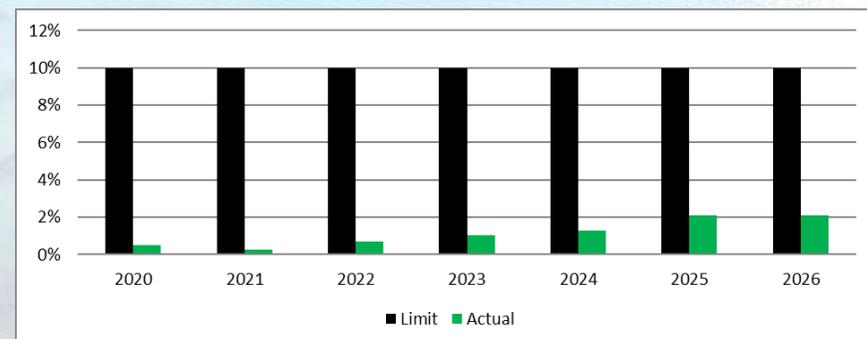
The Council has a self-imposed limit on total borrowing of \$15 million. The graph below shows we currently do not expect our borrowings to exceed \$10 million within the next four years. This means if there were to be another earthquake or unforeseen event, the Council could borrow to meet the immediate costs to respond to the event, until insurance and other funds are received to progress the rebuild and recovery.



Debt servicing benchmark

The following graph compares the Council's loan interest costs as a percentage of revenue (revenue excluding development contributions, vested assets, and other gains). The Council meets the benchmark if borrowing costs are equal to or less than 10% of revenue.

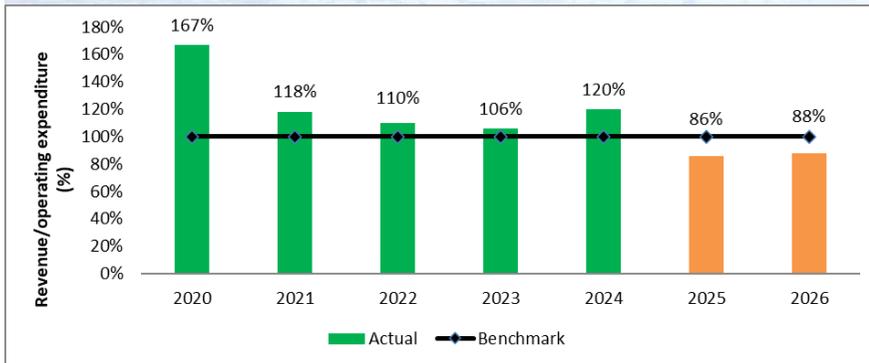
The graph below shows we are well below that benchmark.



Balanced budget benchmark

The Council meets the balanced budget benchmark if its planned revenue equals or is greater than its planned operating expenses.

The Council meets the benchmark until the 2025 financial year, when forecast grants for various capital projects are expected to cease. To date the Council has made the conscious decision not to fund depreciation, instead funding renewal expenditure through rates, and seeking external funding for upgrades from grants, subsidies, and borrowing.



The Council’s decision not to fund depreciation (and therefore potentially not meet the balanced budget benchmark) should be read in conjunction with the essential services benchmark (below).

Essential services benchmark

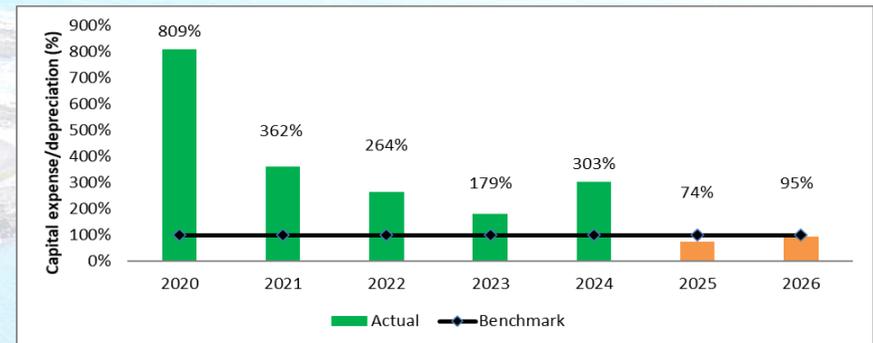
This benchmark displays the Council’s capital expenditure on network services as a proportion of depreciation on those network services. Ideally, annual capital expenditure should be spent at a similar level to annual depreciation to ensure that assets are not deteriorating over time.

The essential services benchmark graph highlights the extent to which our earthquake rebuild projects and other capital works have significantly exceeded depreciation.

The Council’s Infrastructure Strategy in the Long-Term Plan 2021-2031 confirms that – because roading, water, wastewater and stormwater assets have substantially been renewed following the earthquake, there is actually very little renewal expenditure required for at least the next 30 years.

The exception to this is roading, where the Council has identified a backlog of work and has committed to address this by ramping up the roading capital programme.

The Council does not meet the essential services benchmark (capital expenditure as a proportion of depreciation) in the 2025 and 2026 financial years, because – other than addressing the roading backlog – there is very little capital work identified as necessary in those years.



11.0 Local Elections 2022

The local government elections are where you vote for who will be the mayor and the councillors for the Kaikōura District Council for the next three years.

This is also your opportunity to vote for the local representatives of Environment Canterbury. There are no District Health Board elections this term.

Key upcoming dates are shown below.



Nomination day opens	15 July 2022
Nominations close at 12.00 Noon	12 August 2022
Final Candidates announced	17 August 2022
Delivery of voting papers	16-21 September 2022
Election day: Voting closes at 12.00 Noon	8 October 2022
Progress and preliminary results published	8 October 2022
Declaration of final results	13-19 October 2022

12.0 More information

Links are provided to all of the following documents:

- **Long-Term Plan 2021-2031**
<https://www.kaikoura.govt.nz/our-council/plans-reports-bylaws-and-policies/>
- **Annual Plan 2022/2023**
<https://www.kaikoura.govt.nz/assets/Uploads/Annual-Plan-2022-2023.pdf>
- **Annual Report for the year ended 30 June 2021**
<https://www.kaikoura.govt.nz/assets/Uploads/Annual-Report-2021.pdf>
- **Kaikōura District Plan**
<https://www.kaikoura.govt.nz/our-council/plans-reports-bylaws-and-policies/>
- **Elections Information**
<https://www.kaikoura.govt.nz/local-elections-2022/>



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Report to:	Council	File #
Date:	27 July 2022	
Subject:	Community Services Team Update	
Prepared by:	Susi Haberstock – Community Services Manager	
Input sought from:	Community Services Team and partners	
Authorised by:	Murray Dickson – Senior Manager Corporate Services	

1. SUMMARY

The purpose of this report is to keep the Mayor and Councillors informed of the activities delivered by the Community Services Team and collaborations with the Kaikōura community.

The report this month includes the following activity updates for May:

1. Community Development
 - a. Community Development and Events
 - b. Grants and Community Groups
 - c. Community Services Committee reports
 - i. Te Hā o Mātauranga
 - ii. Sport Tasman
 - iii. Te Hā o Te Ora – Kaikōura Health
 - d. Mayor’s Taskforce for Jobs
2. Library Dashboard
3. Kaikōura Emergency Management

2. RECOMMENDATION

THAT the Council receives this report.

