

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD AT ON
WEDNESDAY 27 NOVEMBER 2024 AT 9.00 AM, TOTARA, COUNCIL CHAMBERS,
96 WEST END, KAIKŌURA**

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

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

1. KARAKIA

2. APOLOGIES

Apologies for lateness were recorded for Councillor T Blunt.

3. DECLARATIONS OF INTEREST

Councillor J Diver and Deputy Mayor J Howden declared an interest relating to Item 10.1 on the agenda.

4. PUBLIC FORUM Nil

5. FORMAL DEPUTATIONS Nil

6. ADJOURN TO WORKS & SERVICES COMMITTEE MEETING

The meeting adjourned to the Works & Services Committee meeting at 9.02 am. Councillor T Blunt joined the meeting at 9.02 am.

The meeting was reconvened at 9.22 am.

7. MINUTES TO BE CONFIRMED

7.1 Council meeting minutes dated 30 October 2024

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Council meeting held on 30 October 2024.*

Moved: Councillor T Blunt

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

7.2 Extraordinary Council meeting minutes dated 6 November 2024

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Council meeting held on 6 November 2024.*

Moved: Deputy Mayor J Howden

Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

8. REVIEW OF ACTION LIST

The Action List was reviewed and noted.

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

10. MATTERS FOR DECISION

10.1 Draft Reserve Management Plans (RMP) for Holiday Park Reserve and South Bay Domain Reserve

Council staff highlighted that the draft RMP for the South Bay Domain Reserve aims to capture the broad use of the reserve and encourage enhanced use. The reserve footprint includes the land the aquatic centre is on. Public feedback included suggestions to place the hot pools on that the reserve by the aquatic centre, with others wanting to see it leased out or grazed.

Council staff clarified that the Northern part of the area is not held under the same gazette of the reserve, it is separate and will require a RMP in the future.

A map for the Holiday Park Reserve will be included in the consultation document before it is released to the public.

Legal reviews of the drafted RMPs have not been carried out, other than the Esplanade Recreation RMP due to its complexity. The Chief Executive will follow up on whether a legal review is required before consultation begins.

RESOLUTION

- a) *The Council receives this report for information.*
- b) *The Council endorse the Draft Reserve Management Plan for the South Bay Domain & Holiday Park Reserves be advertised for consultation/feedback from the public.*
- c) *The Council notes that public consultation on three draft reserve management plans will be undertaken in the new year with hearings and deliberations expected in April/May 2025.*

Moved: Councillor R Roche

Seconded: Councillor L Bond

Abstain: Deputy Mayor J Howden and Councillor J Diver

CARRIED

10.2 Constitution of Innovative Waste Kaikoura LTD (IWK)

Discussions were held with IWK around continuing to focus on the environment and the best value for the community. The agreed outcome from these discussions were to remove the waste aspect from IWK and replace with appropriate wording. The Charities services will need to clarify that this is in line with their requirements.

RESOLUTION

- a) *The Council receives this report for information.*
- b) *The Council endorse the Constitution change request as per Option 1 with the following wording:*

“The company is a charitable organisation for the purposes of the Charities Act 2005. Accordingly, the aims of the company are exclusively charitable, being the promotion, development and best value implementation of sound environmental services and management practices in New Zealand”.

- c) *The Council notes that this change will need to be discussed and approved by the IWK board (and*

submitted to Charities Services).

- d) *The Council notes that IWK has committed to providing a strategic direction consistent with Council's Letter of Expectation (LOE) to IWK. The LOE, which will be developed in early 2025 will also provide the basis for IWK to develop their Statement of Intent (SOI).*

Moved: Deputy Mayor J Howden

Seconded: Councillor V Gulleford

Abstain: Councillor R Roche

CARRIED

10.3 Carried Forward Capex Report

The report highlights the capital expenditure for the year. The road extension at the Airport has been carried forward from the 2024 budget. The work to be completed there will supply future access to hangers. Several water main replacement projects will be brought back to ensure timing of associated works.

RESOLUTION

THAT the Council:

- a) *Receives this report.*
b) *Approves the 'Carry Forward' amounts from previous years totalling \$570,718.*
c) *Approves the 'Bring Back' amounts from future years totalling \$120,000.*

Moved: Councillor L Bond

Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

The meeting moved to Item 11.4 Monthly Finance Report to 30 October 2024.

