KAIKŌURA DISTRICT COUNCIL MEETING		
Date:	Wednesday 26 March 2025	
Time	9.00am	
Location	Totara, Council Chambers	

#### **AGENDA**

# 1. Open with a Karakia

Kia wātea te Wairua, Kia wātea te tinana, Kia wātea te hinengaro, Kia wātea ai te mauri, Tuturu ōwhiti whakamaua kia tina, TINA!, Haumi e, Hui e, TAIKI E!

# 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.

# 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 the Council Meeting**

#### 7. Confirmation of Minutes:

7.1	Council meeting minutes dated 26 February 2025	page 4
7.2	Extraordinary Council meeting minutes dated 19 March 2025	page 13

page 15

# 8. Review of Action List

# 9. Matters of Importance to be raised as Urgent Business

#### 10. Matters for Decision:

10.1	Proposed New Traffic and Parking Bylaw	page 16
10.2	Uniform Annual General Charge (UAGC) Lever	page 51

# 11. Re-adjournment of Item for Decision:

11.1	Request for Road Closure and Exchange at 1695 Puhi Puhi Road -	page 55
	NR McArthur (2007) Investment Trust – 26 February 2025	

# 12. Matters for Information:

viatters	for information:	
12.1	Mayoral Verbal Update	
12.2	Elected Member Verbal Updates	
12.3	CEO Monthly Report	page 62
12.4	2024/25 Resident Satisfaction and Wellbeing Survey results	page 66
12.5	Finance Report to 28 February 2025	page 116

12.6	Community Services Team Update Report	page 127
12.7	Planning Update Report	page 136
12.8	Building and Regulatory Update Report	page 144
12.9	Discretionary Grants Fund Progress/Completion Reports	page 148

#### 13. Public Excluded Session

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

- a) Public Excluded Extraordinary Council meeting minutes dated 26 February 2025
- b) Jordan Stream Bridge Options
- c) Harbour Financial Matters verbal update
- d) Waiau Toa/Clarence Valley Access verbal update
- e) Strategic Asset Purchase verbal discussion

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:

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 26 February 2025	The minutes are being tabled for confirmation and include commercially sensitive information relating to the Waiau Toa/Clarence Valley access project, harbour financial matters, Local Waters Done Well and Marlborough Regional Forestry Land Purchase.	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)
Jordan Stream Bridge Options	Consideration of options for long term bridge replacement at the Jordan Stream. The report includes estimates from suppliers that are 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)
Waiau Toa/Clarence Access – verbal update	Verbal update around the legal process that the Council is involved in around the resource consent/construction of the bridge.	Section 7(2)(g) maintain legal professional privilege
Strategic Asset Purchase – verbal discussion	Verbal discussion around possible future strategic asset purchases for the Council. Initial discussion is in public excluded due to commercial sensitivity reasons.	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)

\*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 Matters: We do not want to reveal the details of those negotiations. Information will be made publicly available in due course.

Waiau Toa/ Clarence Access: Publishing the information in the public would be detrimental to the legal process.

Jordan Stream Bridge Options and Strategic Asset Purchase: Release of this information would be detrimental to the Councils negotiation ability.

# 14. Close meeting with a Karakia

#### **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 AT ON WEDNESDAY 26 FEBRUARY 2025 AT 9.01 AM, TOTARA, COUNCIL CHAMBERS, 96 WEST END, KAIKŌURA

PRESENT: Deputy Mayor J Howden (Chair), 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),

B Makin (Executive Officer-Minutes)

#### 1. KARAKIA

#### 2. APOLOGIES Nil

#### 3. DECLARATIONS OF INTEREST

Councillor R Roche declared an interest under Item 11.1 regarding his involvement with Te Whare Putea.

#### 4. PUBLIC FORUM

#### 9.02am R Hill

R Hill spoke to the Council regarding the amount of food caravans allowed in the district. He commented that there are 14 in the district and they are taking trade away from local businesses. R Hill asked the Council for support to only allow them in designated locations. He gave an example that in the Hurunui District they must be within 500m of public toilets.

#### FORMAL DEPUTATIONS Nil

# 6. ADJOURN TO WORKS & SERVICES COMMITTEE MEETING

The meeting adjourned to the Works & Services Committee meeting at 9.09am.

The meeting was reconvened at 9.31am.

#### 7. MINUTES TO BE CONFIRMED

#### 7.1 Extraordinary Council meeting minutes dated 29 January 2025

### **RESOLUTION**

THAT the Council:

• Confirms as a true and correct record, the circulated minutes of an Extraordinary Council meeting held on 29 January 2025.

Moved: Councillor V Gulleford Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY** 

#### 8. REVIEW OF ACTION LIST

The Action List was reviewed and noted.

#### 9. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS NII

#### 10. REPORT FROM THE CHAIR OF THE FINANCE, AUDIT & RISK COMMITTEE

C Kaa and V Kaur joined the table and was introduced.

#### 10.1 Report from the Chair of the Finance, Audit & Risk Committee

It was agreed to circulate the airport and harbour workings to the Council (ACTION).

# 10.1.1 Finance Report to 31 January 2025

#### **RESOLUTION**

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

Moved: Councillor R Roche Seconded: Councillor K Heays

**CARRIED UNANIMOUSLY** 

#### 10.1.2 Quarterly Reports to 31 December 2024

#### **RESOLUTION**

It is recommended that the cover report and the listed attachments be received.

Moved: Councillor L Bond Seconded: Mayor C Mackle

**CARRIED UNANIMOUSLY** 

#### 11. MATTERS FOR DECISION

#### 11.1 Temporary Accommodation Decisions Report (7 Units)

Councillor R Roche declared an interest regarding his involvement with Te Whare Putea. It was highlighted that Te Whare Putea will provide either monthly or bi-monthly update reports to the Council via the Community Services report.

#### **RESOLUTION**

THAT the Council:

- a) Receives this report
- b) Accepts the Sales and Purchase Agreement without changes for decision and approves the Senior Manager Corporate Services to sign the agreement.

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

Abstain: Councillor R Roche

**CARRIED** 

#### 11.2 Innovative Waste Kaikōura LTD (IWK) – Letter of Expectation 2025/26 -2027 /28

Comment was raised that the environment was not emphasised enough in the document. It was agreed to make the amendments below to the 'General message and shared priorities':

• Include after Safety and Regulation:

**Environment:** 

KDC's partnership with IWK will help us successfully deliver our community outcomes and be a district that protects and enhances its environment through efficient and sustainable practices.

Move the paragraph 'Doing the basics well' underneath 'Environment'.

An amended recommendation was put forward to include the above amendments.

#### **AMENDED RESOLUTION**

THAT the Council:

- a) Approves Kaikōura District Council Letter of Expectation to Innovative Waste Kaikōura Ltd. For 2025/2028, subject to that amendment.
- b) Notes that Innovative Waste Kaikōura Ltd. will use this LOE for their statement of intent which will subsequently be presented to Council for feedback.

Moved: Councillor V Gulleford Seconded: Councillor L Bond

**CARRIED UNANIMOUSLY** 

#### 11.3 Road Change - Topline Road to Topline Road North

Council staff confirmed that most property owners of Topline Road North and residents were comfortable with the proposed change. The Runanga had no concerns with the proposed name.

#### **RESOLUTION**

THAT the Council:

- a) Receives BACKGROUND to the change from Topline Road to Topline Road North.
- b) Makes a decision on the following road name changes:

I. Topline Road to become Topline Road North

Moved: Councillor R Roche
Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY** 

#### 11.4 Road Naming - Whaleway Station Road

It was noted that the road has never been formally named. Council staff confirmed that Whale Watch were comfortable with the proposed change. The Runanga had no concerns with the proposed name.

#### **RESOLUTION**

THAT the Council:

- a) Receives BACKGROUND to the naming of Whaleway Station Road.
- b) Officially names the section of road as Whaleway Station Road.

Moved: Deputy Mayor J Howden Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

# 11.5 Request for Road Closure and Exchange at 1695 Puhi Puhi Road – NR McArthur (2007) Investment Trust

It was noted that roading engineers advised that there would be sufficient area for the road to be formed. Queries were raised if the buildings were the required distance from the boundary and the distance from the cliff edge/drop off. After due discussion and review of the plans of the proposed road, the Council agreed to lay the item on the table and visit the property.

An amended recommendation was put forward.

#### **AMENDED RESOLUTION**

To lie the item on the table subject to a site visit.

Moved: Councillor J Diver Seconded: Councillor K Heays

**CARRIED UNANIMOUSLY** 

The meeting adjourned at 11.12am and reconvened at 11.16am.

The meeting moved to Item 12.6 Youth Council Quarterly Report.

#### 12.6 Youth Council Quarterly Report

Mark Paterson introduced two new youth council representatives. Council staff are working with the Youth Council to organise a tour and talk to department Managers on the functions of the Council.

The CE commented that the Council are looking to update their Youth Council Policy and will engage with the Youth Council in due course.

#### **RESOLUTION**

It is recommended that this report is received for information.

Moved: Mayor C Mackle Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

The meeting adjourned at 11.28am and reconvened at 11.42am.

### 12.9 IWK Quarterly Report

G Hughes from IWK joined the meeting via MS Teams. The following was noted:

- IWK do not specifically model utilisation of assets held but could look at it.
- Near misses are recorded and were highlighted on the dashboard. IWK will remove the bottom right graph on 'number of incidents' and provide commentary.
- Council asked if acronyms could be avoided.
- IWK are undertaking financial sustainability work at present.

#### **RESOLUTION**

#### THAT:

a) Receives this report for information.

b) Gives feedback on the report and any future requirements/amendments.

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

The meeting moved back to Item 11.6 Local Government 2025 Triennium Elections and Order of Candidates

#### 11.6 Local Government 2025 Triennium Elections and Order of Candidates

#### **RESOLUTION**

#### THAT:

- a) This report be received
- Council resolves that candidate names on the voting paper for the Kaikōura District Council be listed in random order, for the Local Government 2025 and 2028 Triennial Elections and any subsequent By-Elections
- c) That Council-funded newsletters to constituents and Mayoral or Members' columns in Council publications be suspended during a pre-election period beginning on 11 July 2025
- d) Notes that the CEO has already advised staff regarding communications in a pre-election period (see Attachments 1 & 2)

- e) Council notes that the final Mayor's column in the newsletter and in the Kaikōura Star would be listed in the June edition
- f) Council notes that the Chief Executive will complete and publish a pre-election report no later than the 18 July 2025
- g) Council notes the election timeline and key dates
- h) This matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

Moved: Councillor T Blunt Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

#### 12 MATTERS FOR INFORMATION

#### 12.1 Mayoral Verbal Update

The Mayor advised that the Multisport Court opening ceremony was held yesterday and was well attended. The A&P Show on Saturday was well run and the community gathering at Kekerengu was enjoyable. Meetings with MP Stuart Smith were held during the month as part of the bi-monthly catch-up with KDC.

#### 12.2 Elected Member Verbal Updates

#### Councillor T Blunt

Councillor T Blunt praised the completed Multisport Court and staff involved.

#### Councillor K Heays

Councillor K Heays suggested that a letter of acknowledgement is sent to the A&P Show Committee.

The offer for all elected members to attend the roading team's tour on Mondays before the Council meeting with O Joensuu was reiterated by Councillor K Heays.

#### Deputy Mayor J Howden

Deputy Mayor J Howden noted that Abbeyfield are continuing to look for land in the District and the service expo is being held in March.

Kaikōura Information & Tourism Incorporated Board (KITI) will be presenting to the Council at a workshop in the coming months.

#### Councillor J Diver

Councillor J Diver reported that the swimming pool is being well used and there are good communications around opening times. He will be attending the Creative Communities meeting today.

#### Councillor L Bond

Councillor L Bond noted that the OpShop continues to track well.

#### Councillor V Gulleford

Councillor V Gulleford provided an update on the Scout Hall kitchen, which is progressing well. It has been a busy month from a District Licensing Committee perspective.

# Councillor R Roche

Councillor R Roche highlighted that the Wai Connection project are working with the Waterzone Committee. He reported that Ata Kahu is the new Chair or Te Whare Putea, he has started another role with RISE as mobiliser which is an ACC backed project on prevention of family and sexual violence. Councillor R Roche continues to advocate for a restricted test in Kaikōura with MP Stuart Smith.

#### 12.3 CEO Verbal Update

The Chief Executive highlighted that the cycle track has reopened through the old forestry site, the RMP for South Bay Foresty is out for consultation and a report on the forestry financials will come to the Council for information.

The ERP system roll out continues and a report will come to the Council in March. A report on the Link Pathway wrap-up will also come to the Council in March.

The message from Ministers at the Canterbury Mayoral Forum is all about growth and needing to demonstrate how every activity contributes to growth

The Chief Executive attended a Civil Defense meeting in Wellington with other group CEG chairs from around the country. A roadmap for emergency management for the long term is being developed and the legislation will be reviewed.

#### **RESOLUTION**

That the verbal updates for the Mayor, Elected Members and Chief Executive be received for information.

Moved: Councillor R Roche Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY** 

The meeting adjourned at 12.39pm and reconvened at 1.02pm.

#### 12.4 Half-Yearly Report to 31 December 2024

#### **RESOLUTION**

That this report is received for information.

Moved: Councillor R Roche Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY** 

#### 12.5 Community Services Team Update Report

# **RESOLUTION**

That this report is received for information.

Moved: Deputy Mayor J Howden Seconded: Councillor L Bond

**CARRIED UNANIMOUSLY** 

#### 12.7 Planning Update Report

Z Burns joined the meeting via MS Teams. An error was highlighted under 'Fast-track Approvals Act 2024' where 'Operative from 23 December 2023' should be '2024'. Council staff clarified from the report that some developers are interested to know when the update in the district plan will reflect the intent of the Spatial Plan. It was confirmed that under the Resource Consent application for Prime Pin Kaikōura Limited, consents were required from Environment Canterbury regarding contamination and stormwater.

#### **RESOLUTION**

That this report is received for information.

Moved: Councillor V Gulleford Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY** 

#### 12.8 Building and Regulatory Update Report

The Council discussed the regulation of food carts. It was noted that there is no policy against the restriction of food carts in the district. Council staff can investigate the mechanisms to address that, however the Council cannot consider competition of trade when issuing a resource consent. A possible avenue would through amending the District Plan and the Council would need to identify the issue to be addressed. Food carts are required to be registered and must have access to water.

The January figures from Food & Health were provided at the meeting, of note there were:

- Food act registrations =73
- Food control plan = 64
- National programme = 9

#### **RESOLUTION**

That this report is received for information.

Moved: Councillor V Gulleford Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

#### 12.10 Destination Kaikoura Quarterly Report

#### **RESOLUTION**

That this report is received for information.

Moved: Councillor R Roche Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY** 

#### 12.11 Wakatu Quay Quarterly Report

# **RESOULTION**

That this report is received for information.

Moved: Deputy Mayor J Howden Seconded: Councillor K Heays

**CARRIED UNANIMOUSLY** 

# 12.12 Discretionary Grant Quarterly Reports

### **RESOULTION**

That this report is received for information.

Moved: Councillor R Roche Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

# 13. 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 29 January 2025
- b) Local Waters Done Well Options for the Future Delivery of Water Services
- c) Harbour Financial Matters Debt Recovery
- d) Marlborough Regional Forestry Land Purchase
- e) Progress Update Waiau Toa / Clarence Valley Access Project

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

General subject of each to be considered	Reason for excluding the public	Grounds of the Act under which this resolution is made
Public excluded council meeting minutes dated 29 January 2025	The minutes are being tabled for confirmation and include commercially sensitive information relating to harbour financial matters and the temporary accommodation units.	Section (7)(b)(ii) would be likely unreasonable to prejudice the commercial position of the person who supplied or who is subject of the information  Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities  Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)  Section 7(2)(a) protect the privacy of natural persons.
Local Waters Done Well – Options for the Future Delivery of Water Services	To provide information about options for the future delivery of water services following ongoing negotiations that are 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 – Debt Recovery	To provide information on the approach to be undertaken following ongoing negotiations that are commercially sensitive.	Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities  Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)  Section (7)(2)(e) maintain legal professional privilege
Marlborough Regional Forestry Land Purchase	Contains commercial information regarding the Marlborough Regional Forestry investment activities.	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)
Progress Update – Waiau Toa / Clarence Valley Access Project	The report contains information relating to the land at the Waiau Toa Clarence Valley, this information is commercially sensitive.	Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

<sup>\*</sup>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 Matters: We do not want to reveal the details of those negotiations. Information will be made publicly available in due course.

Local Waters Done Well: The proposed model/arrangement for delivering water services will be consulted on with the community under section 62 of the Local Government (Water Services) Act 2024.

Marlborough Regional Forestry Land Purchase, and Waiau Toa / Clarence River Access: Publishing the information in the public would be detrimental to the negotiation ability of KDC.

Moved: Mayor C Mackle Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY** 

The meeting moved into the Public Excluded Session at 1.54 pm. The meeting moved out of the Public Excluded Session at 3.15 pm.

#### 14. CLOSE OF MEETING

There being no further business, the meeting was declared closed at 3.16 pm.

CONFIRMED \_\_\_\_\_ Chairperson
Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

# MINUTES OF THE KAIKŌURA DISTRICT COUNCIL EXTRAORDINARY MEETING HELD ON WEDNESDAY 19 MARCH 2025 AT 9.00 AM, TOTARA, COUNCIL CHAMBERS, 96 WEST END, KAIKŌURA

PRESENT: Mayor C Mackle (Chair), Deputy Mayor J Howden, Councillor V Gulleford, 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 Nee (Communications Officer), B Makin (Executive Officer – Minutes)

#### 1. KARAKIA

#### 2. APOLOGIES

Apologies have been received from Councillor T Blunt.

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

**CARRED UNANIMOUSLY** 

- 3. **DECLARATIONS OF INTEREST None**
- 4. PUBLIC FORUM None
- 5. FORMAL DEPUTATIONS None

#### 6. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS

#### 7. MATTERS FOR DECISION

#### 7.1 Local Waters Done Well – Statement of Proposal for Public Consultation

The Chief Executive advised that the decision on the preferred options from the February meeting have been included in the Statement of Proposal. D Nee, Communications Officer, was acknowledged for her mahi on the Statement of Proposal, consultation document and communications plan.

A typo was identified on page 86 of the agenda and has since been corrected, where 'safe resilient, reliable, customer-responsive waster services and least cost' should read '... water services at least cost'. The Chief Executive advised that Councillor V Gulleford had provided alternative wording to refine the final paragraph on page 83, noting the context remains unchanged.

The communication and action plan were highlighted on page 97, the poster and Q&A are scheduled to be included in tomorrow's newspaper. The radio campaign will commence and the dates for community drop-in sessions have been scheduled. Further outreach initiatives such as podcasts and videos are being explored.

A discussion was held on the consultation dates, with the first being next Monday and whether this allows enough time for the community to digest the information. It was clarified that the sessions could be structured so that they are informative, with Q&A sessions later in the consultation process and more drop-in sessions could be arranged if needed. Discussions will be held with the Runanga around holding a session at the Takahanga Marae. It was noted that there will be a community session at Kekerengu due to the distance for residents to travel. There are no plans to hold sessions at Oara/Goose Bay, or Inland Road as the community consultation for the Long-Term Plan at the Collie Club had zero people turn up.