3. ACTIVITY UPDATES FOR MAY

3.1 Community Development

a. Community Development and Events:

The Community Development and Events coordinator, S Wright, has had a busy 3 weeks in her new role and has had some positive feedback from her posts on the Events Facebook page. She has also been sharing her posts from the Events page onto the Kaikōura Notice Board and engagement levels are increasing, suggesting this a useful tool to get the word out.

She has also attended meetings with Destination Kaikōura, a Regional Events Fund panel, various community meetings and has completed her Emergency Operations Centre training.

Housing Forum

The Forum welcomed Penny Hamilton, our Regional Housing Adviser based in Nelson, who has replaced Ronnie Gibson. She will keep the Forum updated with the official housing statistics. There are currently 9 people on the Kaikōura social housing register, up from 6, showing an increased social housing need.

Violence Free Network

At the meeting on the 12 July 2022, the Network approved two applications subject to more information:

1. Wairau Women’s Programme - \$5,000.00

Approved subject to Marlborough Women’s Refuge being the contract holder.

2. Men's Mentoring Programme - RISE - \$14,000.00

Approved subject to more details around the budget and an electronic submission of the application.

b. Community Grants and Community Groups

Community Grants

- **Creative Communities Scheme (CCS)**

There are 15 active projects from 2021-2022 and 6 projects are late with their accountability. 2022-2023 Round 1 of 4 scheduled hui on 10 August 2022 for assessment. We have received 4 applications:

- Percussion Show for all Kaikōura schools
- Kaikōura Primary School mural
- Takahanga Bowling Club mural
- 48 hours in Kaikōura Exhibition

A Brown attended an online Zoom which included CCS marketing and end of year reporting.

- **George Low Fund**

An assessment hui for 2021-2022 was held on 22 June 2022. 2 applications were received and approved for 2021-2022:

- Kaikōura Play Centre full requested \$2,116.91, fully funded
- Kaikōura Badminton Club requested \$1,953.99, fully funded

- **Sports NZ**

Assessment hui for 2021-2022 was held on 22 June 2022 and there still are 2 projects active from 2020-2021. Both requested extensions due to COVID-19 delays, both approved. 2 new applications were received and approved for 2021-2022:

- Kaikōura Play High School - Hockey requested \$4,840.00, fully funded
- Kaikōura Rugby (JAB) Club requested \$14,000.00, fully funded

- **Community Initiative Fund**

We have 10 active projects from 2021-2022 and only 1 project has an overdue accountability. 2022-2023 Round 1 of 2 scheduled hui on 28 September 2022 for assessment.

- **Mayoral Fund**

Discussed with Mayor how he would like the process to roll out. Actions:

- Check out what other councils are doing i.e., application, process, etc.
- Make recommendations and present to Mayor Mackle.
- Further discuss with the mayor confirmation and approval.

Community Groups and Services

Marlborough Women's Refuge will be delivering the Wairau Women's Programme which received funding from the Violence Free Network.

The RISE Men's group is going well, and a new member was welcomed last week. RISE is also offering a Women's Safety Programme via zoom.

Te Ahi Wairua o Kaikōura continues to provide respite care and wananga for whānau and individuals referred by community and services from both within Kaikōura and externally.

Stats NZ is developing connections and relationships in preparation for Census 2023 and regularly attends the Community Networkers meeting.

Amelia Hollman has replaced Ngaio te Ua as a Te Runanga o Nga Maata Waka Whānau Ora Navigator and is closely working alongside KDC Community Development on many different fora, including discussing the needs of Māori in our community. With the lessening of COVID-19 restrictions, and meeting with many people and groups over the past few months, a recurring theme is emerging - people are ready to get together to discuss cultural aspirations. As a result, a group of dedicated volunteers are now meeting weekly. The group had their first meeting this month and 12 people are interested to further these discussions.

Community Networkers

8 organisations and 13 people attended this months Networker’s meeting. Highlights from the meeting below:

- A Health and Wellbeing 12-month online course, previously only for Whanau Ora Navigators, is now open to everyone. Commitment requires 2 hours Tuesday and 2 hours Wednesday.
- Parenting through Separation online course dates:
 - Monday 25 July – 10am – 2.30 pm
 - Monday 14 November 2022 10am - 2.30pm
- Te Tai o Marokura is offering a second Health Day on the Pa – whanau vaccination clinic on Monday 25th July 2022 from 2pm – 7pm. The following vaccinations will be available:
 - Flu
 - MMR
 - HPV
 - Shingles
 - DPaP
 - Pertussia
 - Pfizer 1st, 2nd vaccinations
 - 1st and 2nd booster

Also available will be:

 - Mirimiri
 - Health promotion
 - Kai
 - Gift bags
 - Face paint
 - Bouncy castle
 - Rongoa Māori
- Te Tai o Marokura are organising a Youth Symposium later in the year.
- The Mayfair Theatre:
 - many visitors from schools
 - providing personal guided tours for people who want to see the new facilities since the earthquake
 - All theatres are available for private hire for functions e.g., live shows.
 - Art classes continue upstairs.
- Kapa Haka every Monday in the Supper room – 6.30pm to 8.30pm.

c. Community Services Committee (CSC) reports:

The Community Services Committee received a report from 3 external organisations:

1. Te Hā o Mātauranga - what we committed to	Who have we engaged and partnered with	Description of Service provided	Outcomes/ Data/ Recommendations
Mayor’s Taskforce for Jobs	Rebel Business School sponsored by MTFJ,	31 registered participants 24 actively participating learning fundamentals of	Small Business Ideas to be realised, 6 rangatahi given grants

<p>Youth Employment Programme</p> <p>Drivers Licence & Coordinator & Instructor</p>	<p>Destination Kaikōura, Kaikōura Council, MSD</p> <p>W&I referred 8 rangatahi this month 3 rangatahi walks in needing assistance</p> <p>7 rangatahi participated in First Aid Course NMIT delivered Barista & Duty Managers Training for 8 local businesses held at Dolphin Encounter Careers Day at KHS</p> <p>MBIE-Regional Skills Leadersgroup</p> <p>Wero wayfinding, The Flying geese workshopped Te Kura KHS.</p> <p>4 referrals from MSD</p>	<p>starting their own businesses.</p> <p>When engaged looking for work, CVs, Driver licence</p> <p>1 and half day course</p> <p>Tutor delivered two full day course held on consecutive days</p> <p>Met with students with the High School and provided pathways for future learning or workforce</p> <p>Local Workforce Insights</p> <p>Wero Wayfinding, The Flying Geese workshopped with 5 Rangatahi that are enrolled with Te Kura and 6 Taiohi from KHS.</p> <p>Various stages of licence assistance, such as 18 1-hour sessions in Kaikōura with our local driving instructor, and 1 day in Blenheim with 3 clients</p>	<p>for start-up, two given 12 week one on one mentoring with MSD & RBS to start their business</p> <p>2 in fixed term employment, 1 in permanent</p> <p>All achieved Comprehensive First Aid 6400,6401,6402</p> <p>All participants passed and business have more trained staff</p> <p>Networking with Students and other businesses and training organisations.</p> <p>Canterbury Regional Workforce Plan to be shared in July</p> <p>Driver's licence summary below in the MTFJ update below.</p>
<p>Whānau Education Advocates (NZLPP)</p>	<p>NCEA me te Whānau – online zoom and we are also planning another one or a face to face option.</p> <p>Met with Te Runanga o Kaikōura and John Tait as Kahui Ako lead and discussed how to move forward with conversation around consultation with whānau.</p>	<p>Opportunities for whānau to understand more about NCEA</p> <p>Facilitation of discussion</p> <p>Bringing MOE into conversation: Ron Kelly from MOE re Te Hurihanganui.</p>	<p>Whānau growing knowledge of NCEA.</p>