11.4 Monthly Finance Report to 30 October 2024

The unbudgeted grants were noted from the report being older persons grant, freedom camping and family violence grants. Council staff explained the Work in Progress for Wakatu Quay and the process for claiming funds from Kanoa against milestones. Discussion was held around the contract end dates and resources required to support the project until then.

S Haberstock has put forward a funding application to lotteries for phase 2 of the Community Courts and should have a response by the end of November 2024. It was noted that phase 1 brings the courts up to a usable standard and phase 2 covers the extras.

RESOLUTION

It is recommended that the Council receives this report for information.

Moved: Councillor T Blunt

Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

The meeting moved back to Item 11.1 Mayoral Verbal Update.

11. MATTERS FOR INFORMATION

11.1 Mayoral Verbal Update

During the month, Mayor C Mackle attended a Pōwhiri for Ngai Tahu hui as well as the Economic Priorities Business Canterbury Workshop with Councillor L Bond, the Chief Executive and Senior Manager Corporate Services.

The Canterbury Mayors should receive the outcome of the Waterzone review at the Mayoral Forum tomorrow. He commented that the review process involved was well handled. Mayor C Mackle further commented that he has received many positive comments on how the town looks.

11.2 Elected Member Verbal Updates

Councillor T Blunt

Councillor T Blunt was unable to attend the Kaikoura Waterzone field trip but heard it was very successful.

Councillor K Heays Nil

Deputy Mayor J Howden

Deputy Mayor J Howden attended the Combined Sector Meeting in Wellington last week with Councillor V Gulleford, followed by the Rural & Provincial Sector Meeting (R&P) the following day. The main discussion at the R&P meeting was around Three Waters levies. The Commerce Commission spoke at the conference on the regulation aspect. Other speakers were The Water Services Authority - Taumata Arowai and an MP from NZ First. Some views from other Councils were to have amalgamation in their areas rather than go through the Local Water Done Well process.

The Chief Executive commented that the levies from both regulators and cost of compliance would be payable by the user. The Council received a notification from the Commerce Commission and Taumata Arowai consulting around the proposed level of levies to be recovered.

Councillor J Diver

Councillor J Diver highlighted that the swimming pool is open for the season, a new Manager has been appointed by the Trust and user numbers for the pool are rising.

Councillor L Bond

Councillor L Bond also attended the Economic Priorities Business Canterbury Workshop. She explained the session included brainstorming on the 'jewels of Canterbury' and what makes the Region unique. Beca were overseeing the workshop and are preparing a paper on the shared vision for Canterbury.

All the Mayfair Theatres are up and running for Christmas.

The cruise ship went ahead and was successful despite the sea conditions not being great inshore.

Councillor V Gulleford

Councillor V Gulleford attended the last TUJA hui with Elbie in November. She attended the half yearly check in for the Mayor's Taskforce For Jobs (MTFJ) and they are happy with the progress of 12 placements made this year. Information on the 2025-2026 contract will be released soon.

Councillor V Gulleford provided an update on the Combined Sector Meeting in Wellington last week. The presentation about capping rates was interesting. A council in Australia has been capping rates for 8 years at the rate of inflation, whereas another council has capped rates since 1976 at \$500 per household (per annum) and cannot keep up with the basic costs. Neither included waste in the rates cap. The NZ Government is looking at income capping for non-essential services.

Other topics discussed were for Councils to make use of the LGNZ partnership, road tolling, Regional Councils needing a single standard waste-water approach, extending the scope of Local Government to keep the 4 Wellbeings and stopping the change of unfunded mandates.

Councillor R Roche

Councillor R Roche attended a pōwhiri yesterday at Takahanga Marae to welcome a new policeman and doctor to Kaikōura.

He acknowledged the networkers meeting that S Haberstock and A Brown coordinated.

RISE has started a 'Dad's Group'. Councillor R Roche has started the 4th defensive driving course and has 7 attendees. He continues to advocate for practical driving exams in Kaikoura.

Councillor R Roche attended the Waterzone review meeting and commented that the Chair of the Kaikoura Zone Committee got his point across well. He attended the conference in Clarence that was run by Environment Canterbury and the field trip to Waiau and J Faulkner's property.

The meeting adjourned at 10.43am and reconvened at 11.11am.