A discussion was held on the advantages and disadvantages of option 3 on page 81, and whether the other options should also be clear around risk. It was clarified that the wording of the disadvantages in option 3 relates to the specific risk to the councillors related to regulatory control with an internal business model. One of the issues with an internal business unit is that the councillors take on the liability and the risk. Compared to a CCO model which is set up specifically with a board and constitution to take on those liabilities and manage the risk.

#### **RESOLUTION**

That the Council:

- a) Receives this report and supporting attachments.
- b) Approves the Statement of Proposal for consultation with the community on the Future Delivery of Water Services for Kaikōura District, subject to any agreed amendments.
- c) Notes that the consultation period will be 20 March to 23 April 2025 and that hearings will be held on 7 May (with 8 May as a reserve day) with Council final decision on a preferred option on the 28<sup>th</sup> May 2025.
- d) Provides any feedback on the wider communication plan that supports the public consultation process.

Moved: Councillor L Bond Seconded: Councillor K Heays

**CARRED UNANIMOUSLY** 

#### 8. CLOSED OF MEETING

There being no further business, the meeting was declared closed at 9.19 am.

CONFIRMED	 Chairperson
	Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

# ACTIONS FROM COUNCIL MEETINGS AS AT 20 MARCH 2025

# **OPEN ACTION ITEMS**

	ACTION ITEMS	ASSIGNED TO	DUE	STATUS
1	Quarterly Progress Reports from 1-Jul	-	April 2025	Ongoing progress reports and
	FY 24-25		July 2025	completion reports being
	Museum, Sports Tasman, Mayfair,			tracked.
	Kaikōura Rugby Club – Takahanga			
	Facility Project Team, TeHa, A&P			
	Association, Kaikōura Red Cross Branch,			$\wedge$
	Miniature Rifle Club, Croquet Club,			

# **CLOSED ITEMS**

ACTION ITEMS	ASSIGNED TO	DUE	STATUS
Site visit to Puhi Peaks for 5 <sup>th</sup> March 2025	W Doughty / B Makin	Asap	Completed – site visit held on 5 <sup>th</sup> March. Item to go on March agenda.
Circulate the airport and harbour workings to full Council.	S Poulsen/ B Makin	Asap	Completed – circulated to the Council on 11 <sup>th</sup> March.
Response to Public Forum speakers – July meeting	W Doughty / P Kearney	Ongoing	Closed — recipient is non-responsive. PK has contacted J Ward a number of times to arrange a meeting including proposing meeting at her premises. Proposed meeting dates have been cancelled given J Ward circumstances and PK has in the end left a message for J Ward to reach out when circumstances are more favourable for J Ward.
Response to Public Forum speaker –	W Doughty /	Ongoing	Completed 18 March 2025
March 2025	B Makin		

Report to:	Council		
Date:	26 March 2025		
Subject:	Proposed New Traffic and Parking Bylaw		
Prepared by:	D Clibbery – Senior Advisor		
Input sought from:			
Authorised by: W Doughty – Chief Executive			

#### 1. SUMMARY

Further to previous workshop discussions a proposed new Traffic and Parking Bylaw is recommended for public consultation.

Attachment 1 – Statement of Proposal and Advert

Attachment 2 - Draft Traffic and Parking Bylaw

Attachment 3 – Register of Localised Traffic and Parking Controls

#### 2. RECOMMENDATION

It is recommended that:

- a) The report be received; and;
- b) Public consultation, in accordance with the Special Consultative Process of the Local Government Act 2002, be conducted in respect of a proposal (further described in the attached Statement of Proposal) that a new Bylaw – the 'Kaikōura District Traffic and Parking Bylaw 2025' the draft of which also accompanies this report - be made to replace the 'Kaikōura District Traffic and Parking Bylaw 2018'.

#### 3. BACKGROUND

KDC introduced a new Traffic and Parking Bylaw in 2018. This was done in response to two previous KDC bylaws (the Traffic Control Bylaw 1995 and the Speed Limits Bylaw 2005) having previously lapsed, the former in 2010 and the latter in 2012.

Because the Traffic and Parking Bylaw 2018 was a new bylaw it was required to be reviewed within 5 years of its adoption (by 1 December 2023). Such a review was not completed and as such a new bylaw needs to be made to replace it by 1 December 2025.

Because there is relatively little difference between the processes to review or make a bylaw this is not considered to have been a significant disadvantage and indeed there is considered to be a need to make some amendments to the existing bylaw that may be more appropriate through making a new bylaw than a review.

#### 4. CURRENT BYLAW

The form of the current KDC bylaw was closely based on a bylaw from Christchurch City Council, and as would be expected addresses common traffic and parking issues but also contains some provisions that are not relevant to Kaikōura.

Unlike some other similar bylaws found in smaller councils (or KDC's previous traffic control bylaw) KDC's current traffic and parking bylaw does not itself contain the details of all the specific localised controls within it (generally through inclusion of a set of maps) and instead in some cases makes reference to those details being 'recorded in a register that is available to members of the public'.

Having such a register separate from the bylaw is not a bad approach and would undoubtedly be sensible in a large city such as Christchurch where the individual restrictions would be very numerous and dynamic, and if incorporated directly into the bylaw could make that document very unwieldy.

It does however appear that this application of the Christchurch bylaw model to Kaikōura has been imperfect, because the associated registers have not been consistently updated, and what currently exists does not appear to reflect any changes that have been made to the details of local traffic and parking restrictions since April 1999.

A new register of parking and traffic control maps that does reliably reflect the restrictions that are currently in place in the community has however now been created and it is therefore proposed to continue to have a bylaw in a very similar form to what is now in place, making reference to this new register.

A draft copy of this new register is attached, together with a draft of the primary bylaw document.

An advantage of taking this separated approach is that potential future changes to restrictions – such as the implementation of parking controls in the vicinity of Wakatu Quay – could be undertaken by Council resolving to amend the relevant register, perhaps with some public consultation but without the need to change the primary bylaw document.

#### 5. PROPOSED CHANGES TO CURRENT BYLAW

Because the details of specific local traffic and parking restrictions are recorded outside of it, the extent of change required to the bylaw document itself is believed to be small.

As discussed with Councillors at the February workshop there are however some challenges in respect of Section 11 of the bylaw – 'No Parking on Certain Parts of the Road'.

This section contains provisions that prevent (with potential for some exceptions) parking or stopping of vehicles on footpaths or paved or landscaped areas of road that have been separated from the roadway by a kerb.

Most of these provisions appear sensible to prevent obstruction of pedestrians or damage to the kerb or other areas of the road that are maintained by Council.

One clause that may however not be appropriate in its current form is 11(1) which is a general prohibition of any parking on a 'cultivated' grassed berm. What 'cultivated' means is not defined in the bylaw and might be assumed to include any grass berm that is mowed (which would be most such berms in the urban area) this arguably prevents urban residents from parking on grassed berms outside their own property, even if a kerb is not present.

Such a restriction might be reasonable if the local authority was doing the 'cultivation' (even if this was just mowing, as occurs in Christchurch) but where - as in KDC's case – no such council cultivation is occurring in the urban areas, it seems less so.

A suggested amended version of this clause is therefore as follows, with the underlined words being added:

11 (1) A person must not stop, stand or park a motor vehicle, wholly or partially, on that part of any road that is laid out as a cultivated area, being a garden or grass berm, <u>unless the person parking is approved to do so by the owner or occupant of the immediately adjacent private property who is undertaking such cultivation.</u>

It is stressed that the relief provided by this suggested amendment is only intended to apply where such parking does not require the vehicle to drive over a kerb, as this is prohibited by the current clause 11(2), which prevents stopping, standing or parking a vehicle wholly or partially on an area of road separated from the roadway by a kerb unless authorisation is given by Council to do so in that particular area.

As discussed at the workshop there is frequent non-compliance with clause 11(2) on parts of Beach Road, but this provision of the bylaw is not currently being rigorously enforced by Council and having bylaw provisions but then not giving them effect can be problematic.

It is however also recognised that on parts of Beach Road between its intersections with West End and Hawthorne Road the practice of some heavy vehicles driving over the kerb to park is probably preferable in terms of safety to those vehicles parking entirely within the carriageway because of the constriction to the carriageway that can result.

This is just one of a number of safety issues that are believed to be present on that section of road, for which effective and practical solutions are not apparent, and in that context there may be grounds to consider granting some localised relief in respect of clause 11(2) there. It is believed that such relief should not extend to all of Beach Road, and there does not appear to be any justification for not enforcing 11(2) for the section of Beach Road north of Hawthorne Road.

Another provision of the current bylaw for which long-standing and very visible non-compliance has been observed but no action taken is clause 14(1)(b) which prevents a vehicle being left in a public place for the purpose of offering the vehicle for sale. This has again been a common practice on Beach Road, and in some cases doing so breaches not just clause 14(1)(b) but also clause 11(2) and in some cases other provisions of the bylaw.

Options to address these are consistent enforcement of the existing provisions, or defining some limited permitted exclusions from those provisions. The approach of inconsistently applying the provisions (for example only enforcing where there is a complaint or some other perception of there being a problem) is not favoured because of the potential for unfairness and challenge.

It would be desirable to obtain some direction from Council on what approach should be taken before the bylaw is made.

#### 6. PROPOSED CHANGES TO REGISTER OF CONTROLS

As stated in section 4 of this report the text of the bylaw is to be read in conjunction with a register that records the specific details of localised traffic and parking controls and a new such register has been developed that generally reflects the actual restrictions that are indicated by signs to be present in the community.

In various cases these restrictions exceed or are less than those indicated when the previous register was last updated in 1999, but most of the signed restrictions that are now in place appear to be sensible and fit for purpose.

There are however two cases at South Bay where additional restrictions to what is currently signed are suggested to be included in the updated register. These are:

• Setting of a 120 minute time limit on parking at the area immediately adjacent to the public boat ramp at South Bay Harbour (shown on Map 6 of the new register) that is commonly used for boat trailer parking. The area does not currently have any time limit set for parking there.

This restriction is suggested because this very conveniently located site is considered ideally suited for short-term trailer parking for boat users checking cray pots etc.

 Extending the no overnight (9.00pm to 6.00am) parking restriction that is currently signed on the seaward side of Kaka Road from its intersection with South Bay Parade through to the boat ramp, so that it extends for the full length of Kaka Road. This is shown in Map 7.

This change is suggested because it is not apparent why the two sections of Kaka Road should be treated differently in respect of parking.

It is stressed that these suggestions are made based on the report writer's understanding of the issues that may be present and it is recognised that other factors relating to these two areas may have been misunderstood or overlooked.

Consideration has also been given to two issues relating to the eastern end of Hawthorne Road, these being obstruction caused the trucks sometime parking two-abreast on the northern side of the end of the road, and poor traffic visibility for vehicles joining Beach Road from the western side of Hawthorne Road.

It is believed that both of these issues would be best addressed through modifications to the marking of carriageway edge and/or centrelines, rather than through changes to specific bylaw provisions.

In the case the truck parking there is currently no marking of edge or centrelines at the end of the road, and without that truck drivers might assume that even parking two abreast is not obstructing traffic. Marking those lines would remove the potential for such assumptions.

The visibility issue at the Hawthorne Road intersection is just one of a number of such issues along the southern part Beach Road where the visibility of vehicles joining the State Highway from business entrances or intersections is obstructed by vehicles parked on the sides of the road.



Ideally roadside parking along this section of Beach Road would be substantially restricted, but that is not considered practical given the high level of demand for parking that exists in some areas.

It is however believed that some improvement could be achieved at the Hawthorne Road intersection by extending the length of the marked intersection tapers on the southwestern side of Beach Road, which would in turn prevent vehicles parking so close to the intersection in front of the Lobster Inn. Such an extended taper might be similar to that shown by the green line on the plan to the left, lengthening the existing taper by around 10 metres.

As stated previously such a change to

road marking is considered an operational matter that does not need to be reflected in the bylaw.

#### 7. BYLAW MAKING PROCESS

The making of a new bylaw is required to follow the process set out in the Local Government Act 2002, which includes public consultation in accordance with the Special Consultative procedure of the Act.

This requirement includes preparation and adoption of a Statement of Proposal. A proposed draft of such a statement is attached this report, together with a proposed advertisement for the consultation.

The envisaged further process stages are as follows (all dates in 2025):

Council approves draft bylaw for consultation	26 March
Consultation advertisement placed	17 April
Consultation period commences	17 April
Consultation period ends	19 May
Council hears submissions (workshop)	4 June
Consultation report prepared	5 June
Council adopts and makes new bylaw	25 June
Bylaw making advertisement placed	3 Jul
Public notice given of making of bylaw	3 Jul
New bylaw becomes operative	17 Jul

Some slippage of these dates would not be problematic since the current bylaw will remain in effect to 1 December.

#### 10. FINANCIAL IMPLICATIONS AND RISKS

There is considered to be little if any direct financial implications or risk for Council from the making of the new bylaw. Doing so will reduce the risk of legal challenges if signed restrictions do not align with the provisions of the current bylaw.

#### 11. RELEVANT LEGISLATION & DELEGATED AUTHORITY

The power to make bylaws is provided by section 145 of the Local Government Act 2002, and the power and requirement to review bylaws is provided by sections 159 and 160 of the Act.

#### 12. COMMUNITY OUTCOMES

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



# Community

We communicate, engage and inform our community



#### **Environment**

We value and protect our environment



#### 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



#### Services

Our services and infrastructure are cost effective, efficient and fitfor-purpose

# **Kaikoura District Council**

# **Statement of Proposal**

# Making of Kaikoura District Traffic and Parking Bylaw 2025

#### 1. Introduction

The Local Government Act 2002 (the Act) empowers Council to make bylaws and also requires bylaws to be periodically reviewed in accordance with Section 158 of the Act.

Because KDC's existing Traffic and Parking Bylaw 2018 had not been reviewed within the required timeframe a new bylaw for similar purpose must now be made.

# 2. Purpose of this Statement of Proposal

The Council must follow the Special Consultative Procedure contained in the Local Government Act for community consultation and comment in respect of the review or making of a Bylaw.

As part of the Special Consultative Procedure the Council must produce a Statement of Proposal that is a fair representation of the major matters in the proposal and make it available to the community. This document is the Statement of Proposal. The information contained in this Statement of Proposal has been approved by Council for notification and consultation.

# 3. Kaikoura District Traffic and Parking Bylaw 2018

KDC introduced a new Traffic and Parking Bylaw in 2018. This was done in response to two previous KDC bylaws (the Traffic Control Bylaw 1995 and the Speed Limits Bylaw 2005) having previously lapsed, the former in 2010 and the latter in 2012.

Though the 2018 bylaw was in a very different form to the bylaws that preceded it, much of the key functional content – in particular controls on parking and speed limits – were carried over from those previous bylaws without substantial change.

This lack of change has in some cases meant that the provisions reflected by the bylaw have not kept up with practical changes that have subsequently been made to signage around the community.

# 4. Proposal

Because the Traffic and Parking Bylaw 2018 was a new bylaw it was required to be reviewed within 5 years of its adoption (by 1 December 2023). Such a review was not completed and as such a new bylaw needs to be made to replace it by 1 December 2025. This new bylaw will be titled the *Kaikōura District Traffic and Parking Bylaw 2025*.

The general form of the 2018 bylaw (which was closely based on a similar bylaw of Christchurch City Council) is considered to be satisfactory and the proposed new bylaw will continue to take this form, with specific details of local traffic restrictions being recorded in a separate associated register.

A number of minor changes are however proposed to the made to the content of the primary 2018 bylaw document, the most significant of which are:

- Provisions relating to speed speed limits are revised to reflect changes to central government legislation that now establish the National Register of Speed Limits as the framework through which speed limits are recorded and given effect, rather than through bylaws of local authorities.
- Minor amendment to the bylaw provision (clause 11(1) that prohibits any parking on a 'cultivated' grass berm, even where no kerb separates that berm from the road, permitting such parking to occur if it is approved by the owner or occupier of the immediately adjacent private property. It is stressed that such parking would only be permitted where no kerb is in place and the vehicle is not on a footpath.

Some provisions from the 2018 bylaw are currently included in the draft new bylaw despite the fact that there are some circumstances where it is questionable if these these provisions should be enforced.

Examples of this are clause 11(2) which is a general prohibition of any stopping, standing or parking a vehicle wholly or partially on an area of road separated from the roadway by a kerb, and clause 14(1)(b) which prevents a vehicle being left in a public place for the purpose of offering the vehicle for sale.

Both of these provisions are frequently being breached along Beach Road, and direction from councillors and the community on how these issues should be managed would be desirable.

Options in this respect might include consistent enforcement of the existing provisions, or defining some limited permitted exclusions from those provisions. An approach of inconsistently applying the provisions (for example only enforcing where there is a complaint or some other perception of there being a problem) is not favoured because of the potential for unfairness and challenge.

The specific details of the particular local traffic and parking restrictions contained in the draft register associated with the bylaw largely reflect the actual restrictions that are signed in the community. There are only two cases (both in South Bay) where proposed new restrictions have been indicated in the register that exceed what is currently signed. These proposed new restrictions are as follows:

Setting of a 120 minute time limit on parking at the area immediately adjacent to the
public boat ramp at South Bay Harbour (shown on Map 6 of the new register) that is
commonly used for boat trailer parking. The area does not currently have any time
limit set for parking there.

This restriction is suggested because this very conveniently located site is considered ideally suited for short-term trailer parking for boat users checking cray pots etc.

Extending the no overnight (9.00pm to 6.00am) parking restriction that is currently signed on the seaward side of Kaka Road from its intersection with South Bay Parade through to the boat ramp, so that it extends for the full length of Kaka Road. This change is suggested because it is not apparent why the two sections of Kaka Road should be treated differently.

Copies of the proposed new bylaw and the associated register of controls are available from Council on request.

# 5. Report under Section 155 of the Local Government Act 2002

In proposing a Bylaw, Section 155 of the Local Government Act 2002 requires the Council to:

- a. determine whether a Bylaw is the most appropriate way of addressing the "perceived problem", and
- b. if so, determine whether the proposed Bylaw is the most appropriate form of Bylaw, and whether it gives rise to any implications under the New Zealand Bill of Rights Act 1990

Bylaws cannot be inconsistent with the New Zealand Bill of Rights Act.

The perceived problem in this case is that without appropriate controls the use of roads and other public spaces by vehicles has potential to create hazard and nuisance and accordingly it is a matter suitable for regulation by a bylaw under section 145 of the Local Government Act 2002.

The making of such Bylaws by local authorities is widespread and generally accepted.

The proposed new Bylaw is considered to be consistent with the NZ Bill of Rights Act. It is not considered to impose any unreasonable restrictions on individuals and is not discriminatory.

It is therefore considered that the proposed Traffic and Parking Bylaw 2025 meets all of the tests set by the Act.

Dave Clibbery Senior Advisor

# **Proposed Advertisement**

# Proposed Making of Kaikōura District Council Traffic and Parking Bylaw 2025 - Invitation for Submissions

Kaikōura District Council proposes to make a new bylaw to implement controls on parking and various traffic activities.