Youth Council	<p>Chairperson presented findings from Youth week survey to senior leadership team at the school.</p> <p>Four of the older youth council members have booked for Festival for the Future conference in Wellington at the end of July.</p> <p>Engaged online with Top of the South Youth Councils to plan meet up in September.</p>	<p>Have begun to implement their wellbeing activity plans for students at Kaikōura High School with a year ten trip to Hanmer hot pools on Friday 1 July.</p> <p>Have a movie night planned this week and ski days and senior ball next term.</p> <p>Ran a Matariki community quiz night.</p>	<p>Students on year 10 trip reported enjoying the day – 18 students and one KK high school teacher and 3 Te Hā staff went.</p> <p>Community enjoyed quiz night – 30 people.</p>
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2. Sport Tasman	Who have we engaged and partnered with	Description of Service provided	Outcomes/ Data/ Recommendations
Multi-purpose court refurbishment	Sport Tasman Netball Tennis Rugby KDC	Project management to rebuild the broken tennis court area into a multipurpose court Collaboration	Through Community consultation, deliver community endorsed sporting opportunities all year round

3. Te Ha o Te Ora	Who have we engaged and partnered with	Description of Service provided	Outcomes/ Data/ Recommendations
Te Whatu Ora	Te Whatu Ora - Health New Zealand Waitaha Canterbury	Canterbury DHB ceased to exist on 1 July 2022 and our official title now is Te Whatu Ora - Health New Zealand Waitaha Canterbury.	Of note is that there was a last-minute change in the Pae Ora legislation, which enables Te Whatu Ora to acknowledge that rural communities /rural health should be considered especially with respect to equity.
COVID	Stakeholders	COVID numbers are dropping now, but we have been advised that these will rise again with	The second booster dose is now available at Kaikōura healthcare for those who meet

		the spread of Omicron variant BA.5 throughout the country. It is expected that it will be the dominant variant by the middle to end of this month. It is a highly contagious variant.	the criteria for this – see MOH webpage for details
Influenza	Stakeholders	Influenza rates are increasing across NZ and Canterbury. H3N2 Influenza A is the predominant strain, and this strain is covered in the flu vaccination.	Influenza vaccinations are available at Kaikōura healthcare. The criteria for funded Flu vaccinations have been extended and Children aged 4- 12 years now qualify for free influenza vaccinations as well as people with enduring mental illness of the types defined by the MOH.
Tourism	Government changes to border restrictions	We are preparing now for the return of tourists to town.	Look at how we manage these extra patients to minimise the impact on our local patients and our team.
Evening Clinics	Whole community	Preparing to begin having later clinics on one night a week. We did this when NCTIR was around and only stopped those clinics as they were not popular, and we had staff sitting around with no patients to see.	We have decided following patient feedback that we will trial this again and hope that by enabling our patients to be seen outside their normal working hours we will improve accessibility to healthcare.

d. Mayor’s Taskforce for Jobs (MTFJ)

The MTFJ has placed 1 person into full-time employment this month, bringing the total up to 50 people. See details below:

MONTH	Total Monthly Outcomes	Total for the Project to date
July	3	3
August	3	6
September	10	16
October	3	19
November	3	22
December	5	27
January	5	32
February	4	36
March	5	41
April	4	45
May	4	49
June	1	50

Comment from the Mayor re MTJF

We have finally had confirmation about the funding for the Mayors TaskForce for Jobs next year. We will be subcontracting The Kaikōura Education Trust/ Te Hā o Mātauranga to deliver this on our behalf again. When it comes to helping our youth into work it's one of the best bang for buck projects out there in my opinion. Next month we will be holding information evenings of how to get involved in local elections and support youth being involved. It was awesome following our youth over the past weeks seeing how their progress is coming in their various roles.

How we have supported those placed into employment this month

This month we continued the following support:

- Transport to out-of-town positions to those that need it.
- NMIT ran Barista and Duty Managers courses for hospitality business owners and to upskill their staff.
- We assisted those in need of a reader writer.
- We assisted apprentices with access to computers.
- We continued to mentor youth with assisting them to gain their drivers' licences.
- We provided some wet weather gear for those working outdoors in these colder months.
- We supported parents and it is heartening to see more parents making the first contact about potential work instead of going to agencies.
- We provided a bonus for apprentices that are doing well and still in their apprenticeship like Mana in Mahi. This is an incentive for them to keep going.
- Twelve apprentices received bonuses for vouchers in addition to tools/PPE gear.

It was extremely rewarding to be able to give a bonus going into winter. We are hoping to do a graduation ceremony for a group of apprentices who recently completed their training with Ara that took place at Takahanga Marae.

Employment co-ordinator – Sean Madden

This month has been a struggle while we waited for the new contract. Even though we were assured our roles, the uncertainty of what may be in the contract certainly placed strain on all of us. As mentioned last month, mental wellbeing is certainly a focus for many in the community, me included.

In early July, Jimi Hunt was introduced to MTFJ by Mel Skinner of Future Kaikōura, and we tried to encompass the community by holding three events:

1. Local Business building mental fitness
2. Speaking with the seniors at Kaikōura High School
3. Holding a community event open to all people in the community

Across all three events, we reached approx. 70 people and Jimi gave good insights on how to build mental fitness and how to cope in an ever-changing society.

Earlier this month we had the careers day at Kaikōura High School with a very good turnout, although seniors' numbers were down due to COVID. Picture below: YEP Facilitator, Rosie Poharama-Hepi, talking with 2 youth, Driving Coordinator, Renee Wood, Professional Driving Instructor, Rob Roche, and Mayor Craig Mackle at the Te Hā o Mātauranga stall.



Staffing shortages continue to pinch the tourism industry as businesses are struggling to find and retain staff. With several new businesses coming online, businesses are paying above the living wage. However, there is still a lack of willingness to train unskilled youth into employment with some exceptions. We have had several businesses take chances with youth with a training and a staged approach into full time employment. We've had 8 MSD youth referrals this month; however, these referrals have been hard to engage with limited access.