11.3 CEO Monthly Report

The Chief Executive acknowledged M Russell and the team with the installation of the toilets which opened ahead of schedule. He highlighted exercise Pandora and acknowledged A Moore for her mahi. The Senior Manager Operations role will be re-advertised. In the absence of a person in the role the Chief Executive will pick up the three direct reports in the new year.

RESOLUTION

It is recommended that the Council receives this report for information.

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

The meeting moved to Item 11.8 Kaikoura Youth Council Report

11.8 Kaikōura Youth Council Report

The youth council representative did not present the report.

The meeting moved back to Item 11.5 Community Services Team Update Report.

11.5 Community Services Team Update Report

S Haberstock highlighted that the community courts phase 1 will be completed by Christmas 2024. The team are looking into funding that is available for improving EOC centre services.

S Haberstock would follow up with Councillor J Diver's query around service requests and closing the loop with people that raise them (**ACTION**).

RESOLUTION

It is recommended that the Council receives this report for information.

Moved: Councillor T Blunt

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

11.6 Planning Update Report

If the Regional Policy Statement is not notified then Environment Canterbury would likely look at another workstream such as the Regional Coastal Plan.

RESOLUTION

It is recommended that the Council receives this report for information.

Moved: Councillor L Bond

Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

11.7 Building and Regulatory Update Report

It was noted that the typo's in the graphics would be amended (**ACTION**).

RESOLUTION

It is recommended that this report is received for information.

Moved: Councillor T Blunt
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

11.9 Wakatu Quay Quarterly Report

RESOLUTION

It is recommended that the Council receives this report for information.

Moved: Councillor R Roche
Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

12. RESOLUTION TO MOVE INTO COUNCIL PUBLIC EXCLUDED SESSION

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

- a) Public excluded council meeting minutes dated 30 October 2024
- b) Māori Land Blocks at Mangamaunu
- c) License to Occupy Applications
- d) Harbour Financial Matters – verbal update

The general subject matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1), 6 and 7 of the Local Government Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each to be considered	Reason for excluding the public	Grounds of the Act under which this resolution is made
Public excluded council meeting minutes dated 30 October 2024	The minutes are being tabled for confirmation and include commercially sensitive information relating to harbour financial matters, Waiau Toa Clarence Valley Access Project and the public excluded Finance, Audit & Risk Chair's report.	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is subject of the information Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
Māori Land Blocks at Mangamaunu	The report contains private information relating to blocks of land.	Section 7(2)(a) protect the privacy of natural persons.
License to Occupy Applications	The Council needs to consider commercial applications for license to occupy, and this is commercially sensitive.	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is subject of the information Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Harbour Financial Matters – verbal update	Verbal update on subject previously brought to Council around ongoing negotiations which is commercially sensitive	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is subject of the information Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
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*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

- Harbour Financial Update: We do not want to reveal the details of those negotiations. Information will be made publicly available in due course.
- Māori Land Blocks at Mangamaunu: KDC has privacy obligations and release of personal information would breach those.
- License to Occupy Applications: We do not want to reveal the details of those discussions. The details of successful applicants will be made available in due course.

Moved: Councillor R Roche
 Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

The meeting moved into the Public Excluded Session at 11.45 pm.
 The meeting moved out of the Public Excluded Session at 1.02 pm.

13. CLOSED OF MEETING

There being no further business, the meeting was declared closed at 1.02 pm.

CONFIRMED  Chairperson
 Date 19/12/2024
 THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

**ACTIONS FROM COUNCIL MEETINGS
AS AT 9 DECEMBER 2024**

OPEN ACTION ITEMS

	ACTION ITEMS	ASSIGNED TO	DUE	STATUS
1	<i>Quarterly Progress Reports from 1-Jul FY 24-25</i> Museum, Sports Tasman, Mayfair, Kaikōura Rugby Club – Takahanga Facility Project Team, TeHa, A&P Association, Wildlife Centre Trust, Takahanga Bowling Club, Kaikōura Red Cross Branch, Kaikōura Bowling Club, Miniature Rifle Club, Croquet Club, Netball Centre,	-	February 2025 April 2025 July 2025	Report tabled to October 2024 meeting.
2	Response to Public Forum speakers – July meeting	W Doughty / P Kearney	Ongoing	Responses sent. Following up further to J Ward on Trotting Club.
3	Follow up with Councillor J Diver’s query around service requests.	S Haberstock	February 2025	
4	Amend typo’s in the report graphics	J York	February 2025	