The making of this new bylaw is primarily for administrative reasons and it represents relatively little change to the controls that are currently in place.

A Statement of Proposal relating to the proposed making of the new bylaw and draft copies of this bylaw and the associated register of controls can be obtained from Council on request.

Submissions in respect of the proposed making of the Kaikōura District Signs Bylaw can be made in writing, and should be addressed to <a href="mailto:submissions@kaikoura.govt.nz">submissions@kaikoura.govt.nz</a> or

The Chief Executive Kaikoura District Council PO Box 6 KAIKOURA 7300

Submissions must be received by Monday 19 May 2025.

Submissions should identify whether or not the submitter wishes to be heard by Council in support of it.

# KAIKOURA DISTRICT COUNCIL TRAFFIC AND PARKING BYLAW 2025

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# KAIKŌURA DISTRICT COUNCIL TRAFFIC AND PARKING BYLAW 2025

This bylaw is made under the Land Transport Act 1998, the Local Government Act 2002, and Part 4 is also made in accordance with the Land Transport Rule: Setting of Speed Limits 2024.

#### 1. SHORT TITLE

(1) This bylaw is the Kaikoura District Council Traffic and Parking Bylaw 2024.

#### 2. COMMENCEMENT

(1) This bylaw comes into force on ?? 2025.

#### 3. APPLICATION

(1) This bylaw applies generally to all roads under the care, control and management of the Council.

# 4. PURPOSE

(1) The purpose of this bylaw is to set out the requirements for parking and control of vehicular or other traffic on any road or area under the care, control or management of the Council.

#### 5. INTERPRETATION

(1) In this bylaw, unless the context otherwise requires,

ACT means the Land Transport Act 1998 and the regulations and the rules made

under that Act.

AUTHORISED OFFICER

means an officer or other person appointed by the Council to perform duties,

or give permissions under this bylaw.

CLASS OF VEHICLE

means groupings of vehicles defined by reference to any common feature and includes -

- a) vehicles by type, description, weight, size or dimension;
- b) vehicles carrying specified classes of load by the mass, size or nature of such loads;
- vehicles carrying no fewer or less than a specified number of occupants;
- d) vehicles used for specified purposes;
- e) vehicles driven by specified classes of persons;
- f) carpool and shared vehicles; and
- g) vehicles displaying a permit authorised by the Council.

CARRIAGEWAY me

means that part of a road laid out for vehicular traffic as determined by the Council under section 319 of the Local Government Act 1974.

CORRIDOR ACCESS means an application to carry out any work or activity that affects the normal operation of the road, footpath and grass berm prior to performing the work or

REQUEST (CAR) activity.

#### COUNCIL

means the Kaikōura District Council and includes any person authorised by the Council to act on its behalf.

#### **DESIGNATED** LOCATION

means, in accordance with section 8.2 of the Speed Limits Rule, any of the following: a car park, an educational or scientific institution; a commercial or industrial facility; a health facility; a residential facility; marae land; a camping ground; a sports facility or other recreational area; a botanical garden; a cultural reserve; a port or wharf area; an airport; a beach; a cemetery or urupā; a facility operated by the New Zealand Defence Force; a facility operated by the Department of Corrections; any other location approved by the New Zealand Transport Agency by notice in the Gazette.

#### **ENFORCEMENT** OFFICER

means -

- (a) any person who has been appointed as an enforcement officer by the Council under the Local Government Act 2002; or
- (b) any person who is an enforcement officer under the Land Transport Act 1998.

#### **GRASS BERM**

means the area behind a kerb which is laid out in grass.

#### **IMMOBILISED** VEHICLE

means any vehicle that cannot be moved on its own because it is mechanically not able to be moved or has a wheel or wheels missing from the

#### MOTORHOME

means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a caravan, campervan, or house

# **PARKING** COUPON or COUPON

means a coupon issued by or on behalf of the Council to any person for the purpose of parking a vehicle in accordance with the provisions of this bylaw.

# **PARKING MACHINE**

means a parking meter or other device that is used to collect payment in exchange for parking a vehicle in a particular place for a limited time.

PARKING PLACE means a place (including a building or a road) where vehicles, or any class of vehicles, may stop, stand, or park.

#### **PARKING** RECEIPT

means a receipt produced by a parking machine to indicate the payment of a parking fee for parking and the end of the period allowed.

#### SHARED PATH

means a cycle path, a cycle track, a footpath, or some other kind of path that may be used by some or all or of the following persons at the same time -

- (a) cyclists;
- (b) pedestrians;
- (c) riders of mobility devices;
- (d) riders of wheeled recreational devices.

# SHARED ZONE

means a length of roadway intended to be used by pedestrians and vehicles (including cyclists).

#### SPEED LIMIT

- means in accordance with Section 2 of the Speed Limits Rule -(a)
  - an urban, rural, permanent, holiday, temporary, emergency, (i) or variable speed limit; and
  - (ii) the maximum speed at which a vehicle may legally be operated on a particular road; but

(b) does not mean the maximum permitted operating speed for classes or types of vehicle specified in any Act, regulation, or rule.

SPEED LIMITS RULE

means the Land Transport Rule: Setting of Speed Limits Rule 2024.

**TRAFFIC** MANAGEMENT **PLAN** 

means a document describing the design, implementation, management, and removal of temporary traffic management measures (such as signs and road cones) while an activity or event is taking place within the road or adjacent to and affecting the road. This includes plans prepared for one-off events and generic plans to cover activities carried out frequently.

**TRANSPORT STATION** 

has the same meaning as in section 591(6) of the Local Government Act 1974 and generally means a place where transport-service vehicles may wait between trips, and all buildings and facilities associated with the use of that place.

AREA

URBAN TRAFFIC means an area designated pursuant to the Speed Limits Rule that consists of one or more specified roads or a specified geographical area, to which the urban speed limit generally applies.

ZONE PARKING has the same meaning as in Part 2 of the Land Transport Rule: Traffic Control Devices 2004.

ZONE PARKING means an area where zone parking applies.

AREA

In this bylaw, unless the context otherwise requires -

- (a) motor vehicle, owner, parking, road, and vehicle have the same meanings as in section 2(1) of the Land Transport Act 1998; and
- (b) bus lane, cycle, cycle lane, cycle path, driver, emergency vehicle, footpath, mobility device, power assisted cycle, roadway, and special vehicle lane have the same meanings as in clause 1.6 of the Land Transport (Road User) Rule 2004.
- (2) Any undefined words, phrases or expressions used in this bylaw have the same meaning as in the Act unless the context plainly requires a different meaning.
- (3) The Interpretation Act 1999 applies to the interpretation of this bylaw.
- (4) Explanatory notes are not part of the bylaw, and the Council may add, amend or delete explanatory notes at any time without amending the bylaw.

Explanatory note: Explanatory notes are used for a number of reasons, including to explain the intent of a clause in less formal language, to include additional helpful information, or because the information may be subject to change and need to up updated before the bylaw itself has to be updated.

#### 6. RESOLUTIONS MADE UNDER THIS BYLAW

- (1) A resolution may be made under this bylaw -
  - (a) to regulate, control or prohibit any matter or thing generally, or for any specific classes of case, or in a particular case; or
  - (b) that applies to all vehicles or traffic or to any specified class of vehicles or traffic using a road;
  - (c) that applies to any road or part of a road, greenspace adjoining the road, building, or transport station under the care, control, or management of the Council; or
  - (d) that applies at any specified time or period of time.
- (2) The Council may subsequently amend or revoke any resolution made under this bylaw at any time.

# **PART 1 - PARKING**

# 7. STOPPING, STANDING AND PARKING

- (1) The Council may by resolution -
  - (a) prohibit or restrict the stopping, standing or parking of vehicles, or any class of vehicles, on any road; or
  - (b) limit the stopping, standing or parking of vehicles on any road to any class of vehicles.
- (2) Any prohibition, restriction or limitation may be subject to such conditions as the Council thinks fit.
- (3) A person must not stop, stand or park a vehicle on any road in contravention of a prohibition, restriction or limitation made by the Council.

Explanatory note: Examples of restrictions include:

- prohibiting parking on any roads ("No Stopping");
- prohibiting heavy motor vehicles from parking on roads in residential areas;
- prohibiting trailers and motorhomes from parking in certain locations (e.g. next to slipway entrances); and
- · providing for bus stops, taxi stands and loading zones.

All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

# 8. PARKING PLACES, PARKING BUILDINGS, TRANSPORT STATIONS AND ZONE PARKING AREAS

- (1) The Council may by resolution -
  - (a) designate an area to be a zone parking area and the restrictions that apply in that zone parking area ("zone parking controls"); and
  - (b) reserve any area of land or any road or any part of a road or any building or any part of a building owned or under the care, management or control of the Council to be a parking place or a transport station, subject to restrictions; and
  - (c) specify the vehicles or classes of vehicle that can use or must not use a parking place or transport station or zone parking area; and
  - (d) prescribe the restrictions that apply including (without limitation) the times, manner and other conditions for the parking of vehicles or classes of vehicles in a parking place or transport station or zone parking area; and
  - (e) prescribe:
    - (i) any charges to be paid for the use of a parking place or transport station or in a zone parking area; and
    - (ii) the manner by which parking charges may be paid by the use of parking machines or in any other specified manner; and
  - (f) make provision for the efficient management and control of a parking place or transport station or zone parking area.
- (2) Any restrictions that apply to a zone parking area, do not apply in locations within that zone parking area where other specific stopping, standing or parking restrictions apply.

- (3) Where the Council has prescribed a fee for parking in a parking place or transport station or zone parking area, any person parking there must -
  - (a) pay the fee without delay and in the manner so prescribed; and
  - (b) if a parking receipt or parking coupon, in paper form, states that it must be displayed in or on the vehicle, display the parking receipt or parking coupon in accordance with the instructions printed on it.
- (4) A person must not park a vehicle in a parking place or transport station or zone parking area in contravention of any prohibition or restriction made by the Council.

Explanatory note: This clause provides for both on-street and off-street parking that is subject to restrictions. Examples of restrictions include prescribing:

- the number and location of parking spaces;
- when restrictions apply and the length of those restrictions; and parking charges and the method of payment for those charges.

If the Council designates an area as a zone parking area, the parking restrictions in that zone may apply to a number of roads. Parking zones can apply in areas where people using vehicles within the area can reasonably be expected to be aware of the application of the parking restriction to the area, without the need for signs at each intersection within the area.

# 9. TEMPORARY DISCONTINUANCE OF A PARKING PLACE

- (1) If an authorised officer is of the opinion that any parking place should be temporarily discontinued as a parking place, the authorised officer may authorise the placement of a sign or other controls that sufficiently indicates "No Stopping" at such parking place.
- (2) If an authorised officer is of the opinion that any parking place should be temporarily discontinued as a parking place, except for the use by specified vehicles or classes of vehicle, the authorised officer may authorise the placement of a sign or other controls that sufficiently reserves parking, stopping or standing provisions for specified vehicles or classes of vehicles at such parking place.

Explanatory Note: From time to time, the Council may need to temporarily discontinue parking places and use those places for other temporary activities. For example, temporary bus stops, temporary bus lanes, and construction activity spaces.

- (3) No person may -
  - (a) stop or park a vehicle at:
    - (i) a parking place affected by a sign or other traffic controls under subclause (1); or
    - (ii) a parking place affected by a sign or traffic control under subclause (2) unless that person is specifically authorised by the authorised officer or complies with any specified condition by the sign or traffic control.
  - (b) remove any signs or traffic controls authorised under subclauses (1) or (2).
- (4) Any sign or traffic control installed under this clause must be removed after a period of three months from installation unless the Council, by resolution, has approved its continued use.

#### 10. RESIDENTS' PARKING

- (1) The Council may by resolution reserve any specified parking place or places as -
  - (a) a residents' only parking area for the exclusive use of persons who reside in the vicinity; or
  - (b) a residents' exemption parking area for the use of persons who reside in the vicinity.

Explanatory note: residents with a residents' parking permit are exempt from general parking, stopping and standing restrictions in the exemption area, for example a parking place with time restrictions.

- (2) The Council may by resolution prescribe -
  - (a) any fees to be paid annually or in any other specified manner, for the use of a residents' parking area or a residents' exemption parking area; and
  - (b) the manner by which any such fees may be paid for the use of a residents' parking area or a residents' exemption area; and
  - (c) which parking, stopping and standing restrictions permit holders are exempt from within a residents' exemption parking area.
- (3) Any person who parks a vehicle in a residents' only parking area must pay the prescribed residents' parking permit fee and display a current approved residents' parking permit so that it is clearly visible.
- (4) To be exempt from parking restrictions, including parking charges, any person who parks a vehicle in a residents' exemption parking area must pay the prescribed residents' parking permit fee and display a current approved residents' parking permit so that it is clearly visible.
- (5) A person must not park a vehicle in a residents' parking area in contravention of a prohibition or restriction made by the Council under this clause.

#### 11. NO PARKING ON CERTAIN PARTS OF THE ROAD

- (1) A person must not stop, stand or park a motor vehicle, wholly or partially, on that part of any road which is laid out as a cultivated area, being a garden or grass berm unless the person parking is approved to do so by the owner or occupant of the immediately adjacent private property who is undertaking such cultivation.
- (2) A person must not stop, stand or park, wholly or partially, a motor vehicle on that part of any road which has been separated from the roadway by a kerb that is a paved or other surfaced landscaped area, with or without a planted area, and whether or not it is designed for use by pedestrians.
- (3) A person may stop, stand or park a motor vehicle in contravention of sub-clauses (1) and (2), if-
  - (a) that part of the road is designed and constructed to accommodate a parked vehicle; or
  - (b) an authorised officer has given written permission to stop, stand or park a vehicle in that part of the road; or
  - (c) the Council, by resolution, has allowed motor vehicles to stop, stand, or park in that part of the road
- (4) Clause 6.2(2) of the Land Transport (Road User) Rule 2004 applies to this clause, and clause 6.2(1) of that Rule does not apply.

Explanatory Note: This clause still allows a person to stop, stand or park a motor vehicle off the roadway where there is no kerb unless otherwise restricted by signs and/or markings. For example, a person may park a motor vehicle off the roadway on a rural road on the grass verge or on a beachfront area.

All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

# 12. MOTORHOMES, IMMOBILISED VEHICLES AND TRAILERS

- (1) No person may park a motorhome, immobilised vehicle or trailer, whether or not the trailer is attached to another vehicle, on any road for a continuous period exceeding seven days without the prior written permission of an authorised officer.
- (2) Parking on any road for a continuous period exceeding seven days in sub-clause (1) includes parking on any road within 500 metres of the original parking place, at any time during the seven days.

Explanatory Note: The restriction on the parking of trailers to a maximum of seven days continuous period is consistent with Rule 6.19 of the Land Transport (Road User) Rule 2004.

#### 13. STORAGE OF VEHICLES ON ROAD

- (1) No person (**Person A**) may place or park, or allow another person (**Person B**) to place or park a vehicle on any road for storage in connection with Person A's trade or business, whether or not the vehicle is owned by Person A.
- (2) Sub-clause (1) does not apply if Person A has the prior written permission of an authorised officer.

Explanatory Note: In order to constitute storage in connection with a person's trade or business, there will need to be the notion of "commercial advantage" of some kind. For example if a panel-beater or a mechanic is in the practice of parking their customers' vehicles in the street adjacent to their premises or a car dealer who parks vehicles for sale on the street. This clause is not intended to apply to customers parking on the street while undertaking a transaction at a premises.

# 14. PARKING FOR DISPLAY OR SALE

- (1) A person must not stop, stand or park a vehicle on any road or parking place -
  - (a) for the purpose of advertising a good or service to be provided elsewhere; or
- (b) for the purpose of offering the vehicle for sale unless the vehicle is being used for day to day travel.

# **15.WORKING ON VEHICLES**

(1) No person may stop, stand or park any vehicle on any road to carry out repairs unless those repairs are of a minor but urgent nature.

# **PART 2 - TRAFFIC MOVEMENT RESTRICTIONS**

#### 16. ONE WAY STREETS/ROADS

- (1) The Council may by resolution specify any road or part of a road where vehicles must travel in one specified direction only.
- (2) No person may drive a vehicle in a manner that contravenes a restriction made under this clause.

Explanatory note: All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

#### 17. LEFT OR RIGHT TURNS AND U-TURNS

- (1) The Council may by resolution prohibit or restrict turning movements, including -
  - (a) vehicles or classes of vehicles on any road from turning to the right, or to the left, or from proceeding in any other direction; and
  - (b) vehicles turning from facing or travelling in one direction to facing or travelling in the opposite direction (performing a U-turn) on specified roads.
- (2) Any resolution made under this clause may specify the hours or days of the week that a restricted turning movement may be made (if any).
- (3) A person must not turn a vehicle to the left, or to the right, or perform a U-turn, or proceed in any other direction on any road where the Council has prohibited or restricted such movements.

Explanatory note: All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

# 18. SPECIAL VEHICLE LANES

- (1) The Council may by resolution prescribe a road, or a part of a road, as a special vehicle lane.
- (2) Any resolution made under this clause must specify, as the case may be -
  - (a) the type of special vehicle lane; and
  - (b) the hours of operation of the special vehicle lane (if any) when it is restricted to specific classes of vehicles.
- (3) A person must not use a special vehicle lane contrary to any restriction made by the Council under this clause.

Explanatory note: A special vehicle lane includes a bus, small passenger service vehicle or cycle lane.

All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

#### 19. CONTROL OF VEHICLES ON ROADS

- (1) The Council may by resolution prohibit or restrict, subject to such conditions as the Council thinks fit, any specified class of traffic or any specified motor vehicles or class of vehicle that, by reason of its size or nature or the nature of the goods carried, is unsuitable for use on any road or roads.
- (2) A person must not use a vehicle on a road, or any part of a road, contrary to a prohibition or restriction made by the Council under this clause.

Explanatory note: Under this clause, the Council could, for example, prohibit:

Heavy motor vehicles from using certain roads in the District.

All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

#### 20. SHARED ZONES

- (1) The Council may by resolution specify any road or part of a road to be a shared zone.
- (2) Any resolution made under this clause may specify -
  - (a) whether the shared zone may be used by specified classes of vehicles;
  - (b) the days and hours of operation of the shared zone (if they differ from 24 hours per day, 7 days per week); and
  - (c) any other restrictions on how the shared zone is to be used by the public, including how traffic and pedestrians will interact.
- (3) Except where the Council has by resolution specified otherwise, no person may stand or park a vehicle in a road or part of a road specified as a shared zone.
- (4) No person may use a shared zone in a manner that contravenes a restriction made by the Council under this clause.

Explanatory note: All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

# 21. SHARED PATHS

- (1) The Council may by resolution
  - (a) determine the length, route and/or location of a shared path; and
  - (b) determine priority for users on a shared path.
- (2) No person may use a shared path in a manner that contravenes a restriction made by the Council under this clause

Explanatory note: All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

#### 22. RESTRICTING VEHICLES ON UNFORMED ROADS

- (1) The Council may by resolution restrict the use of motor vehicles on unformed legal roads for the purposes of protecting the environment, or the road and adjoining land, or the safety of road users.
- (2) A person must not use a motor vehicle on an unformed legal road contrary to a restriction made by the Council under this clause.