Rebel Business School kicked off this month with sponsorship sourced from MTFJ, Kaikōura District Council, Destination Kaikōura, and MSD. We initially had 31 enrolled in the course with several cancelling on the first day with sickness. However, monitoring daily participation for the 10 days, participation was much higher than I anticipated with 23 people graduating from the course. 6 are youth and a further four are MSD clients with two of these being accepted into a business incubator program. MTFJ will support the youth that submit business plans and access a one-off start up grant of \$2000. Currently we have four businesses looking to start in the coming weeks, and we received very positive feedback, with several attendees describing it as life changing.



We provided the following training this month.

- NMIT Barista x 9
- NMIT Duty Managers x 9
- Comprehensive First Aid x 7

Next month we plan to hold the Confined Spaces course which was originally planned to be held in May but was postponed.

We will be joining the Youth Council in Wellington for Festival for the Future and look forward to the interactions and viewpoints that this weekend will inspire in our rangatahi.

Youth Employability Facilitator- Rosie Poharama-Hepi

This month we had Wero Wayfinding - The Flying Geese - workshoped with 5 Rakatahi that are enrolled with Te Kura and 6 Taiohi from KHS. We all noticed the Taiohi became more and more engaged throughout the day. The highlight for me was seeing how easy it was for our Taiohi because the concept of the mahi was close to Māoritaka. The workshop helped 1 Taiohi enhance her skills and she won \$500 for her pitch about her business through the Fast Fail initiative.

The majority of the Taiohi enjoyed drawing the “How they got in the room” exercise, which entwined their own whakapapa. A huge mihi to everyone involved with making this happen, especially to Matua Ben Christian (Reo Kaiako at KHS) for collaborating with us at Te Hā. We are yet to discuss how and when Taiohi will be able to complete the 8 weeks of the online mahi during term 3 where they will have the opportunity to gain credits. I will set up times with everyone before the start of next term.

TE HĀ MĀTAURANGA

Wero Wayfinding / The Flying Geese Learning in Kaikōura



Also, this month we had a practice run through of Inspiring Futures with 2 of our volunteers and our Te Kura Taiohi. The volunteers were a Mechanical Engineer and Principal Arts Adviser for CHCH City Council. My highlight for this session was seeing the Taiohi learn about different mahi they wouldn't in Kaikōura.



We also continued with our Fun Day Fridays with our Te Kura Taiohi and were lucky enough to learn about Cyanotype, where we made art with the sun.

Lastly, my favourite fun day this month was going to watch the movie 'Whina' with our Te Reo Kaiako, Te Kura Taiohi and a few members of the Kaikōura Youth Council. We debriefed the movie afterwards and Rakatahi enjoyed watching a strong wahine on screen.

Driving Coordinator - Renee Wood

This has been a month where we managed 18 sessions in Kaikōura with our local driving instructor, and one day in Blenheim with 3 clients. Blenheim VTNZ have sourced a second licence tester which has freed up some availability for practical tests at the end of July.

- Kaikōura has been impacted strongly by COVID-19 this month, resulting in lower than usual numbers participating in our driving programmes:
 - 2 clients passed their learner licence
- 3 clients passed their restricted licence
- 1 client passed their full licence

We currently have 4 referrals from MSD. All 4 clients are working towards their full licence.

AA visits for 2 days at the beginning of each month. We have 2 clients booked in to sit their learner licence at the beginning of July.

A heavy traffic class 2 and 4 full licence course was held this month. Te Hā o Mātauranga supported 8 clients to get their class 2, and 1 to get their class 4.

June Summary			
Passed Learners	2	Passed HT Learner	4
Passed Restricted	3	Passed Class 2 Full	8
Passed Full	1	Defensive Driving Course	19
Mentoring Sessions	3	Passed Class 4 Full	1
Driving Lessons	18		
Learner licence course attendees	-		

2. Library Dashboard

Even though our book issues are down from the last two years due to the continued reluctance of many people to enter public spaces in this COVID world, the library signed up 66 new members over the last 6 months. This means a healthy library membership growth of 3,8%. It also means every second person you walk past in the West End is signed up and uses our modernised library services.

The planned Citizens Advice Bureau received an updated Agency List from the Community Networkers database – 51 community groups and services with contacts, addresses and description of services. Hopefully this kiosk will be available in the library soon.

The library is always promoting community support. This month it is Generosity NZ, the largest digital search facility for funding information in Aotearoa. Their online search tool offer access to billions of dollars' worth of opportunities, and this service is free of charge to our community at the library with a library card:

GivME: Opportunities for individuals offering access to scholarships and awards for individuals. This is their most widely searched tool, and is used by those seeking to pursue:

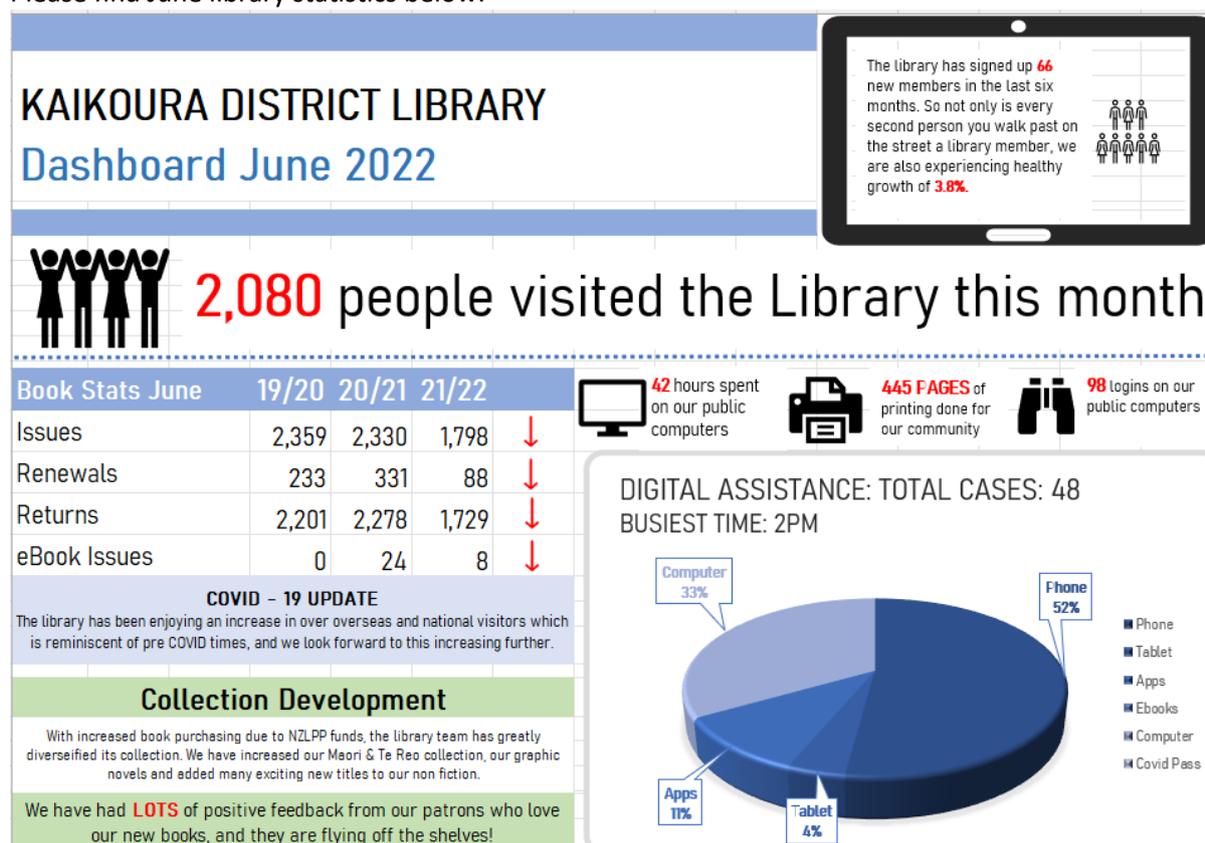
- Education, research and fellowships
- Arts, cultural and sporting activities
- Career change, professional or personal development.

GivUS: Opportunities for communities offering access to grants and schemes for communities, volunteer organisations, schools, groups, sport clubs and Iwi. Find assistance for nearly everything, including:

- Operational costs
- Building redevelopment
- Project based resources

Every organisation has unique goals and needs, which is why the library promotes this digital search facility to cater for everyone.

Please find June library statistics below:



3. Kaikōura Emergency Management

The EOC has been updated with new phones for each of the Functions. This, with the additional functionality of having permanent SIM cards in them (rather than just prepay which we'd had in the past). These permanent SIM cards cost \$5.85 (plus GST) each month each. A small ongoing cost to ensure that the kit we have will work when we want it to. An additional laptop has also been sourced to replace an old one.

The EMO conducted a recent mini D4H exercise – based largely around a Kaikōura central contaminated water issue. The results of the exercise are promising in that these small exercised are designed to re-familiarise KDC users with the system (logging on, using some of the functions, writing a short report, organising accommodation/food/replacement people for the EOC). This is important for the following reasons:

- The D4H system is cloud based and is a very versatile and practical system
- All Canterbury councils now use D4H so we may be called upon to assist from afar, personal readiness is key – especially as this might be fired up at zero dark hundred and the EMO needs the confidence that people can at least log on

- It's a system that can be used for more than just disasters/events.

The EMO attended the Christchurch City Council's main EOC activation exercise on the 9th of July. Working as both Exercise Control and D4H Advisor. This was a good test for their relatively new team and to ensure that others from around the region are comfortable working in their EOC or the Canterbury's ECC. This was a reciprocal event. They came up for the tsunami exercise as well.

The EMO conducted a CDEM induction course on the 14th July for new staff at the Council, as well as members from other agencies who have new staff.

The EMO also assisted with the Canterbury and Marlborough response teams exercise over the weekend 15-17 July in and around Kaikōura. The teams made camp at the racecourse (in the style of forward operating base (FOB). They were mostly self-sufficient. They tested their comms, rescue, reconnaissance, and interoperability capability with different regions. There were a number of locations around the place where the rescue teams did various tasks – one of these was the old council building (search and recovery), as well as the current council building (high level rescue and vertical decent) – repelling off the side of the building with a stretcher – just to name a few of the things they did.

4. FINANCIAL IMPLICATIONS AND RISKS

None – expenditure remains within budgets

5. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future

We work with our community and our partners to create a better place for future generations

Report to:	Council	File #
Date:	27 July 2022	
Subject:	Building and Regulatory Update	
Prepared by:	Dave Clibbery – Senior Manager Operations	
Input sought from:	Janet McRobie, Rebecca Harding	
Authorised by:	Will Doughty – Chief Executive	

1. SUMMARY

This is a routine report on recent activity in the BCA and regulatory areas of Council.

2. RECOMMENDATION

THAT the Council receives this report.

3. RECENT ACTIVITIES

The following apply for the period from 14 June to 12 July 2022

- 18 x Building Consent applications received.
- 22 x Building Consents issued
- 12 x Code Compliance Certificate applications received
- 9 x Code Compliance Certificates granted
- 110 x Building Inspections conducted

Fail rate per inspector

- Mark Mitchell = 40.1%
- Phillip Bone = 38.6%
- Steve Alders = 34.6%

Main source of inspection failures: Builders not following consented plans

Sale and Supply of Alcohol

For the month of June there have been: -

- 3 New Manager applications
- 6 Renewal Manager applications
- 1 Special License application
- 1 On-License renewal application
- 2 New On-License applications
- 1 Club License applications

Food Act 2014

We have one prosecution under the Food Act 2014 currently in progress.

Water Safety

Routine water sampling as per KDC's approved Water Safety Plan.

Routine drinking water data oversight and laboratory correspondence

Ongoing weekly Covid-19 wastewater sampling with ESR developments now able to quantify and identify types in wastewater samples.

Health Act 1956

All registered premises annual inspections for the 2021-2022 period are complete with one site requiring corrective action which the Regulatory Authority was informed

Parking

Revenue of \$ 1156.01

South Bay Ramp

Revenue of \$ 722.61

Freedom Camping

Nil issues reported

Dog Control

7 x Complaints received

2 x Dog impounds

Dog registrations are underway for the 2022/2023 year, with 484 out of 1254 known dogs and \$28,058 in registrations as at 15 July.

This is a slower rate of registrations than previously and there is concern that it could result in a large number of dog owners receiving the 50% penalty for late registration. Accordingly additional advertising is being placed to remind owners of their need to register dogs before the penalty date.

Other Animal Control

2 x Animal welfare issues

Noise Complaints

Nil received

RMA Investigations / Monitoring

Non-Consented Building Work: –

2 x inspections undertaken

Building Warrants of Fitness:

5 x renewals

1 x notice to fix issued for failure to provide evidence to support BWoF requirement

Resourcing

A resignation has been received from Janet McRobie, Council's very experienced Regulatory Enforcement Officer, whose responsibilities have included dogs, animal control and parking.

Recruitment is underway to fill the vacancy created by Janet's departure, but this is putting further pressure on an already depleted regulatory team.

Council continues to advertise for Building Control Officers but with an acute shortage of qualified staff in this area our ability to successfully recruit is uncertain.

4. COMMUNITY OUTCOMES SUPPORTED

The work is in support of all/the following community outcomes.



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Report to:	Council	
Date:	27 July 2022	
Subject:	Planning / Resource Consent Update	
Prepared by:	M Hoggard - Strategy Policy and District Plan Manager	
Input sought from:	C Laugesen - LIMs & Administration Officer	
Authorised by:	M Dickson - Senior Manager Corporate Services	

1. SUMMARY

This report provides a general update of what is occurring in the Planning Department.

Key aspects to note are:

- LIMs numbers steady
- New Planning Officer settling well
- Some resource consents are still being processed by external consultants
- Natural Hazards – Decision awaited
- District Plan review rehousing chapters.

The team is reaching full strength and still catching up with Covid associated delays. Time is being spent resolving consents which have been on hold for some time. Basic processing of consents, LIMS and PIMS continue to be the focus and all extra work such as processing mapping has been delayed.

This report is a brief version as a result.

2. RECOMMENDATION

It is recommended that the Council:

- Receives this report.