Explanatory note: All resolutions made under this clause by the Council will be recorded in a register which is available to members of the public.

# PART 3 - INTERFERENCE WITH THE ROAD, TRAFFIC, OR PEDESTRIANS

Explanatory Note: Section 357 of the Local Government Act 1974 provides for a number of offences where a person encroaches on a road or damages a road without permission. For example, a person commits an offence where he or she, without permission, "encroaches on a road by making or erecting any building, fence, ditch, or other obstacle or work of any kind upon, over, or under the road, or by planting any tree or shrub thereon". It is open to the Council to bring enforcement action under this section or use the Council's other enforcement remedies under the Local Government Act 2002.

#### 23. EVENTS ON OR AFFECTING THE ROAD

(1) No person may hold an event that affects the normal operating conditions of a road, unless the person has prior written permission of an authorised officer.

Explanatory note: An event includes major public events, such as the Kaikoura Hop, as well as community events (including street parties). Organisers of all events held on or affecting public road need to apply to Council for an Events Permit and supply all necessary information to support an event permit application.

#### 24. OTHER TEMPORARY USE OF LEGAL ROAD

(1) No person may carry out a temporary act that affects the normal operating conditions of a road, unless the person has the prior written permission of an authorised officer.

Explanatory Note: Examples of temporary acts include operating construction equipment or machinery from the road, placing a shipping container/skip on the road; erecting temporary fencing or scaffolding on the road; and temporary art installations. Road within this context includes the footpath, berm, verge, carriageway, etc.

In certain cases, a Corridor Access Request (CAR) is required. For example, a CAR is required for digging, drilling, resurfacing, or doing any other activity that will alter, or cause to be altered, the surface of the road corridor. If there is any doubt, submit a CAR prior to carrying out any works or other activity.

- (2) If any object is placed on the road without permission under this clause or does not comply with the conditions of the permission, the Council may -
  - (a) request the owner to remove the object or repair the damage to the Council's satisfaction within 24 hours or a timeframe set by an authorised officer, or charge the owner for this work; and
  - (b) place adjacent to, or affix to, the object any safety or warning devices, and the costs of the safety or warning device will be charged to the owner of the object.
- (3) This clause does not apply to any object that may be placed on the road which has been authorised by the Council (for example, wheelie bins that are specifically for the purpose of Council rubbish collection).
- (4) This clause does not apply to stock droving or roadside grazing.

Explanatory note: All utility operators in legal road are generally covered under the CAR process, including those done during emergency situations. The CAR process reflects requirements in the Utilities Access Act 2010 and the National Code of Practice for Utility Operators' Access to Transport (Code). Where the utility operators occupy the legal road corridor to do their works, it is considered a worksite and an approved Traffic Management Plan is required.

# 25. VEHICLE CROSSINGS

(1) No person may construct or alter any vehicle crossing across a footpath or a road unless the person has the prior written permission of an authorised officer.

- (2) Where the vehicle crossing will be a new crossing and there is a difference in level between the edge of the kerb or road seal on a formed road and the property boundary, then the standard of any works carried out on the road must be the standard that would be appropriate for a right-of-way to a new subdivision.
- (3) Where the vehicle crossing requires a structure on the road (for example a retaining wall, ramp or bridge), the applicant must also apply for a Kaikōura District Council Licence to Occupy the land.
- (4) The applicant is responsible for all costs associated with the vehicle crossing construction and/or alteration and any other related structures.

# **26. TEMPORARY ACCESS WAYS**

- (1) No person may construct or use a temporary access way across a footpath or a road unless the person has the prior written permission of an authorised officer.
- (2) Where a person is authorised to construct or use a temporary access way, the person must protect the footpath or road to ensure no damage occurs. This protection may be wooden planks 20mm thick plywood with minimum dimensions 1200mm by 2400mm, held and laid close together, steel plates, a combination of wooden and steel materials, or some other approved material.
- (3) Where damage occurs to a footpath or road as a result of a vehicle crossing it on an unprotected or inadequately protected point, the cost of repairing the road, including the footpath, is recoverable from the owner of the property, contractor undertaking the works, or person in charge of the vehicle.

Explanatory Note: the owner of the property, contractor undertaking the works, or person in charge of the vehicle must notify Council if damage is caused to the footpath.



# **PART 4 - SPEED LIMITS**

# **27.SPEED LIMITS**

- (1) For any roads under the Council's jurisdiction in accordance with Section 2.5 or 2.6 of the Land Transport Rule Setting of Speed Limits 2024, or any Rule passed to replace that Rule, the Council may, by resolution
  - (a) set speed limits;
  - (b) designate urban traffic areas.
- (2) The Council may, by resolution, set speed limits for roads in any designated location under the Council's jurisdiction in accordance with Section 2.7 of the Land Transport Rule Setting of Speed Limits 2024, or any Rule passed to replace the Speed Limits Rule.

**Explanatory Note:** All speed limits and all resolutions made under this clause by the Council will be communicated to and given effect through the National Speed Limits Register.



# **PART 5 - MISCELLANEOUS**

# 28. PERMISSIONS UNDER THIS BYLAW

- (1) The Council may set application fees for permissions under this bylaw and any application for a permission must be accompanied by the relevant application fee (if any).
- (2) An application for permission must be in writing, contain all information necessary for the authorised officer to consider issuing a permit, and be submitted in accordance with applicable Council policy.
- (3) Any permission under this bylaw may -
  - (a) include conditions (including the payment of ongoing fees and charges); and
  - (b) be granted by an authorised officer at the officer's discretion.
- (4) An authorised officer determining an application for permission may require the applicant to provide further information, such as (without limitation) a Traffic Management Plan, site location plan, and a Corridor Access Request.
- (5) The Council may, in its discretion, at any time, review any permission given under this bylaw.
- (6) Any breach of the conditions of a permission granted under this bylaw -
  - (a) may result in the permission being withdrawn
  - (b) is a breach of this bylaw.

# 29. MATERIAL/DEBRIS ON ROADS AND DAMAGE TO ROADS

- (1) No person may cause damage to the road or to any associated signage.
- (2) Any material or debris deposited on the road must be removed as soon as practicable.
- (3) The Council may give any person who has damaged, or deposited material or debris on a road notice:
  - (a) to remove that material or debris from the road or to repair the damage caused to the road to Council's satisfaction, within 24 hours; and
  - (b) that if the person does not comply, that person commits a further breach of this bylaw and the Council may undertake the work and recover all costs from that person.
- (4) Subclauses (2) and (3) do not apply to faecal matter deposited on the road by stock.

Explanatory Note: Section 357 of the Local Government Act 1974 provides for a number of offences where a person encroaches on a road or damages a road without permission. It is open to the Council to bring enforcement action under this section or use the Council's other enforcement remedies under the Local Government Act 2002.

# **30. VEHICLE AND OBJECT REMOVAL**

- (1) An enforcement officer may remove or cause to be removed any vehicle or other thing from any road, or other area controlled by the Council, which contravenes this bylaw, or any resolution made under this bylaw, and the Council may recover from the person committing the breach of this bylaw all expenses incurred in connection with the removal of the offending vehicle or thing.
- (2) The powers that may be exercised under this clause are in addition to those provided by any other enactment.

## 31. EXEMPTED VEHICLES

- (1) This bylaw does not apply to any of the following vehicles being used in the execution of duty:
  - (a) an emergency vehicle; or
  - (b) a vehicle that is used by a Parking Warden/Officer; or
  - (c) a vehicle that is used by an enforcement officer.

## 32. DEFENCES

- (1) A person is not in breach of this bylaw if that person proves:
  - (a) that the act complained of was done in an emergency on the road or immediately adjoining the road; or
  - (b) that the act complained of was done in compliance with the directions of a Police Officer, Parking Warden/Officer, authorised officer, traffic control signal or traffic sign.

# 33. PENALTIES

(1) Every person who breaches this bylaw (including any control, restriction, limitation or prohibition made under this bylaw) commits an offence under the Act, or the Local Government Act 2002 and is liable to the penalties set out in the relevant Act.

# 34. REVOCATIONS AND SAVINGS

- (1) The following bylaw is revoked:
  - (a) Kaikōura District Council Traffic and Parking Bylaw 2018:
- (2) Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in subclause (1) that is continuing at the commencement of this bylaw and is not contrary to this bylaw, continues to have full force and effect for the purposes of this bylaw, but is subject to the application of any relevant clauses in this bylaw.
- (3) The revocation of the bylaw under subclause (1) do not prevent any legal proceedings, criminal or civil, being taken to enforce those bylaws or any speed limit set under the Kaikōura District Council Traffic and Parking Bylaw 2018 and such proceedings continue to be dealt with and completed as if the bylaws had not been revoked.



# REGISTER OF LOCALISED TRAFFIC AND PARKING CONTROLS

Supporting Kaikoura District Council Traffic and Parking Bylaw 2025

APPROVED BY RESOLUTION OF COUNCIL ON .....(DATE)



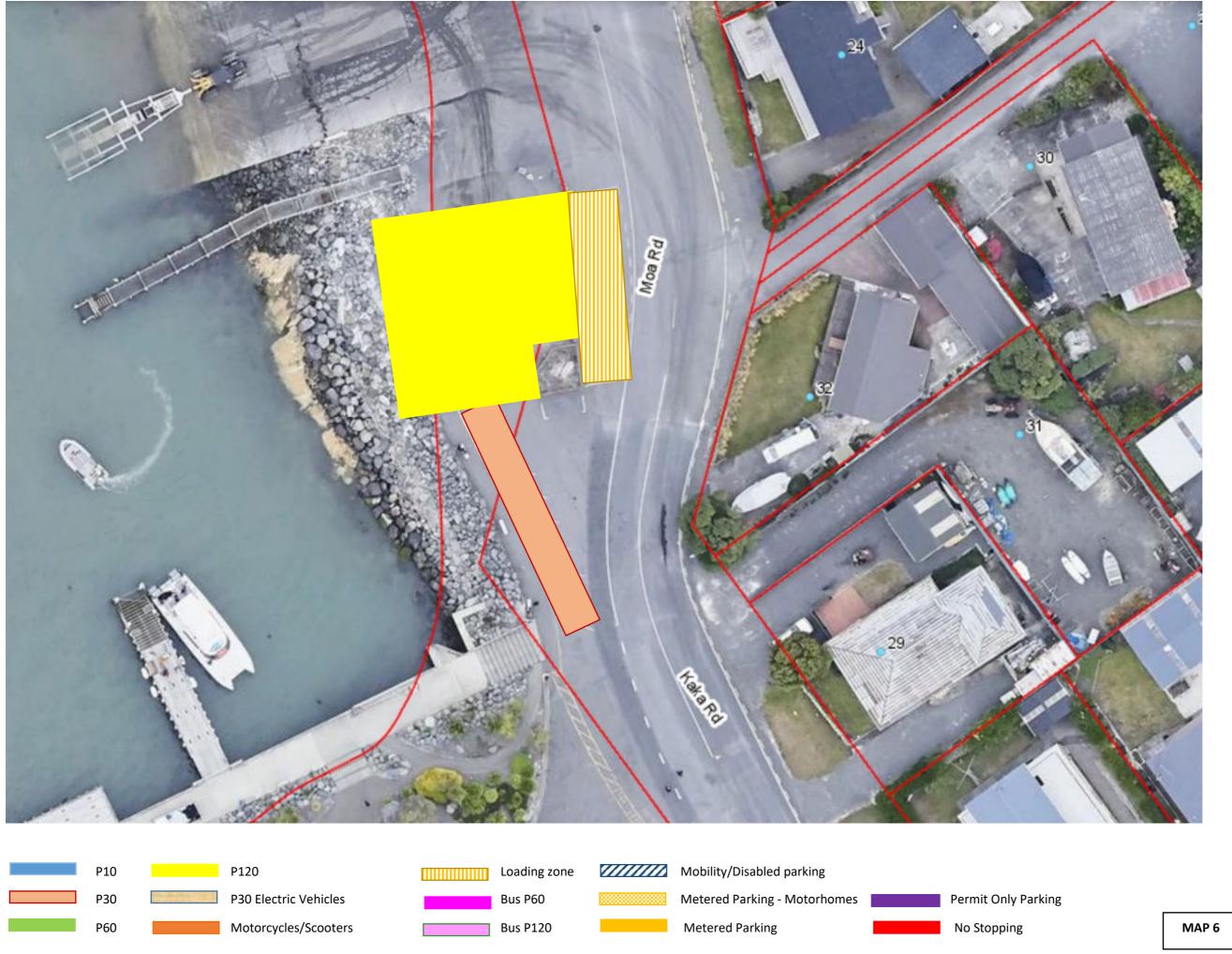


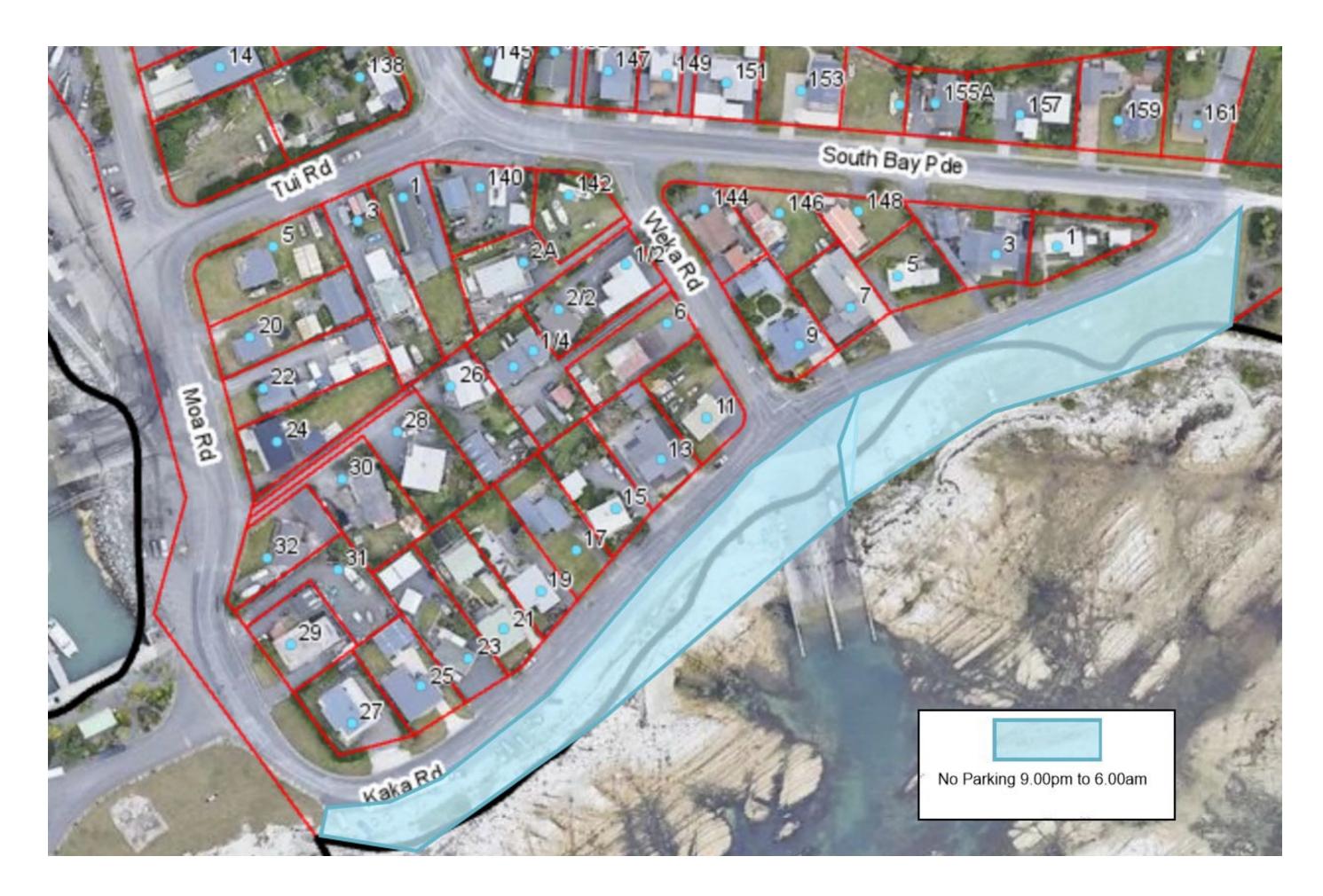






MAP 5





MAP 7



MAP 8

# Other Traffic and Parking Restrictions and associated conditions

# **Time Restricted Parking**

Parking in areas shown on the maps with labels consisting of the letter 'P' followed by a number in the preceding maps shall not be permitted for a time longer than that number of minutes, and where a vehicle or user type is specified only such vehicles or users may park there.

Areas labelled 'Bus P60' on the maps are for use by scheduled public bus services only.

'Buses' refers to vehicles licensed under the Transport Licensing Act 1989 and which are engaged in the carriage of passengers for hire or reward.

Parking in areas labelled as Loading Zones on the maps shall be limited to 10 minutes unless a longer time is essential for a loading or unloading purpose.

# **Metered Parking**

Parking in areas shown on the maps that are labelled as Metered Parking between the hours of 8.30am and 5.30 pm are subject to charges as set out in Council's Schedule of Fees and Charges

# **Parking Restrictions – Application Times**

All restrictions on parking are applicable from 8.30am to 5.30pm on every day, except for the following:

- Loading Zones
- Designated motorcycle/Scooter parking
  - Mobility/Disabled parking
    - Permit Only parking
      - No stopping
    - P30 Electric Vehicles
- P30 and P120 parking areas at South Bay
  - Bus P60
  - Bus P120

which are applicable at all times, and the overnight parking restriction on Kaka Road, shown on Map 7 which is applicable from 9.00pm to 6.00am on every day.

Report to:	Council
Date:	26 March 2025
Subject:	Uniform Annual General Charge (UAGC) Lever
Prepared by:	P Kearney – Senior Manager Corporate Services
Input sought from:	
Authorised by:	W Doughty – Chief Executive Officer

#### 1. SUMMARY

This report seeks Council approval for making a change to the UAGC levels for the annual plan 2025/2026.

#### 2. RECOMMENDATIONS

It is recommended that the Council.

- a) Receives this report.
- b) Confirms a preferred option of the two options outlined in section 4.0 to be incorporated into the draft annual plan for 2024/25.

# 3. BACKGROUND

In the Long-Term Plan (LTP) 2021-2031, Council signalled it would be undertaking a review of its funding sources. As a result, Council undertook a comprehensive review of its funding sources, known as the rates review, and went out for public feedback across September and October 2023, with a hearing in November 2023. A change to the general rate differential had not been signalled in the rates review consultation options however, and so the wider public had not been given the opportunity for feedback on this particular issue which was then raised as a consultation topic in the 2024-2034 LTP.

Following strong submissions from rural and semi-rural landowners and Federated Farmers of New Zealand, the Council considered that feedback and proposed reducing the differential on the general rate, from 0.9 to 0.8. This change was supported through the consultation process carried out for the 2024-2034 LTP.