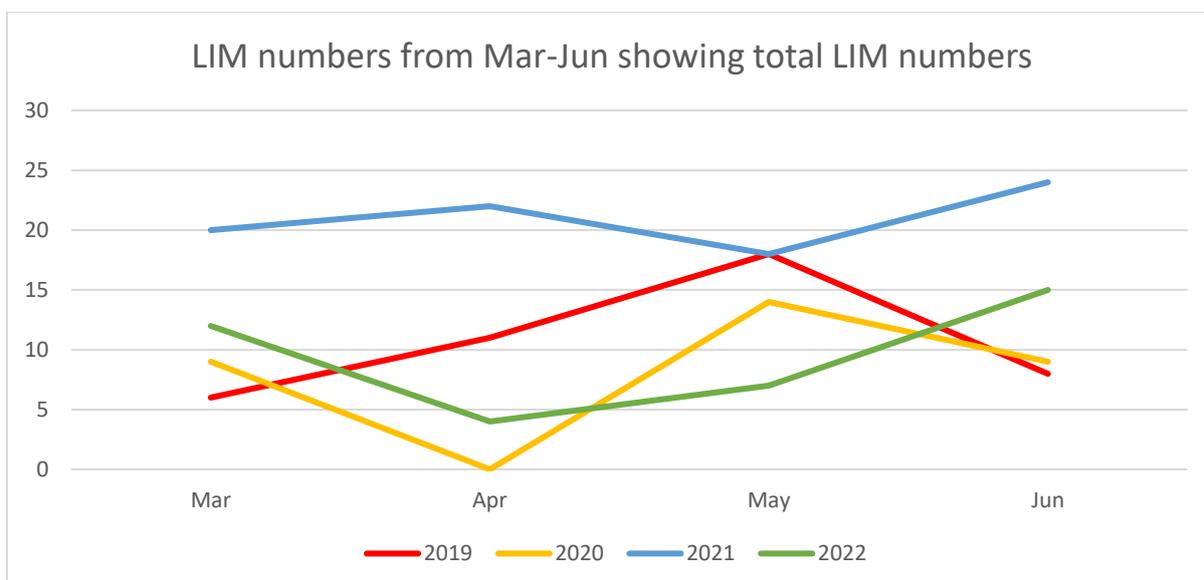
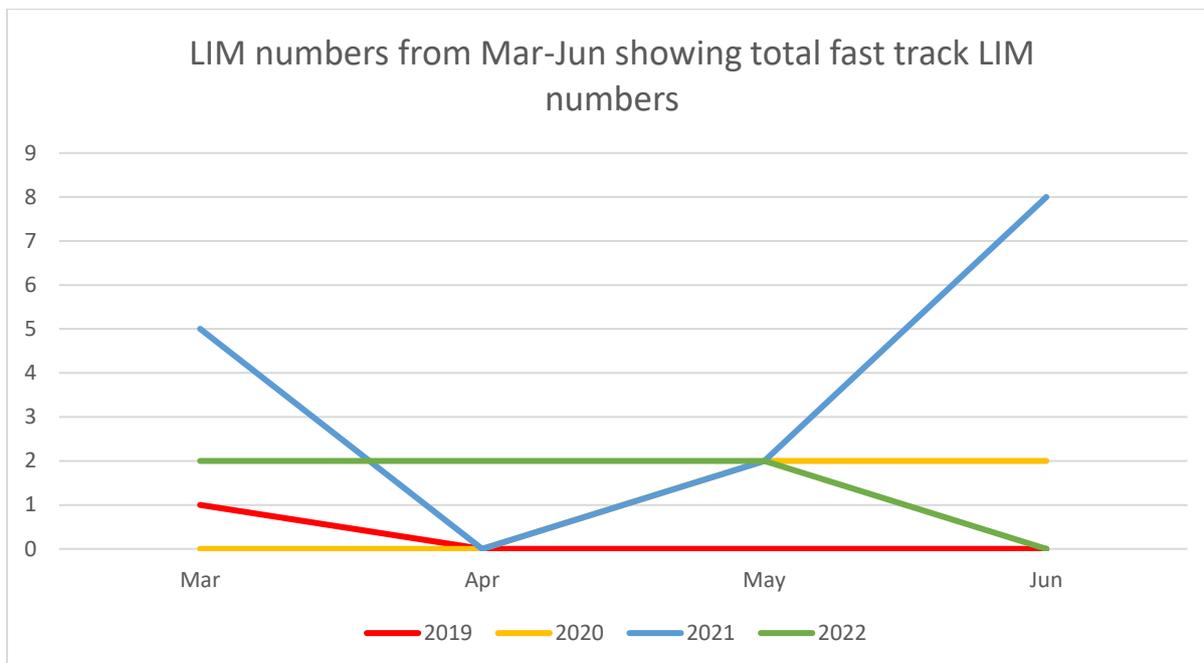
3. BACKGROUND

3.1 Resource Consents Status:

Appendix 1 includes a list of resource consents that are currently in progress or which have been issued since the June 2022 Council report.

3.2 Land Information Memorandums (LIMs)

In recent weeks we have seen a slowing of LIM numbers. It would appear from past years that this is a seasonal issue but also may reflect current economic conditions and slowing demand? PIM (Project Information Memorandum) still remain strong when comparing to 2019 and 2020.



3.3 Replacement Planning Officer Started

Zach Burns has now been in the role for approximately 1 month and is settling well, he is helpful, intelligent, and friendly and a real asset to the Kaikoura community. Zach is undertaking PIM (Project Information Memo) checks, undertaking public enquires and processing resource consents and reviewing a number of the consents which have been on hold for some time. This is allowing other members of the planning team to get back to their areas of core business.

3.4 District Plan Review – Natural Hazards Chapter Update

A final decision is imminent. After the decision date a 30-day appeal period applies. Assuming no appeals are received a report would then go to Council for information confirming the Natural Hazards Chapter is fully operative.

3.5 District Plan Review

With staff are continuing to review the rehousing work undertaken by Boffa Miskell (excluding Natural Hazards chapter). This review is almost completed.

A first meeting has occurred with key Runanga staff members, this outlined the need for review process and started the discussion on how we can get the most efficient involvement in the process. Council staff are of the many pressures runanga face and the need to build capacity over time. Additional meetings will be required to seek to agree the necessary involvement, whilst meeting challenging timeframes.

3.6 National Policy Statement – Indigenous Biodiversity

Submissions on the exposure draft closed on 21 July 2022 information can be found here <https://consult.environment.govt.nz/biodiversity/npsib-exposure-draft/>. At the time of writing KDC staff were still preparing a brief submission which generally reflects Canterbury Mayoral Forum submission and Local Government NZ submission. A key aspect for Kaikoura District is that compared to other district within NZ we still have large areas of potential significant natural areas and this should be celebrated as opposed being seen as a burden to property owners and our ratepayers. It is only through the support of our local property owners that these areas have remained intact for so long. Potentially over-zealous regulation is only likely to sour our property owners desire to improve these areas.