Some of the drivers for this change included that the general rate typically funds activities that are more likely to benefit urban ratepayers and that as rural and semi-rural properties, generally, have much higher capital values than their urban counterparts these properties, generally, pay higher rates.

Post this rating differential change, Quotable Values (QV), which is a New Zealand agency providing updated property values to Council carried out a property revaluation in the latter half of 2024. This revaluation saw the property values for residential properties increase substantially in comparison to other sectors e.g. Commercial and Rural/Farming (see table 1).

(Table 1)

Property	Property Value Change
Residential High Value	20.7%
Residential Med Value	18.4%
Residential Low Value	36.8%
Dairy High Value	0.0%
Life Style - Medium Value	10.7%
Residential Semi Rural	27.8%
Commercial High Value (30room)	7.1%
Commercial Medium Value (12 room)	12.6%
Commercial Medium Value (Retail)	13.3%

Commercial Low Value	8.2%
Farm High Value	2.5%
Farm Medium Value	-0.7%
Farm Low Value	2.5%

The change to the differential and the impact of the property revaluation carried out by QV is important as general rates are applied to properties based on the proportion of their capital value. The impact of the property revaluation, as shown in table 1, is that residential property values increased significantly more than other sectors which means that how the general rate is apportioned is impacted by this change in property values. Of concern is that the lower valued properties have increased the most as part of this valuation and means that, percentage wise, the change in general rates will have a significant impact on these properties. This is also the sector most likely to be considered at risk from an affordability consideration. One of the key drivers for the substantial swing in property valuations was due the volume of residential sales vs the lack of volume in the farm or rural sales impacting ability for informed updates.

One of the levers that Council can consider to provide some relief for lower value properties is to review the level of the Uniform Annual General Charge (UAGC). As per section 15 of the Local Government Act 2002, a UAGC is a fixed charge applied to each separately used or inhabited part of a property. A UAGC is typically applied to ensure every ratepayer pays a minimum contribution for council services and is sometimes seen as a regressive tax in that it is applied regardless of earnings. Currently the UAGC in the draft annual plan for 2025/2026 is set at \$791 which has increased from the prior year from approximately \$740.

One of the controls on Councils with regards any fixed charges such as the UAGC is that the total revenue collected through these charges must not exceed 30% of the overall rates required (this excludes targeted rates for Waters). For the most part, the Council aims to run a UAGC as close to this 30% as possible and typically the percentage applied is around 29.5%. The Revenue and Financing Policy adopted in 2024 has the following narrative:

The uniform annual general charge (UAGC) as a fixed amount per separately used or inhabited part (SUIP).

The Council considered the impacts of rates on all groups of properties and including high value properties (those properties with a capital value significantly greater than the average) which generally pay significant rates, and the use of a fixed (uniform) rate which reduces rates for the higher value properties but increase rates for lower value properties. The greater the property value from the average the greater the impact. Therefore, the Council considers that the Uniform Annual General Charge (UAGC) should be as close to the 30% cap set by legislation as possible. The rationale for this approach includes that the benefit of almost all Council services and activities accrues to all properties equally, therefore the Council considers all properties should contribute a relatively similar level regardless of the value of their property.

Given the impact of the property revaluations and with a desire to take action in supporting lower value properties, the Council could consider providing some relief through adjusting the level of UAGC that is applied (a change in the UAGC to \$700 would change the % of rates captured by the UAGC to decrease from 29.5% to approximately 27%. It may be that the differentials are considered again through the 2027 LTP.

### 4. OPTIONS CONSIDERED

Option 1 – take into consideration the regressive nature of the UAGC on lower value properties and approves a decrease in the UAGC from \$791 to \$700, albeit the benefit to lower properties is marginal

This option demonstrates that Council wishes to reduce the impact on those likely to most need rates relief but is cognisant that as a result of the rates differential change for rural properties that the decrease in UAGC does not actually result in a material decrease to lower value residential properties.

This option will see higher value properties see an increase in their rates higher than had the UAGC not decreased but recognises Councils desire to reduce the burden on lower property value owners. It is estimated that decreasing the UAGC to \$700 (cetris paribus) will see the rates to a residential low value property, as defined in table 1, result in a rates decrease of approximately \$0.6 per week and approximately \$29 on an annual basis (see appendix I). Low Value Semi Rural Properties will also see a marginal benefit of approximately \$0.7 per week or around \$36 annually (see appendix I). Higher value residential properties will see an increase to their rates as a result (see appendix I). In some instances the change will simply be less of a decrease than under the status quo i.e. Dairy High Value shows an overall decrease in rates under either option but the quantum of that decrease reduces with the reduction in UAGC (see appendix I).

Under this option the UAGC cap will decrease by around 2.5% from 29.5% to approximately 27%. This option is seen as a minor variance to the wording in the Revenue and Financing Policy as the UAGC cap at 27% remains 'close' to the cap of 30%.

# Option 2 – Leave the UAGC as it is at approximately \$791 and leaving the UAGC cap on rates at 29.5%

This option removes the ability for Council, albeit not outwardly material, to provide some rates relief for lower value properties but equally does not increase the rates impact to other properties, which in some cases is more opportunity cost related (see appendix I) and sees the UAGC cap remain at 29.5%. This option keeps exactly with the wording as per the Revenue and Financing Policy.

# 5. NEXT STEPS

The change to the UAGC will be made in the financial modelling and the impact to sample properties updated to reflect in the draft annual plan documentation aimed for presentation to Council in April 2025.

Differentials could be a further consultation topic in the 2027 LTP should that be considered an appropriate action by the Council in the future.

# 6. COMMUNITY OUTCOMES SUPPORTED



# Community

We communicate, engage and inform our community



# Development

We promote and support the development of our economy



# **Environment**

We value and protect our environment



# **Future**

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



# Services

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

# Appendix I:

Property	Rates Change per Week (\$791) - Current	Change per Week (UAGC \$700)	Annual Change (UAGC \$791)	Annual Change (UAGC \$700)	Impact of UAGC Change (Annual)	Impact of UAGC Change (Weekly)
Residential High Value	9.4	10.8	490.6	560.0	69.3	1.3
Residential Med Value	6.6	6.9	344.6	358.0	13.4	0.3
Residential Low Value	7.9	7.3	410.2	381.1	-29.1	-0.6
Dairy High Value	-11.8	-5.6	-614.0	-291.4	322.6	6.2
Life Style - Medium Value	2.1	2.3	109.3	119.1	9.8	0.2
Residential Semi Rural Low Value	4.3	3.6	224.1	188.3	-35.8	-0.7
Commercial High Value (30room)	-43.6	-34.9	-2266.1	-1815.3	450.8	8.7
Commercial Medium Value (12 room)	-5.2	-2.6	-270.2	-132.6	137.5	2.6
Commercial Medium Value (Retail)	-1.9	-1.6	-99.4	-81.5	17.9	0.3
Commercial Low Value	-0.1	-0.6	-3.2	-31.2	-28.0	-0.5
Farm High Value	-11.5	0.6	-598.8	29.3	628.1	12.1
Farm Medium Value	-10.4	-4.6	-538.2	-240.7	297.5	5.7
Farm Low Value	-3.9	-2.0	-202.7	-103.9	98.8	1.9

Report to:	Council	
Date:	26 February 2025 and 26 March 2025	
Subject:	Request for Road Closure and Exchange at 1695 Puhi Puhi Road - NR	
	McArthur (2007) Investment Trust	
Prepared by:	M Hoggard – Strategy Policy and District Plan Manager	
Input sought from:	J Prentice – Roading Engineer	
Authorised by:	W Doughty – Chief Executive Officer	

#### 1. RE-ADJOURNMENT OF ITEM

At the Council meeting held on 26 February 2025, it was agreed that the item of business should lie on the table subject to a site visit to the property. A site visit was held on 5 March 2025 and no changes have been proposed. The report tabled to the 26 February 2025 remains unchanged below:

## 1. PURPOSE AND ORIGIN

A request has been made by NR McArthur (2007) Investment Trust to have an area of paper road stopped and to exchange some land to allow for the road corridor to continue.

# 2. RECOMMENDATION

It is recommended that the Council:

- a) Receives the report.
- b) That the application is modified to retain additional areas of a legal road and the council approve the application for notification
- c) That a road stopping and exchange agreement is drawn up and signed
- d) Subject to the outcome of notification that any road stopped be amalgamated with the title of the adjoining property.
- e) That the Council instruct officers to proceed with the road stopping and legalisation process and any subsequent sale of the land.
- f) That the Council instruct Council Officers to sell the land at valuation taking into account the exchange within a price range that the chief executive officer determines to be appropriate.

# 3. BACKGROUND

An application for road exchange was received on 15th January 2025

Initial discussion occurred with Te Runanga o Kaikōura and Herenga a Nuku (Walking Access Commission and the feedback at the staff level included:

- Ensuring that esplanade provisions still apply once the road is closed
- Ensuring the road stopping will not limit access to conservation land

In order to progress any road stopping Council must pass a resolution to instigate the road-closing procedure and Council must follow the statutory process as set out in Schedule 10 of the Local Government Act. Refer Figure 1. The area in red is requested to be purchased and the areas in yellow is proposed to be vested in road.

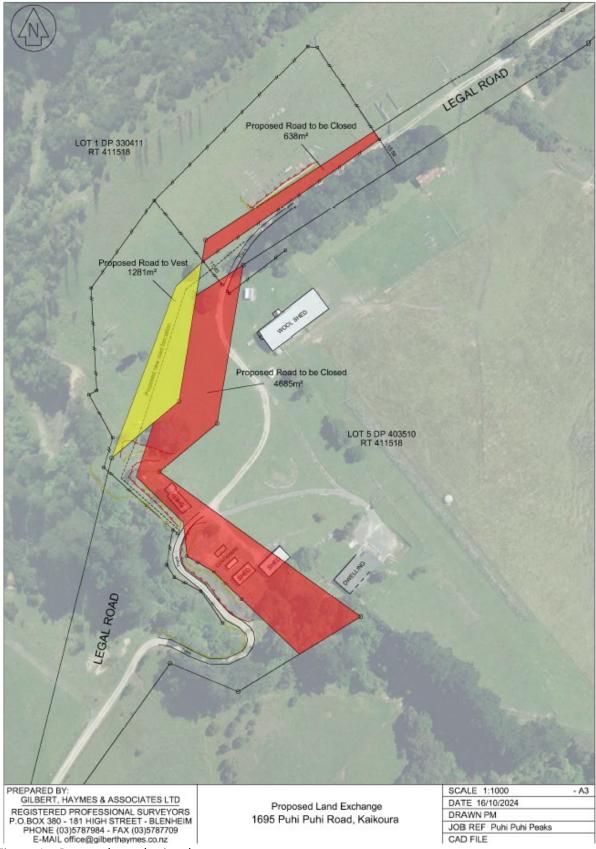


Figure 1 – Proposal as submitted

A workshop was held at Council on 12<sup>th</sup> February 2025 to discuss the roading options the workshop was attended by Council staff and Tim Blake, CEO Puhi Peaks Station. Key aspects discussed at the workshop were:

- If any other properties are accessed by this section of legal road it was noted that no individuals other than the applicant own property past the road
- Buildings on road reserve were discussed and noted the current roading policy prevents new buildings on road reserve and allows buildings on road reserve to remain
- It was noted some uncertainty still exists on the final location of the Whale Trail Cycle Trail and Council would want to ensure that the topography of the areas is not such that slips are likely to erode the remaining areas of road and prevent future access.

A site visit was undertaken on 14<sup>th</sup> February 2025 by the Roading Engineer and the Strategy Policy and District Plan Manager which noted:

- An ephemeral stream has resulted in a steep embankment that is overlayed by the legal road
- Removal of the legal road from the east of the formed track is unlikely to result in any future access issues
- Removal of the road to the west of the formed track may make it difficult to form the road due to the proximity of the embankment
- If the road was moved to abut the old shed sufficient room would exist for a future single-lane road to be formed if ever required, this should allow sufficient width away from the embankment
- The proposed new road to vest passed the shed results in no observed impediments to prevent formation
- The additional 638m2 to be closed appeared logical and still offer sufficient width

Given the site visit it is recommended an additional area be excluded from the road stopping application refer figure 2 – Areas including the blue line and south to be excluded from the proposed road stopping application.



Figure 2 – Blue like shows suggested amended boundary.

In addition to reducing the location of the road to be stopped, the roading engineering has noted that a number of structures currently exist on the road which would make it difficult to access the paper road. For example, the current location of the deer fencing gate makes physical access to the legal road challenging. It has been suggested a redesign of this area should occur to provide for better access if required in the future. This most likely will result moving the deer gate and smaller fences in the area as shown in Image 1 below



Image 1 – Location of gates and fences currently on legal intended to remain as legal road

In terms of the process forward a roading stopping cost agreement needs to be prepared and signed If Council was supportive the road stopping agreement could also require the realignment and removal of fences that preclude future access.

The next step after the agreement requires the area to be legally surveyed and a survey plan has to be lodged and approved by Land Information New Zealand (LINZ). Plans must be prepared, advertised and be available for public inspection and allow persons to object to the proposal. Notices must also be served on any occupiers of land adjoining the land proposed to be stopped. If no objections are received Council may, by public notice, declare the road to be stopped. The declaration takes effect once two copies of the public notice and the survey plan are received by the Chief Surveyor at Land Information New Zealand. A new certificate of title for the land comprising the stopped road would be issued. The Act provides that Council may sell that part of the closed road to the owners of any adjoining land, for a price to be fixed by a competent valuer, or grant a lease of that part to the owners of any adjoining land.

If the closure proceeds it is understood that NR McArthur (2007) Investment Trust would purchase the land off KDC at the price fixed by the valuer taking into account the area of land proposed to be vested.

#### **Issues and Options:**

Options	Advantages	Disadvantages
Do not agree to instigate the	Council would retain	The location of the road makes the
stopping of the road	ownership of the land and a	existing operations difficult to
	future use of the land may be	continue as hazardous good are
	able to be found.	currently stored on the legal road

Agree to instigate the stopping of	Council would receive	Council would no longer have
the road	income from the sale of land	ownership of the land so would not
	which is not currently used	have control over its use except
	for any purpose.	through the consenting process.
	Council would no longer have	
	any responsibility for this	
	area of legal road.	

#### 4. DISCUSSION

Closing the amended areas of legal road (Figure 2) and vesting of new road will still provide for access if ever required in the future. The existing operation that has occurred on legal road appear to have established over a number of years and have been located to make the most of the existing operation of the property. Such historical use of road reserve is not uncommon in the rural zone. Councils' records show no complaints in regard to the use of this land.

The legal road links the Puhi Puhi Vally with the Wharekiri Stream which flows into the Clarence /Waiatoa River. It is noted that legal access is provided to one other title which is also owned by NR McArthur. The legal road does not provide access to Conservation land to the west, for example, the legal roads along Happy Valley Stream and the Wharekiri Stream do not extend into conservation land. It is noted that recently parts of Middle Hill were vested with the Department of Conservation as part of the tenure review process. Legal access to this conservation land is possible however it is noted the formed farm tracks do not follow the legal road to the Wharekiri Stream. The proposed road close will not place additional impediments for public access.

#### 5. FINANCIAL IMPLICATIONS AND RISKS

All costs associated with the road stopping process will be part of the formal agreement for road stopping regardless of whether or not the stopping is successful. Subject to valuation the Council would also receive the proceeds from the sale of the land.

# 6. SIGNIFICANCE OF DECISION

Not significant.

# 7. RELEVANT LEGISLATION

Section 342 and Schedule 10 of the Local Government Act 1974

#### 8. COMMUNITY VIEWS

The public will be advised by public notice and will have an opportunity to object to the proposal if they do not agree with it. There are no adjoining owners to notify in this case.

# 9. COMMUNITY OUTCOMES SUPPORTED

The work is in support of the majority of community outcomes.



# Community

We communicate, engage and inform our community



# Development

We promote and support the development of our economy



# **Environment**

We value and protect our environment



#### **Future**

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

# Services



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

Report to:	Council	
Date:	26 March 2025	
Subject:	CEO Monthly Report	
Prepared by:	W Doughty - Chief Executive Officer	
Input sought from:		
Authorised by:	W Doughty - Chief Executive Officer	

#### 1. PURPOSE

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

#### 2. RECOMMENDATION

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

#### 3. COUNCIL ACTIVITY - KEY FOCUS AREAS

#### Overview

Local Waters Done Well has dominated workloads over the last month or so. It is great that our public consultation period is now open regarding feedback on our preferred option of a joint CCO with Hurunui District Council and two alternative options. This will be one of the biggest decisions for the Council for the longer term for our community. Following the final decision in May, the emphasis of the work will shift towards finalising the draft Water Services Delivery Plan. This plan will need to be approved by Council and then authorised by the CEO for submission to the Department of Internal Affairs (DIA) for ultimate government approval. Final approval from the government needs to be in place by the 3<sup>rd</sup> September 2025. As outlined in our consultation documents, implementation of any new arrangements are unlikely to be fully in place until FY26/27 as there will be a lot of detail to work through to implement the agreed option.

Our draft annual plan is on track for presenting to Council at the April meeting. A report in regard to options for the UAGC is included in this agenda. As identified through the workshops to date, the annual plan is predominantly an update of the budgets for year 2 of the Long Term Plan with no significant variances or changes in scope or levels of service. We will be running an inform campaign for the community in May around the details of the plan, before Council adopts it by the end of June 2025.

Our governance team is getting prepared for the local body elections in October 2025. The paper to Council last month outlined the key dates over the coming months. The team are considering ways to raise awareness and make it easier for voters. For example, we are proposing one extra vote collection area this year at New World supermarket. This will need to be checked daily during the voting period. It should be noted that a number of workstreams are scheduled to be completed over the next few months prior to the electoral period which may require additional Council workshops and meetings.

Project phoenix, our internal ERP system replacement project is progressing. This is a joint implementation with Hurunui District Council. Unfortunately, Datacom have confirmed this month that the functionality of both the building and the planning modules will not be available from 1<sup>st</sup> July but are anticipated to be live by October 2025. We are currently working through what that means in terms of interim arrangements (resource and cost), but currently the schedule is still that the remaining modules will go live from 1<sup>st</sup> July. A significant training programme for the various teams is currently underway to upskill them ahead of Go live.

It is good to see a number of physical works projects progressing. The roading at Wakatu Quay started in March and is scheduled to be completed by the end of June. Downer are the contractors and are managing day to day communications, although the project team is providing support in terms of stakeholder engagement. The site build is progressing with a significant milestone of the concrete pour for the building foundations being achieved over the last month. Our footpath tender for the

annual work programme closed in early March and responses are currently being evaluated so that work can get underway. The main physical works on the link pathway are nearing completion. A full report on the project will be brought to the April meeting which includes the proposed additional items to be completed with the remaining budget.