3.7 The next three months

Planning is looking to achieve the follow over the next three months – although all will be impacted training the new Planning Officer (and many have been delayed by recent Covid effects on Planning staff):

District Plan:

1. Natural hazards plan change decision released
2. Systems in place to ensure smooth transition for the natural hazards plan change
3. District Plan rehoused
4. Keep watching brief of RMA reform
5. Landscape Overlay update to Council
6. Review New District wide landscape assessment

Policies and bylaws

7. Review of Class 4 Gaming Policy being developed for Council
8. Implementation of programme for signs bylaw review

Staff

9. Planning Officer to become familiar with KDC processes
10. Upskilling staff on subdivision process for 223 & 224 certificates to increase cover

Resource Consents

11. Further process mapping to improve current planning processes
12. Resource consent follow up for consents on hold for a prolonged period of time

4. FINANCIAL IMPLICATIONS AND RISKS

Risks associated with the use of consultants has been discussed at previous meetings, and noted above. The lack of local knowledge and historical decisions is evident in some consent processing, requiring extra vigilance for staff review of the external processing.

5. RELEVANT LEGISLATION

Resource Management Act 1991

6. COMMUNITY OUTCOMES SUPPORTED



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Appendix 1 - Resource Consent Update List

APPENDIX 1: RESOURCE PLANNING

1. Active and deferred Resource Consent applications to 11th February 2022

“Deferred” applications are applications which have been placed on hold either on a request by the applicant or by Council requesting further information to better understand the effects of the proposed activity. Where applications are deferred the statutory processing clock (working days) is placed on hold.

No	RC ID	Applicant Name	RC Description	RC Location	Status / Notes
1	1561	McKeown Group Ltd	Establish a 24hr self-service fuel facility within a rural zone	92, SH 1	Applicant withdrew application on 7 th July 2022. The applicants have contacted planning after this date to revert back to ‘deferred’ as they are deciding whether to go ahead with the application. They have until 8 th August to decide whether they wish to proceed, or the application will go to withdrawn.
2	1620	Peter Woods	Land Use (Visitor Accommodation)	65 Shearwater Drive	Withdrawn on 15 th July 2022. Applicants no longer wish to go forward with visitor accommodation.
3	1632	D & R NZ Ltd	Land Use (Mixed use building development)	26-36 West End	No change from June 2021 Council meeting. Deferred (s 92). Waiting for further information Neighbour’s approval was requested in September 2019 further information was requested in October 2019. A reminder was sent to applicant on the 20/07/2020. A follow up email has been sent in July 2021.
4	1660	Leanne Taylor	(Land Use) Visitor Accommodation	5 Kotuku Road	No change from June 2021 Council meeting. Deferred(s92). Further information (Neighbours approval) was requested on 8 th Sept 2020. Further communication has occurred on 2 nd October 2020. A follow up email has been sent in July 2021.

5	1675	Eysen Juan	Land Use Dwelling in Flood Zone	238C Mt Fyffe Rd	No change from June 2021 Council meeting. Deferred (s92) Further information) Further information was requested on the 15 th April 2020 seeking plans and elevations of what is proposed. Further communication occurred 15 th October. A follow up email has been sent in July 2022.
6	1434	Chiwis Café & Takeaway	Land use; Insufficient parking	114 Beach Road	Withdrawn 26 th July 2022. Applicants moved premise, the consent was no longer required.
7	1777	John Drew	Relocation of building platform, boundary setbacks breached.	1481 D State Highway 1	Deferred under s 92(1), geotechnical report and landscape assessment required. Being processed by RMG
8	1783	St Pauls Church	Signs Permit	West End	Deferred Being processed in house. Awaiting sign off to be issued.
9	1797	Elisha Dunlea	Two lot subdivision	190 Mt Fyffe Road	Applicant had originally withdrawn application but have now asked to have the application put back on hold under s 92(1) as the consent was ready to be issued. Processed by RMG
10	1805	Clint McConchie	Two lot rural subdivision	71 Grange Road	Granted Processed by RMG
11	1811	Paddy Trolove	Subdivision – Boundary adjust	5003 State Highway 1	Granted Being processed by RMG
12	1817	Pohutukawa Heights Ltd	Historic Building (H22), undertake earthworks within and archaeological area and breach of car parking standards	1 Avoca Street	Deferred – Additional details required on parking layout Being processed by HDC

13	1822	Owen Jellyman	Subdivision – Two lot subdivision creating allotments for existing dwellings	378 Mt Fyffe Road	Active Being processed by LMC
14	1824	Cargill Station Limited	Land Use – Dwelling and garage which exceeds site coverage	11 Clemett Court	Granted Being processed by LMC
15	1826	Kieran and Kathleen Rowlands	Subdivision– Four lot subdivision	41 Louis Edgar Place	Granted Being processed by HDC
16	1827-28	Feary Investments Limited	Subdivision and Land Use, Separation of existing dwelling and landuse to create allotment on less than 500m2	25 Torquay St	Granted Being processed by HDC
17	1829	David Wilson	Sign Permit	31 South Bay Parade	Granted Being processed inhouse
18	1830	Ian McArtney	Sign Permit	41 South Bay Parade	Deferred – application sent back to client to decide whether they wish to proceed with application as it can only be put up as a temporary sign. Being processed inhouse
19	1830	Wolfbrook Residential LTD	New residential development – 9 units	17 Yarmouth Street	In progress – draft report received, currently density 1 dwelling per 113m2 Being processed by RMG
20	1832 & 1833	Brent and Louise Harkerss	Subdivision and land use consent	2220 State Highway 1	Deferred – requires flood hazard, RMA assessment, esplanade strip information and TROK consultation Being processed by RMG
21	1834	Mark and Stephanie Hislop	Subdivision – two lot	64 Kowhai Road	Granted Being processed by RMG

22	1835	Christopher Freeman and Rachel Mackay	Land use consent	1244 State Highway 1	Deferred – Request to change consent notice, landscape assessment, ecology assessment, written approval form waka Kotahi
23	1836	Karen Boyd	Land use – build a dwelling in flood hazard area 2	8 Schoolhouse Road	Granted – flood hazard assessment Progressed in house
24	1837	Raymond and Tania Jones	Subdivision - 2 lots	50 Titoki Drive	Granted – flood hazard assessment Being processed in house
25	1838	Harmon Fishing LTD	Land use – construct storage shed in archaeological area	3 Avoca Street	Deferred – Approval recommended, client reviewing conditions Being processed inhouse
26	1839	Lipmo LTD	Subdivision – two allotments	230 Beach Road	Deferred – Need to provide Waka Kotahi approval for access onto State Highway 1. Being processed inhouse
27	1448*01,1450*01,1453*01,1455*01,1456*01,1458*01,1459*01,1475*01,1476*01,1491*01,1492*01,1630*01,1631*01	NCTIR & Kiwirail	Land Use Variation to Order in Council consent conditions	Road reserve	Active – Currently with client to review conditions Being processed by RMG
28	1840	Camille and James Kelly	Land use consent – alterations to dwelling and earthworks in archaeological area. Intrudes over 2m internal boundary setback.	17 Kaka Road	Active Being processed inhouse

29	1841	Rural Connectivity Group	Certificate of Compliance – to install, maintain and operate a telecommunications facility	3299 SH1	Active Being processed by LM consulting
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2. Notified consents

No notified consent in process.