The forestry harvest is now completed at South Bay and the total revenue and costs are being finalized and will be reported on next month. It is intended that any final revenue is ringfenced for reinvestment in the area. We were able to ensure that the Lions club received a good stock of firewood for community use. A letter of thanks from the Club president is included in attachment 1. Feedback on the draft Reserve Management Plan for the area closes on the 25<sup>th</sup> March. As previously outlined, the intention is then to develop a full masterplan for that area, which will be the blueprint for the next few years. The plan will identify a series of actions with associated budget requirements. We have a fantastic opportunity to create something special in the area for the long term. To that end I have been engaging with the Chair of the McKenzie Reserve at Waiheke Island to get some ideas and learnings from what they have achieved over the last 20 years. The weblink to their site is included below for information:

Friends of McKenzie Reserve | Regenerated coastal reserve | Waiheke Island, New Zealand

#### Other items

It was pleasing to see that the overall resident's satisfaction rating with council services and facilities has increased to 70% from 65% last year with some noticeable increases. This hopefully reflects the hard work from all the team. As with all things there is still room for improvement and some areas to focus on. A separate report is included in the agenda for information with the full satisfaction survey report from our external provider.

Further to the release of the interactive map of our cemetery which helps the public identify plots for loved ones late last year, the team has also been working to add images of the headstones for plots. This is a work in progress and right now we have 807 photos loaded out of a total of 2306, so we are well on our way to completing the full set. This is a great initiative that demonstrates our focus on customer experience.

I chaired the quarterly Canterbury Communications and Engagement forum on the 21<sup>st</sup> March which brings together communications leads from the 11 councils around Canterbury. The focus of the discussions was dominated by annual plans, local waters done well and upcoming local body elections. We are also making preparations to host the Canterbury Mayoral Forum, Regional Transport Committee and Canterbury Civil Defence and Emergency Management Joint Committee at the end of May.

#### **Council Team**

As of the 31<sup>st</sup> March our planning team will be back up to full strength. Daniel Hirst has joined the team in the Policy Planner role and Rex Hurley joins the team as Planning Officer on the 31<sup>st</sup> March. Zach Burns has been continuing to provide planning officer support remotely since moving to the north island but formally finishes his role with Council on 11<sup>th</sup> April. This will ensure some handover with Rex.

Wendy Campbell has made a transition from her Accounts Payable role to the Operations Administration role. A preferred candidate for the replacement Accounts Payable officer has been identified with short term cover required for two months until that person can start. A credit to all the team who have found ways to provide cover for these roles during the recruitment process.

The recruitment for the Senior Manager operations role is currently on hold, with myself providing line management support to the three managers in the operations area.

## Focus areas for the next three months

- a) Project phoenix implementation.
- b) Local Waters Done Well
- c) Annual Plan

# 4. COMMUNITY OUTCOMES SUPPORTED

# Community

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#### **Environment**

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# 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



# Services

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

Attachment 1: Correspondence from the Lions Club.



Lions Club of Kaikoura 29 Bayview Street Kaikoura 7300 021 0298 6213 Kaikoura202elions@gmail.com

Kaikoura District Council

Attention Mike Russell

Hi Mike,

On behalf of the Lions and in fact the whole Kaikoura community, we extend our grateful thanks to the Council for the firewood logs recently donated.

We all enjoy the physical activities of firewood conversion and being able to help people in need is the right thing to do. As our motto says, "We Serve"

All the Best,

Alan Gulleford Secretary

Report to:	Council	File #		
Date:	26 March 2025			
Subject:	2024/2025 Resident Satis	2024/2025 Resident Satisfaction and Wellbeing Survey Results		
Prepared by:	W Doughty – Chief Execu	W Doughty – Chief Executive Officer		
Input sought from:	D Nee - Communications Officer			
Authorised by:	W Doughty – Chief Executive Officer			

#### 1. SUMMARY

This report presents the results of the 2024/25 Satisfaction and Wellbeing Survey ("Satisfaction Survey") that was conducted by an independent research company between 15<sup>th</sup> November 2024 and 23 January 2025.

The overall results are very pleasing and show an increase in overall satisfaction from 2023/24 and continue a general upward trend in satisfaction over the last few years.

There have been a number of gains in satisfaction in key service areas and facilities. Although it does highlight some areas that require continued focus, there are no unexpected "alarm bells" and satisfaction levels were consistently above a New Zealand-wide survey undertaken by the same research company in order to provide a benchmark.

The nationwide benchmark for overall satisfaction with New Zealand councils is 54%. The survey showed that overall satisfaction with the Kaikōura District Council this year is 70%, well above the national average and an increase from 65% in 2023/24.

The full report will also be made available on our website and a summary will be placed in the Kaikōura Star.

Attachment 1 - 2024/25 Satisfaction and Wellbeing Survey report

#### 2. RECOMMENDATION

It is recommended that the Council receives the 2024/25 Satisfaction and Wellbeing Survey report.

# 3. BACKGROUND

The Satisfaction Survey is conducted annually to assess how Council, and its facilities and services, are seen by our resident and non-resident ratepayers and wider community.

The results inform business planning, provide insight into perceptions of Council, Council services and facilities, and provide the data for some performance measures reported in the Annual Report. The survey also includes a number of questions aimed at indicating wellbeing. A key purpose of the survey is to also influence the Council's decision making for the Long-Term Plan and Annual Plans in terms of capital programmes and levels of service.

The survey is undertaken by an independent research company, ensuring top quality and usefulness of our results, and allowing us to compare our performance to national benchmarks (and to some extent other councils across the country, noting variations in methodology).

The research was conducted between 15<sup>th</sup> November 2024 and 23 January 2025. A total of 364 responses were used in the final analysis. This is an increase on prior years and represents the highest response rate since the surveys began in 2013. The methodology uses a mix of phone interviews, online and postal surveys. Further detail is included in the survey report.

#### 4. DISCUSSION

## a. Result overview

The full results are in the attached report – with "Satisfaction at a Glance" on page 6.

The benchmark for "overall" satisfaction with New Zealand councils is 54%. The survey showed that overall satisfaction with Kaikōura District Council rose to 70% from 65% in 2023/24 and is therefore well above the national average. 25 of the 35 performance areas measured (715) showed moderate or high satisfaction levels above 60%, and 12 out of 15 performance areas exceeded national benchmark standards. Overall satisfaction in Council facilities increased 9% from last year to 80% overall. Overall satisfaction in Council services increased to 64% from 60% in 2023/24.

For the second year in a row the net emotion score stayed positive for all Council services and facilities. This means that there were more satisfied than dissatisfied ratings in all of the performance areas.

Once again, our Library team took out top spot in terms of satisfaction with 97%. This was closely followed by our customer services team at 84% with comments received around how friendly and helpful staff are. Both results were similar to 2023/24.

Some other pleasing results included a large increase in satisfaction with our footpaths at 69% (an increase of 18% from 2023/24), Environmental Health 66% (11% increase from 2023/24), cycleways and walkways at 84% (8% increase on 2023/24) and other public places 83% (8% increase on 2023/24). Satisfaction with Mayor, Councillors and Staff rose to 67% from 64% in 2023/24 - against a benchmark of 45% New Zealand wide. The report did note some mixed comments on performance were received for this measure.

## b. The community and well-being

Results of the survey not relating to Council show that perceptions of life quality also increased in 2024/25, with 3 in 5 respondents (63%) indicating that their quality of life had improved in the last year up from 50% in 2023-24 — the second highest increase this year and a new peak result for this measure. 60% also believed that quality of life is improving for residents and visitors generally.

Overall business confidence (85%) also remained high. Notably, 6 in 10 (58%) had full confidence (ratings of 10) in business continuance over the next year (albeit down from 70% in 2023/24).

In terms of comments received regarding the biggest issues facing the District, the top three areas receiving the most comments included economic pressures and cost of living (34% of comments), housing and accommodation challenges (25% of comments) and infrastructure and transport issues (19% of comments).

# c. Areas for improvement

There is always room for improvement, no matter how high the rating or how small the possible improvement.

Three of 15 performance areas scored below national benchmark standards. Two areas relate to waste management including Rubbish Collection 51% (national average 67%) and Recycling 58% (national average 73%). Comments related to more rural recycling opportunities and the introduction of a wheelie bin service in residential areas. This could be considered again as part of the waste management and minimisation plan review scheduled for 2025, but would come at an increased cost. The third performance measure related to streetlights at 70% but was close to the national average of 72%.

It was surprising to see that satisfaction in roading has remained at 56%, which is the same as in 2023/24, despite the additional investment in roading in the LTP. One contributing factor maybe the timing of the survey which was undertaken ahead of the summer reseal programme in the township. The LTP has ongoing funding commitment to our roads and recent evaluation shows that with our financial commitments our local share equates to 66% of the roading budget with only 34% being subsidised by New Zealand Transport Agency (NZTA) via the National Land Transport Programme NLTP. This is a common issue across a number of Council's country wide.

Satisfaction in Council meetings and committees dropped to 53% from 62% in 2023/24. A large proportion of respondents continued to have no opinion or were unsure about those meetings which provides an opportunity for raising awareness and participation. Satisfaction in consultation on significant issues also showed a minor drop in 2024/25 to 56% from 59% in 2023/24. This is still above the national average of 44%, but we need to keep this in mind as we consult with the community on big issues ahead such as Local Waters Done Well. We will be looking at opportunities to increase engagement with youth demographic and our rural sectors.

Although satisfaction in Council Response to Requests increased by 8% from 2023/24 to 55% and is the highest it has been since 2018, there is still further work for improvement to get consistency in customer experience across all areas of Council.

#### 5. FINANCIAL IMPLICATIONS AND RISKS

While some improvements in satisfaction can likely be achieved within existing budgets, in many cases, achieving a meaningful improvement in satisfaction would often require a significant increase in service delivery and a corresponding increase in spend (and therefore budget). This would need to be considered as part of the Long Term Plan and Annual Plan process.

# 6. RELEVANT LEGISLATION

# **Policy**

Some statistics generated by the survey form the basis of performance measures reporting for the Councils Annual Report.

## 7. COMMUNITY OUTCOMES SUPPORTED

The work is in support of all community outcomes.



# 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



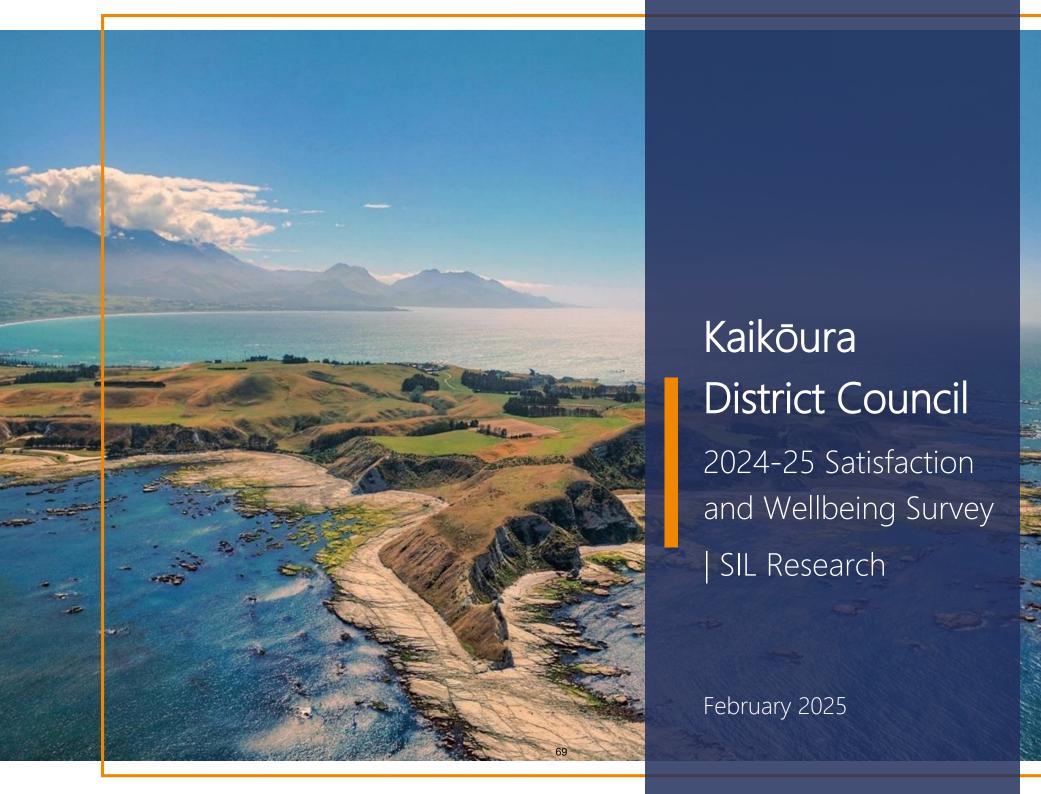
# **Environment**

We value and protect our environment



#### **Future**

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



Contact: Dr Virgil Troy 06 834 1996 or virgiltroy@silresearch.co.nz

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# **EXECUTIVE SUMMARY**

Each year the Kaikōura District Council uses a survey of residents and community members to gather feedback about Council-provided services and facilities. This research measures Kaikōura resident satisfaction levels with Council service delivery performance, Council facilities and community wellbeing.

Research was conducted between 15 November 2024 and 23 January 2025. A total of n=364 responses were used in the final analysis, the highest response received to date. The main findings were as follows:

- The Kaikōura District Council has continued to experience positive performance in 2024-25 from the perspective of residents, following on from the gains measured in 2023-24 in the face of recent national and economic challenges. Overall satisfaction with the Council remained moderately high (70%), slightly higher than 2023-24 (65%) despite no significant differences in the past five years. Kaikōura District's overall result remains positively above the national average (54%).
- Consistent with the positive satisfaction score, perceptions of life quality also increased in 2024-25, with 3-in-5 respondents (63%) indicating that their quality of life had improved in the last year up from 50% in 2023-24 the second-highest increase this year and a new peak result for this measure. 60% also believed quality of life is improving for residents and visitors generally.
- For the second consecutive year, NET Emotion Scores (NES) stayed positive for all Council services and facilities (more satisfied than dissatisfied ratings), indicating general public satisfaction across the range of attributes measured. Essentially, satisfaction performance scores were 50% or higher for every attribute in 2024-25.

- In addition, 25-out-of-35 performance areas (71%) showed moderate or high satisfaction levels above 60%, and 8 of these 35 attributes (23%) scored very high satisfaction levels above 80%.
- Also, 12-of-15 performance areas exceeded national benchmark standards, including the aforementioned overall satisfaction score – indicating that the District is performing positively in a national context.
- Public facilities, including the library, and Memorial Hall / Scout Hall / Op Shop buildings, remained the top performing areas, with very high satisfaction levels of 97% and 90%, respectively. The library achieved total (100%) satisfaction levels among some community segments (e.g. 18-44 year olds, Kaikōura Flats residents).
- In 2024-25, most performance areas retained satisfaction levels on par with the 2023-24 results. One area showed a significant improvement compared to the previous year: footpaths recorded the greatest improvement for the second consecutive year, achieving a new peak of 69% (up +18%-points from 51% in 2023-24, and up from 41% in 2022-23).

- Other areas saw promising (if not statistically significant) increases in 2024-25, and/or new peak results, indicating positive improvement trends over time, including: environmental health monitoring (66% in 2024-25 vs. 55% in 2023-24), public places (cemetery, playgrounds, public toilets) (83% vs. 75%), South Bay Harbour (82% vs. 72%), overall Council management of community facilities (80% vs. 71%), Council's response to service requests or complaints (55% vs. 47%), and cycleways and walkways (84% vs. 76%).
- Nevertheless, some areas received less positive appraisals from residents, indicating services for greater attention or improvement. Urban rubbish collection scored the lowest satisfaction in 2024-25 (51%), maintaining a typical low position (52% in 2023-24). Council meetings/committees (53%) exhibited the largest drop from 2023-24 (down +10%-points from 62% in 2023-24) (also suffering from low awareness within the community). Other low performing areas (albeit with satisfaction levels of 50% or higher) included: community participation in decision making (52%), Council response to community contact (55%) and roads (56%).
- Against national benchmarks, need for improvement was identified for recycling services (58% in Kaikōura vs. 73% benchmark), Council response to requests (55% vs. 73% benchmark), and rubbish collection (51% vs. 67% benchmark).
- Collectively, most facets of Council engagement with the community presented the greatest opportunity to increase residents' perceived satisfaction with Kaikōura District overall. While satisfaction with Mayor, Councillors and staff (67%) remained moderately high (and generally consistent with previous years), Council consultation, meetings/committees, response to

- requests/complaints and representation of local interests all represented room for improvement identified as having the strongest influence on overall satisfaction but with relatively low performance.
- There was continuing evidence of varying perceptions across the district, with a clear urban versus rural divide. For example, community life quality perceptions were most positive in Kaikōura township (67%) and least positive in Kaikōura Flats (48%) and Hapuku (35%). Hapuku, South Bay/Peninsula and Other remote residents were less likely to agree the Council is helping Kaikōura move forward (36%, 45%, and 41% respectively), compared to Kaikōura township residents (66%). These perceptions were also reflected in and correlated with satisfaction with Council services and facilities.
- Overall, 2024-25 results indicate that Kaikōura District is in a positive position in the eyes of residents, and against national standards. Signs of stability and improvement are evident, with substantial progress in important areas (e.g. footpaths, public places). However, areas for improvement are also apparent, particularly addressing infrastructure and service concerns in more remote areas, ongoing roading and waste collection needs. Engaging younger demographics remains a consistent consideration. Continued strengthening of Council consultation processes and responsiveness to public requests will help ensure broader community participation and foster a deeper sense that the Council cares for the diverse range of residents comprising the local community potentially driving even greater beliefs about the quality of life available in the Kaikōura District.

<u>lini</u>	<b>m</b>		50		<u>*</u>
Public library	Public halls*	Customer services	Cycleways & walkways	Other public places**	South Bay Harbour
(p.40)	(p.38)	(p.33)	(p.22)	(p.39)	(p. 41)
KDC 2024-25: 97%	KDC 2024-25: 90%	KDC 2024-25: 84%	KDC 2024-25: 84%	KDC 2024-25: 83%	KDC 2024-25: 82%
KDC 2023-24: 98%	KDC 2023-24: 92%	KDC 2023-24: 85%	KDC 2023-24: 76%	KDC 2023-24: 75%	KDC 2023-24: 72%
NZB 2024 83% 👚	NZB 2024: n/a	NZB 2024: n/a	NZB 2024: 63% 👚	NZB 2024: 81% 👚	NZB 2024: n/a
<u>~</u>		*	<u>-111</u> -		
Airport	Access to information	Communications	Civil defence	Animal control	Food and alcohol
(p.37)	(p.34)	(p.30)	(p.43)	(p.27)	regulation (p.29)
KDC 2024-25: 77%	KDC 2024-25: 77%	KDC 2024-25: 75%	KDC 2024-25: 75%	KDC 2024-25: 74%	KDC 2024-25: 74%
KDC 2023-24: 79%	KDC 2023-24: 76%	KDC 2023-24: 78%	KDC 2023-24: 82%	KDC 2023-24: 69%	KDC 2023-24: 83%
NZB 2024: n/a	NZB 2024: n/a	NZB 2024: 44% 👚	NZB 2024: 70% 🛖	NZB 2024: 66%	NZB 2024: n/a
<b>○</b> □	2	<b>济</b>	2		*
Streetlights	IWK / Resource Recovery	Footpaths	Environmental health	Pensioner flats	Quality of life
(p.21)	centre (p.24)	(p.23)	(p.28)	(p.36)	(p.11)
KDC 2024-25: 70%	KDC 2024-25: 70%	KDC 2024-25: 69%	KDC 2024-25: 66%	KDC 2024-25: 64%	KDC 2024-25: 63%
KDC 2023-24: 75%	KDC 2023-24: 73%	KDC 2023-24: 51%	KDC 2023-24: 55%	KDC 2023-24: 69%	KDC 2023-24: 50%
NZB 2024: 72% 🕂	NZB 2024: 60% 👚	NZB 2022: 61% 👚	NZB 2024: n/a	NZB 2024: n/a	NZB 2022: n/a
2		Y	<b>F</b>		â
Recycling (p.25)	Consultation (p.13)	Roads (p.20)	Response to requests (p.32)	Meetings/committees (p.31)	Rubbish collection (p.26)
KDC 2024-25: 58%	KDC 2024-25: 56%	KDC 2024-25: 56%	KDC 2024-25: 55%	KDC 2024-25: 53%	KDC 2024-25: 51%
KDC 2023-24: 57%	KDC 2023-24: 59%	KDC 2023-24: 56%	KDC 2023-24: 47%	KDC 2023-24: 62%	KDC 2023-24: 52%
NZB 2024: 73% 🕂	NZB 2024: 44% 👚	NZB 2024: 43% 👚	NZB 2023: 73% 🕂	NZB 2024: n/a	NZB 2022: 67%
	222	Ť	- Great performance (>80%	6) NZB 2024 = SIL	NZ benchmark
Overall satisfaction (p.16)	Mayor, Councillors and staff (p.45)	Being represented (p.45)	- Good performance (60-79	** Cemetery Inla	Scout Hall, Op Shop Bui ygrounds and public toil
KDC 2024-25: 70%	KDC 2024-25: 67%	KDC 2024-25: 65%	- Services for improvement	(DU-0U%)	
KDC 2023-24: 65%	KDC 2023-24: 64%	KDC 2023-24: 62%		tential (<50%)	
NZB 2024: 54% 👚	NZB 2024: 45% 👚	NZB 2024: n/a	- Current result above NZB		
			👢 - Current result below NZB		

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#### **METHODOLOGY**

#### RESEARCH GOAL

As a part of the annual consultation process, Kaikōura District Council (KDC) has commissioned a Resident Satisfaction and Wellbeing Survey since 2013. This research measures Kaikōura resident satisfaction levels with Council service delivery performance, Council facilities and community wellbeing.

#### **OUESTIONNAIRE AND PROJECT SPECIFICS**

From 2018, the Satisfaction and Wellbeing Survey has been conducted by SIL Research.

In 2018, SIL Research together with KDC, developed a revised Resident Survey questionnaire. Initial drafting of the survey was based on research previously carried out by KDC in 2013-2017 years. This revised survey, with further adjustments, was repeated in the following years.

In 2024-25, the existing questionnaire was further reviewed in consultation with the KDC to ensure the survey was fit for purpose, with no changes compared to 2022 or 2023 – allowing for greater consistency in measurement and historical comparison.

#### **DATA COLLECTION**

Research for 2024-25 was conducted between 15 November 2024 and 23 January 2025. A total of n=364 responses were used in the final analysis – this represents the highest survey response received to date, compared to the previous highest response of n=340 in 2022-23. SIL Research used a mixed methods approach to collect surveys across

Kaikōura District Community members. The mixed-method approach included:

- (1) Postal survey. Using a ratepayer database, a hard copy of the survey was sent to 1,500 Kaikōura property owners and district residents. All postal surveys also included an online link to complete the survey.
- (2) Online. The survey was provided online via Council's Facebook page, to increase survey awareness and allow both residents and community members to have their say. This includes CATI interviews.
- (3) Social media. The invitation advertisement was randomly promoted to Kaikōura District residents (available via SIL Research social media platforms, such as Facebook).

The mixed-method approach produced a relatively balanced proportion of paper-based and online submissions, with paper questionnaires boosting participation generally and the online campaign facilitating responses from younger residents.

Table 1 Number of responses per collector method

Collection method	Number of responses	%
Paper-based	145	40%
- survey forms	134	
- links from the survey forms	11	
Online	219	60%
- KDC Facebook	34	
- SIL Facebook (Includes CATI)	173	
- SIL website	12	
Total	364	100%

#### **DATA ANALYSIS**

Data was weighted to reflect the district's gender and age group population proportions as per Statistics New Zealand's 2018 Census.

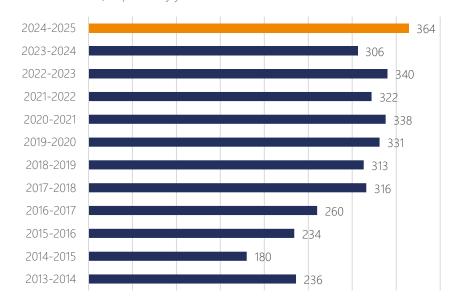
A total sample size of n=364 Kaikōura District residents aged 18 years and older allows for margins of error of +/- 4-5%, at the 95% confidence level.

Table 2 Margin of error

	Reported percentages		
Responses n=	50%	80% or 20%	
364	±4.9	±3.9	
200	±6.8	±5.4	
100	±9.7	±7.7	

The maximum likely error margin occurs when a reported percentage is close to 50%. Higher proportions of 'No opinion' responses reduce the effective sample sizes and also result in a larger margin of error. Smaller subsamples of community segments are also subject to higher error margins.

Chart 1 Number of responses by year



SIL Research ensured quality control during the fieldwork period. In addition, a quality control check was performed using follow-up calls across randomly selected respondents (10% of those who agreed to the follow up) to verify the key responses.

Further checks included, but were not limited to, removal of incomplete responses and duplicate responses.

The main resident groups analysed in this report were: area, age, gender, and home ownership. During the analysis stage of this report, two sets of statistical testing were employed while reviewing data findings. Chi-square tests were used when comparing group results in tables, and ANOVA tests were used when comparing statement averages across groups. The threshold for reporting any statistically significant differences was a p-value of 0.05. Where differences were outside this threshold (less than 95%), no comments were made; where

differences were within this threshold, comments have been made within the context of their practical relevance to KDC.

#### **NOTES ON REPORTING**

Where applicable, the 2024-25 results were compared to previous years' data. This comparative data is indicative only particularly for pre-2018 measures; methods by which the data was collected (including different scales) have differed significantly across years, especially prior to 2018.

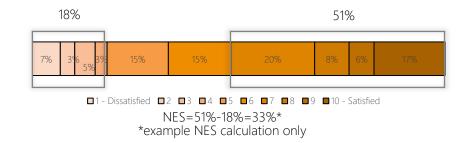
The results from 2013-2017 surveys presented in this report may vary from the original reported data due to different statistical methods used in the analysis.

In 2024-25, most questions continued to use a 1-10 scale (similar to the previous 2017-24 years), which allowed for a more consistent and direct comparison. 'Satisfaction' percentages presented in this report are aggregated 6-10 ratings (on a 1-10 scale). The final analysis excluded 'Don't know', 'No opinion' and 'Haven't used in the past 12 months' responses (although combined 'no opinion / haven't used' percentages are shown in charts for context).

Due to rounding, figures may not add up to 100%.

The overall satisfaction performance measure is an average score between overall satisfaction with Council services and satisfaction with how Council manages community facilities.

The Net Emotional Score (NES) shows the difference between positive and negative sentiment associated with Council services. It is calculated by subtracting the percentage of negative ratings from positive ratings.



#### WHO TOOK PART IN THE SURVEY

Table 2 Responses by age

	Frequency	Percent
18-44	136	37%
45-64	135	37%
65+	93	26%
Total	364	100%

Table 3 Responses by gender

	Frequency	Percent
Male	185	51%
Female	179	49%
Total	364	100%

Table 4 Responses by home ownership

	Frequency	Percent
Own property & live in district	248	68%
Own property but live outside District	30	8%
Live in a rental property	59	16%
Not stated	27	7%
Total	364	100%

Note: final dataset was statistically weighted to increase accuracy of the reported results.

#### **BENCHMARKING**

SIL Research conducts a representative National survey of Councils\* to establish a series of benchmarks across a range of Council services. This allows Kaikōura District Council to compare their survey results against a National average (NZB).

The National survey data is collected throughout the year so that annual results can be presented without seasonal bias. The benchmarking results in this report are based on n=400 responses collected in 2023. The data is collected using a 1-10 scale; satisfaction percentages are aggregated 6-10 ratings.

Benchmarking results are reported at 95% confidence level +/- 4-5%.

\*Excludes Auckland, Wellington, Christchurch and Dunedin.

#### **ENVIRONMENTAL FACTORS**

When reading this report, it is important to note that factors such as the timing of unusual or one-off events can affect the ratings that residents

give, particularly if they occur close to the time when the survey data is being gathered.

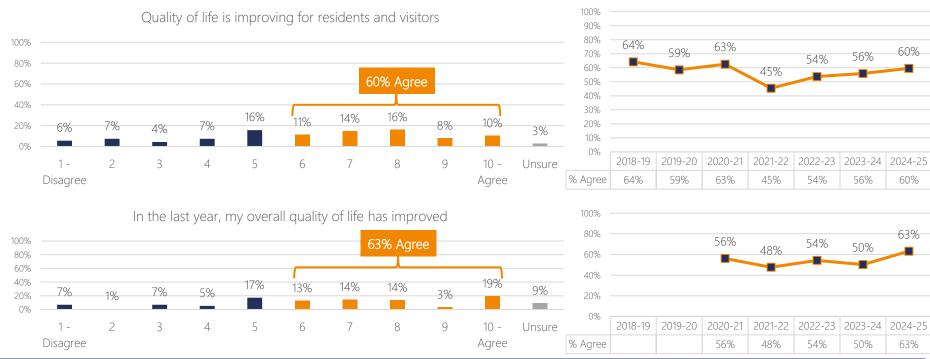
Factors that may have influenced public perception of the Council's performance in 2024-25 include:

1. The cost of living in New Zealand has continued to rise, placing financial pressure on Kaikōura residents and having a notable impact on perceptions of household and civic costs, spending and value for money. According to IPSOS, two-thirds of New Zealanders (65%) expressed concern about inflation and the cost of living in 2023 – their highest recorded level for any issues to date.

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## LIFE IN KAIKŌURA – quality of life

- Perceptions of both community (60%) and personal (63%) quality of life continued to improve relative to previous years, since 2021-22. Personal life quality notably increased since 2023-24 (50%), to a new peak (the second-highest improvement in 2024-25).
- Both personal and community life quality were moderately correlated together (r=0.51, on a 0-1 scale). The majority (3-in-4 or 76%) of those agreeing their personal life had improved also agreed that community life had improved; in contrast, just 1-in-5 (22%) of those disagreeing about personal improvements also agreed about community life improving (while 59% disagreed).
- Agreement about personal quality of life improving was higher for younger respondents (18-44) (69%) compared to 45-64 year olds (56%); however older adults 65+ were more likely to believe that community life had improved (71%).
- Community life perceptions were most positive in Kaikōura township (67%) and least positive in Kaikōura Flats (48%) and Hapuku (35%).
- Respondents who were satisfied with Council service provision were more likely to agree both their community (78%) and personal (77%) quality of life were improving (cf. 28% and 24% of those dissatisfied, respectively).





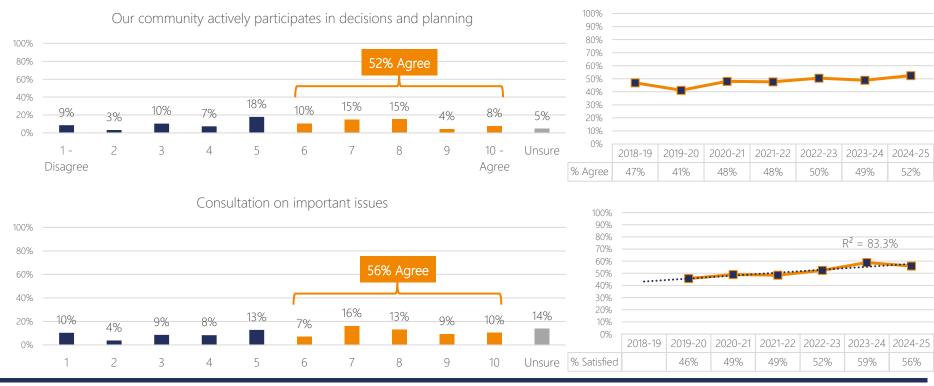
## LIFE IN KAIKŌURA – great place to live

- Consistent with recent years, 6-in-10 respondents (59%) believed that the
   Council is driving progress in the Kaikōura district; while stabilising since
   2022-23, this remains a positive trend compared to pre-2020 in
   particular.
- Older respondents aged 65+ (70%) remained more likely to hold this view, compared to younger adults aged 18-44 (49%).
- Hapuku, South Bay/Peninsula and Other remote residents were less likely to agree the Council is helping Kaikōura move forward, compared to Kaikōura township residents (36%, 45%, 41% and 66%, respectively).
- Respondents satisfied with Council services were also more likely to agree with this, compared to those dissatisfied with services generally (82% vs 11%).



## LIFE IN KAIKŌURA – community engagement

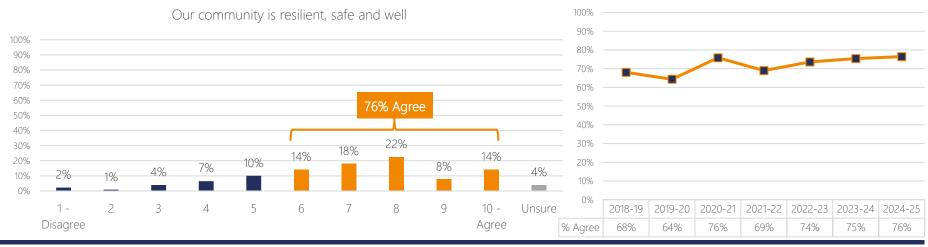
- Consistent with previous years, half of respondents believed their community was actively engaged in decisions and planning (52%, a new peak), and that Council consults on important issues (56%, representing an improving trend over time).
- Perceptions of active community participation and consultation were greater in Kaikōura township (60% & 64%), especially compared to Kaikōura Flats (36% & 45%) and Hapuku (52% & 26%).
- Respondents satisfied overall with Council services were also more likely to agree about community participation and consulation on Council issues (71% & 84%), compared to those dissatisfied with services overall (18% & 8%).
- Consulting on important issues continued to have a strong influence on satisfaction with the Mayor, Councillors and staff, and on services overall.





## LIFE IN KAIKŌURA – community resilience

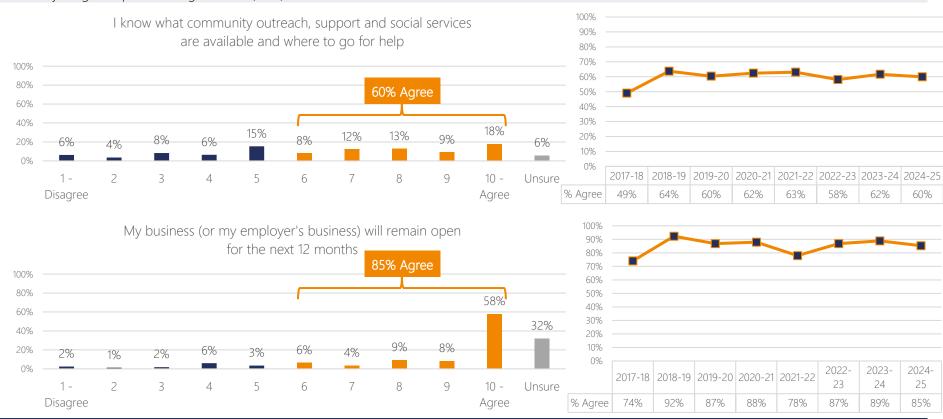
- Levels of perceived community resilience and safety remained stable into 2024-25 (76%), with little change observed over time.
- Nevertheless, Kaikōura Township and South Bay/Peninsula respondents were more likely to agree the Kaikōura community is resilient (83% & 81%) than those in Kaikōura Flats and Hapuku (67% & 53%).
- Respondents who believed community life quality is improving were also more likely to agree that their community is resilient and safe, compared to those who disagreed about community life quality (94% vs 38%).





## LIFE IN KAIKŌURA – community support

- Perceived knowledge of community outreach, support and services remained stable, with 3-in-5 (60%) agreeing with this in 2024-25.
- However, knowledge of these resources remained lower among younger respondents aged 18-44 (49%).
- Business confidence (85%) also remained consistently high. Notably,
   6-in-10 (58%) had full confidence (ratings of 10) in business continuance over the next year (albeit down from 70% in 2023-24).



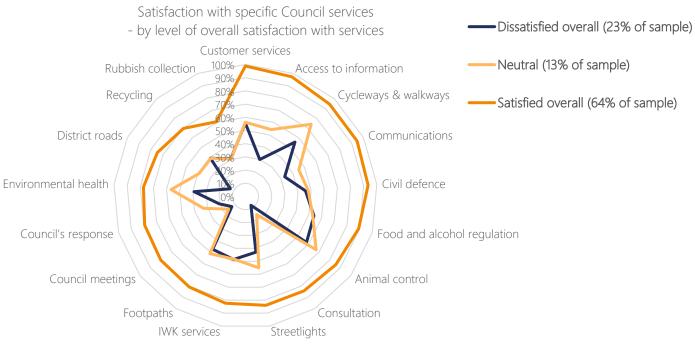
#### COUNCIL AT A GLANCE – overall satisfaction

- Overall satisfaction with the Council continued to be moderately high (70%), with no significant differences in the past four years.
- Despite general consistency over time, satisfaction with Council services (64%), facilities (80%) and overall (70% average) all achieved new peaks in 2024-25. This was most notable for the facilities score (rising from 71% in 2023-24, although not statistically significant), reaching 80% satisfaction for the first time.
- Satisfaction with services was highest in Kaikōura township (72%), especially compared to Hapuku (36%) and South Bay / Peninsula (47%). However, it tended to be lower among homeowners (60%) compared to non-owners (77%).
- Despite no significant differences, facilities satisfaction tended to be higher in Kaikōura township (84%) than in Hapuku (62%) or other remote areas (63%).