3. Monitoring

Follow up on the complaint on Luke Creek Council has been advised this contain will only be used for storage, this will be monitored.

4. Road Stopping

Active road stoppings:

Fookes – Hapuku Road –Documents currently with surveyor.

5. General

- Project Information memorandum processing is ongoing
- Land Information Memorandum processing is ongoing



TE KOROWAI O TE TAI O MAROKURA

Kaikoura Coastal Marine Guardians

REPORT TO KAIKOUR DISTRICT COUNCIL JUNE 2022

Sincere apologies from Gina Solomon for the lateness for this report.

COVID

- ✓ Like everyone, Covid has affected Te Korowai members and our mahi. The stress and sickness along with meeting online has been difficult for our group but we have all worked hard to overcome these difficulties and do the best we can.

FAREWELL TO OUR CHAIR, RACHEL VAUGHAN

- ✓ Te Korowai reluctantly accepted Rachel Vaughan's resignation as our Chair at our June meeting. Rachel first came on to Te Korowai as a KDC representative in 2006. She became chair in 2018. Rachel has been a great representative advocating for our environment. Her expertise in the resource management area was very useful. Her experience and knowledge of recreational fishing has been most welcome. We were very sorry to lose Rachel but our door has been left open to her.

WELCOME TO TED HOWARD AS INTERIM CHAIR

- ✓ We were grateful for Ted picking up the role of interim chair until we have our AGM and appoint a new chair.

THE OPENING OF OUR PAUA FISHERY

- ✓ The opening of the pāua and kina fisheries has occurred. Te Korowai has received some of the research and is consulting with both Kaikoura Marine Guardians and Fisheries NZ about some the preliminary research results. We are waiting for all research to be made available.
- ✓ We have advised Kaikoura Marine Guardians and Fisheries NZ that a public consultation with our community and wider is very necessary and urgent. We want the research results shared in an easy-to-understand format and we want to work with all our community on what solutions and future proposal is needed.
- ✓ We share with you below our Te Korowai press release.

Press Release: Te Korowai saddened by the removal of 35 tonne of Pāua

"Te Korowai o Te Tai ō Marokura are deeply saddened by the gathering of 35-tonnes of pāua from the Kaikōura coastline, during the open summer season. This was 30-tonne over, or seven times the 5-tonne recreation allowance, set as part of the Total Annual Catch."

"It is heart breaking to find this out and believe the bag and accumulation limits were set too high. The fishery was closed for 5-years, and the limit was only reduced from six per day, pre-earthquake, to five per on the reopening." Stated Gina Solomon, Secretary of Te Korowai o Te Tai Marokura "There were also no vehicle limits, size increase, registration or catch reporting requirements. This meant that there was no-real time reporting on the number of fishers, frequency of fishing or the amount of pāua gathered to allow active monitoring of the fishery and prevent the overfishing that has occurred. It is only after the season has finished that this data has been released"

Kaikōura had an influx of fishers from out of town during the summer, with reports of up to 1000 fishers a day out gathering Pāua. Whilst majority of fishers abided by the set regulations, it was the substantial number of fishers and high bag limits, with no group or vehicle limitations, that contributed to the extremely high level of take from the recovering fishery.

In September 2020, Te Korowai undertook a pre-consultation with the Kaikōura community to get their input and thoughts on the re-opening could look. Te Korowai received over 72 submissions from individuals, organisations, and community groups. From the submission data, an average daily take of 3.3 Pāua was recommended with strong support for fisher registration, reporting and vehicle limits. Unfortunately, this community feedback was not reflected in the final reopening regulations nor was any further community consultation undertaken.

"Te Korowai fully supports recreational and traditional harvest of this tāonga species however our increasing numbers and technology available means that we cannot all do what our ancestors once did (or even what we did when we were kids)." Stated Ms Solomon "The earthquake caused many changes, many with long term impacts on pāua. It was not simply the loss of those pāua, and their seaweed food lifted out of the ocean by the quake, but also the vast amount of fine material shaken loose from hillsides that continues to flow out streams and rivers with every rainstorm and is likely to keep doing so for some decades to come."

In January, Te Korowai called an emergency meeting, after concerns raised by the community in relation to the large number of fishers and large groups of fishers. However, as there was no real-time data on take or on the numbers of fishers, making a robust case for changes to the regulations was very difficult before the closure of the season.

"Commercial fishers have acknowledged that the fishery is still recovering and have reduced their take by 50%." Stated Ms Solomon "The 30-tonne excess of biomass that was removed along our coastline has caused stress and anxiety for some of our local pāua fishing families, as again leads to uncertainty of what the future holds for the industry."

"Te Korowai is keen to bring our community together, understand the research when it is available and collectively stand together and have robust discussions to find long-term solutions for the future for our pāua. We need real time knowledge of take to ensure that we are fishing for a taste, feeding whanau and our locals first. We all want to continue, and for future generations to be able to enjoy this incredibly special tāonga."

KAIKOURA MARINE GUARDIAN'S TERMS OF REFERENCE

- ✓ We have consulted with the Kaikoura Marine Guardians and Fisheries /DOC officials on the Kaikoura Marine Guardians Terms of Reference. We are awaiting the outcome.

WELCOME LISA BOND AS OUR KAIKOURA DISTRICT COUNCILLOR REPRESENTATIVE ON TO TE KOROWAI

- ✓ We were grateful to Council for your response and Lisa was warmly welcomed onto Te Korowai as a community member and this works in well to include her as a representative for Council as well. We love her energy and freshness she brings to our table.
- ✓ We appreciate Will Doughty's support and his ability to join our meeting given his busy Chief Executive role.
- ✓ Matt continues to offer his great wisdom and expertise which is much appreciated.

CONGRATULATIONS TO TED AND AILSA HOWARD ON THEIR QUEEN'S SERVICE MEDAL

- ✓ We were thrilled that Ted and Ailsa have been honoured last year with the Queen's Service Medal for their conservation work, so well done and deserved.

Thank you all for your support for Te Korowai and for looking after our community ☺.

TE KOROWAI 2022 Meeting Dates	
Te Korowai 10.30 -4 pm KDC Chambers, level 1	Kaikōura Marine Guardians <i>To be advised</i>
Mon 11 July	
Mon 15 Aug	
Mon 12 Sept	
Mon 17 Oct	
Mon 14 Nov	
Mon 12 Dec	

TE KOROWAI O TE TAI O MAROKURA VISION

By perpetuating the mauri and wairua of Te Tai o Marokura our community as kaitiaki of Tangaroa's taonga are sustaining a flourishing rich and healthy environment where opportunities abound to sustain the needs of present and future generations.

Ka ora te mauri me te wairua o "Te Tai o Marokura" i a tātou ngā kaitiaki nō te hapori tonu, ka ora hoki ko ngā wai, ko ngā uri, ko ngā taonga a Tangaroa, hei painga mō tātou, ā, mō ngā uri ā muri ake nei.