#### COUNCIL AT A GLANCE – satisfaction levels

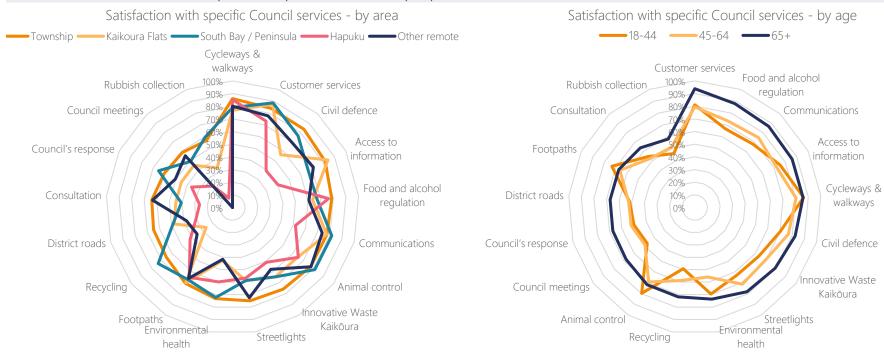
- As expected, respondents who expressed satisfaction with Council services overall (representing 64% of all respondents in 2024-25) also reported moderate-to-high satisfaction with each individual service attribute (with satisfaction scores above 60% for all services).
- Satisfaction levels clearly varied significantly for respondents who were less satisfied overall. The chart below indicates the gaps between respondents based on their overall satisfaction levels, and highlights the most prominent 'pinch points' for those who were dissatisfied with services overall (representing 23% of all respondents in 2024-25).
- Among these dissatisfied repondents, the lowest levels of satisfaction were indicated for consultation (8% satisfaction, compared to 84% of those satisfied overall), Council meetings (13% vs. 80%), District roads (13% vs. 75%), Council's response to requests (21% vs. 79%), access to information (30% vs. 79%), rubbish collection (31% vs. 61%) and Council communications (33% vs. 94%).
- For dissatisfied respondents, just four attributes achieved majority (more than 50%) satisfaction: animal control (58%), cycleways / walkways (56%), customer services (56%) and regulation (54%).



Results based on aggregated '% Satisfied' calculations for each service attribute. Attributes ordered clockwise from highest-to-lowest satisfaction for respondents 'Satisfied overall'.

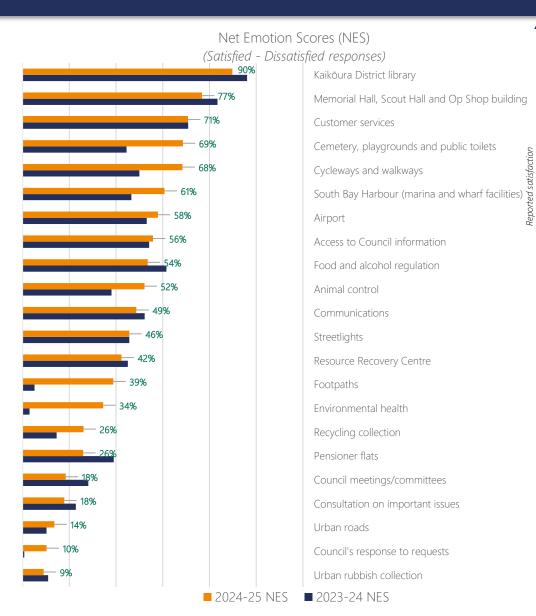
#### COUNCIL AT A GLANCE – satisfaction by area & age

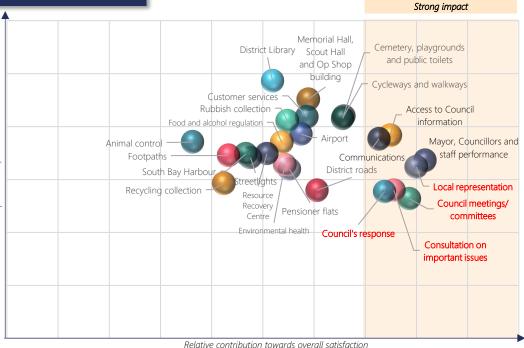
- An overview of service satisfaction across the district reveal a range of varying results, but some notable patterns nonetheless. Kaikōura township respondents (with the highest overall service satisfaction, at 72%) tend to exhibit the greatest satisfaction across specific services, although differences with other areas are often small.
- In contrast, Hapuku residents (lowest overall satisfaction, 36%) typically exhibit the lowest satisfaction across several services (especially information access, Council communication, consultation and response), similar at times to Kaikōura Flats (61% overall) and Other remote (51%).
- Clearer patterns are apparent by respondent age groups, although differences based on age are less distinct. Older adults (aged 65+) have the highest overall service satisfaction (74%), reflected in consistently higher satisfaction across specific services.
- In contrast, younger adults aged 18-44 (63% overall service satisfaction) and 45-64 (57% overall service satisfaction) exhibit lower satisfaction in some areas. However, 18-44s do express slightly higher satisfaction for animal control and footpaths (though not statistically different).



Results based on aggregated '% Satisfied' calculations for each service attribute. Attributes ordered clockwise from highest-to-lowest satisfaction for respondents 'Satisfied overall'.

#### IMPROVING OVERALL SATISFACTION





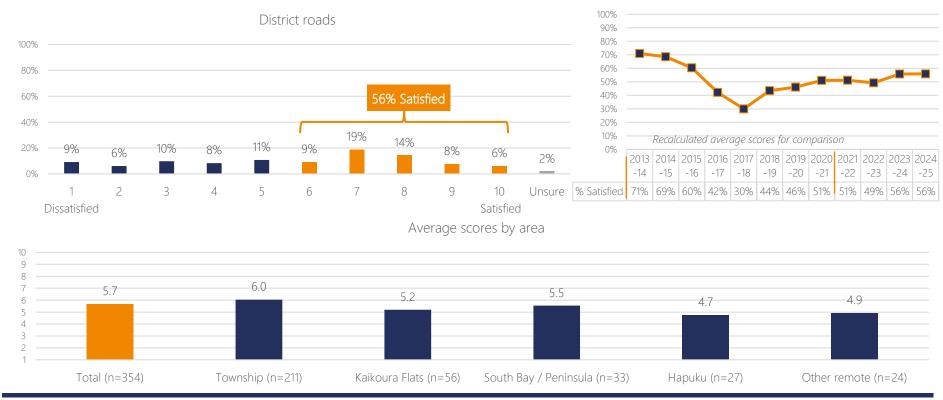
For the second consecutive year, respondents in 2024-25 expressed more positive than negative emotions for all Council services and facilities, producing positive Net Emotion Scores across all areas. The top three highest ranking services (most positive NES) remained the same year-on-year: public library, halls/buildings and customer services. The three lowest-ranking NES (balance of dissatisfied and satisfied respondents) also remained unchanged: rubbish collection, Council's response to requests, and urban roads. The largest improvements were measured for footpaths, environmental health and public facilities (cemeteries, playgrounds, etc.). In contrast, the greatest NES declines in 2024-25 were seen in council meetings and pensioner flats.

Across services, the relative contribution towards overall satisfaction varied. As in 2023-24, based on both impact and achieved satisfaction scores, most facets of Council engagement with the community (particularly Council consultation, response and representation) presented the greatest opportunity to increase perceived satisfaction.



#### COUNCIL ASSETS – roads

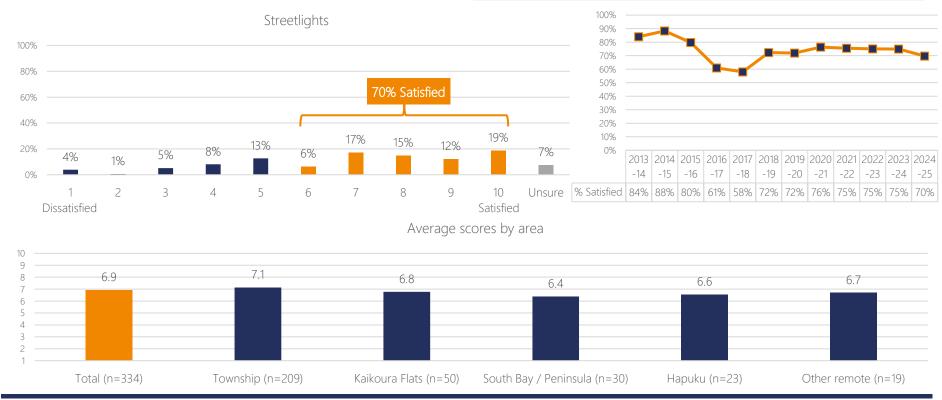
- Over half (56%) of respondents remained satisfied with roads in the district, similar to 2023-24 (56%) however, this evaluation area remained among the five lowest performing in 2024-25.
- Satisfaction with roads was higher for Kaikōura Township respondents (65%), especailly compared to those in Hapuku (30%).
   Older respondents (65+) also remained most satisfied with roads (67%), though this was not significant.





#### COUNCIL ASSETS – streetlights

- Satisfaction with streetlights dipped slightly in 2024-25 (68%, down from 75% in 2023-24 and recent years); however, this change was within the margin of error.
- Satisfaction with streetlights remained generally consistent across community segments. However, home owners reported greater satisfaction than non-owners (72% vs 55%).





#### COUNCIL ASSETS – cycleways & walkways

- Satisfaction with cycleways and walkways trended upwards in 2024-25, reaching a peak of 84% (compared to the recent plateau around 76%) – placing this in the top five best performing service areas (up from 9<sup>th</sup> in 2023-24).
- 3-in-10 (29%) respondents were completely satisfied with cycleways and walkways (ratings of 10).
- Satisfaction was consistently high regardless of community segments.
- However, respondents who were generally dissatisfied with Council management of community facilities were also less satisfied with cycleways and walkways (38%, compared to 94% among those satisfied with facilities overall).





## COUNCIL ASSETS – footpaths

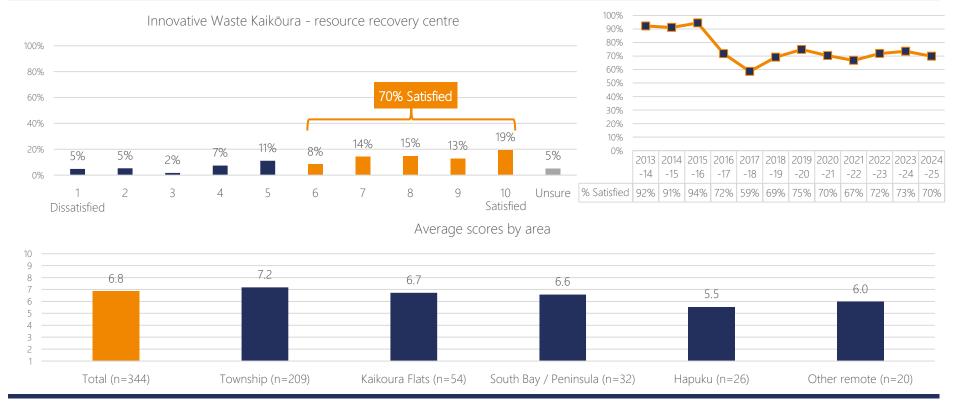
- As for cycleways and walkways, satisfaction with footpaths increased in 2024-25 to a new peak of 69% (up from 51% in 2023-24). In this context, this evaluation area recorded the greatest improvement across the survey for the second consecutive year (up +18%-points from 2023-24).
- This improvement was particularly notable among younger respondents aged 18-44 (73% in 2024-25 vs 43% in 2023-24), with smaller increases among older respondents.
- Increases in satisfaction were also noted across the district, especially in South Bay/Peninsula (67% 2024-25 vs 43% 2023-24) and Kaikōura Flats (70% vs 46%), with a smaller increase in Kaikōura Township (71% vs 57%).





#### COUNCIL ASSETS – Innovative Waste Kaikōura\*

- 7-in-10 respondents (70%) in 2024-25 were satisfied with Innovative Waste Kaikōura services. This was consistent with previous years.
- Satisfaction with IWK services remained generally consistent among community segments. However, older respondents (65+) were more satisfied (80%) than younger respondents (compared to 64% of 18-44s).
- While not significantly different, satisfaction was slightly higher in Kaikōura Township, especially compared to Hapuku.

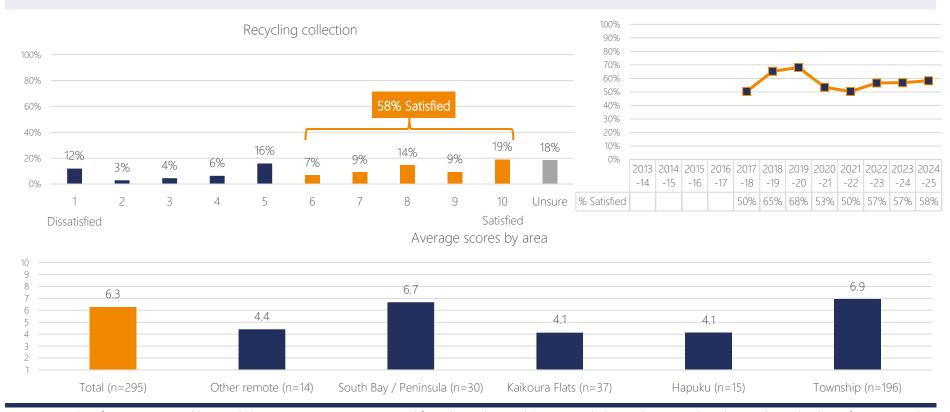


<sup>\*&#</sup>x27;Services provided by Innovative Waste Kaikōura' previously referred to 'Resource Recovery Centre (IWK)'. Due to rounding, figures may not add up to 100%. 'No opinion', 'Unsure' removed from the analysis and '% Agree' calculation. '% Unsure' (based on total sample) shown for context only. Due to the low user base for some areas, a greater variation of satisfaction by location should be noted.



## COUNCIL SERVICES – recycling

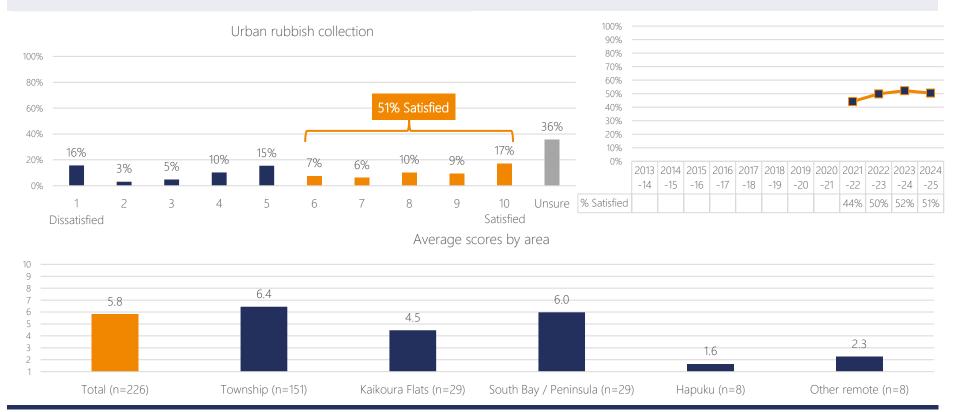
- Satisfaction with recycling collection (58%) remained on par with the previous two years.
- Access to recycling services depends on location within the district; this was again reflected in satisfaction scores, which were notably higher in Kaikōura Township (65%) and South Bay/Peninsula (74%).
- A lack of services was noted by respondents in remote locations.
- Younger respondents aged 18-44 (49%) were less satisfied with recycling services overall than older respondents, especially those aged 65+ (72%).





#### COUNCIL SERVICES – rubbish collection

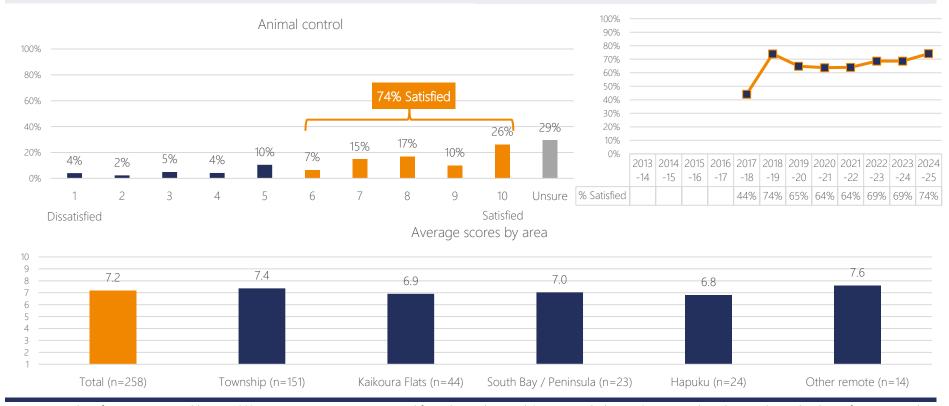
- As with other waste management services, satisfaction with rubbish collection in 2024-25 (51%) was consistent with previous years.
   However, this service was the lowest performing evaluation area this year.
- Notably, almost 2-in-5 respondents (36%) indicated either not receiving this service or had no opinion on this (42% in 2023-24).
- This was reflected in variable ratings across the district, with satisfaction highest in Kaikōura township but a lack of services noted in remote locations.





#### COUNCIL SERVICES – animal control

- Satisfaction with animal control in the district remained consistent in recent years, despite a slight increase in 2024-25 (74%) the first time since 2018-19 this measure has surpassed 70% satisfaction.
- 1-in-4 (26%) of those providing a rating were completely satisfied (ratings of 10) woth this service.
- Satisfaction levels were consistently high (above 60%) among community members of different age, home ownership status and area. However, this was slightly lower in Kaikōura Flats and Hapuku (65% respectively).



#### COUNCIL SERVICES – environmental health

- Satisfaction with environmental health saw a slight increase in 2024-25, to a new peak of 66% - however, this was within the margin of error, so statistically on par with previous years.
- Satisfaction was higher in both Kaikōura township (73%) and South Bay/Peninsula (72%), possibly related to greater exposure to these services in more central locations.
- Respondents aged 45-64 tended to be less satisfied with environmental health (56%; 70% 18-39, 74% 65+).
- Males (74%) were more satisfied than females (55%) with environmental health.

Hapuku (n=20)

Other remote (n=14)



Due to rounding, figures may not add up to 100%. 'No opinion', 'Unsure' removed from the analysis and '% Agree' calculation. '% Unsure' (based on total sample) shown for context only. Due to the low user base for some areas, a greater variation of satisfaction by location should be noted.

South Bay / Peninsula (n=23)

Kaikoura Flats (n=35)

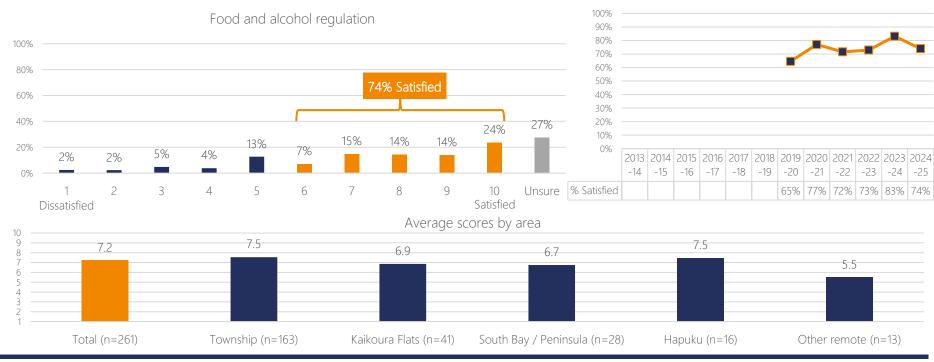
Township (n=150)

Total (n=242)



#### COUNCIL SERVICES – regulations

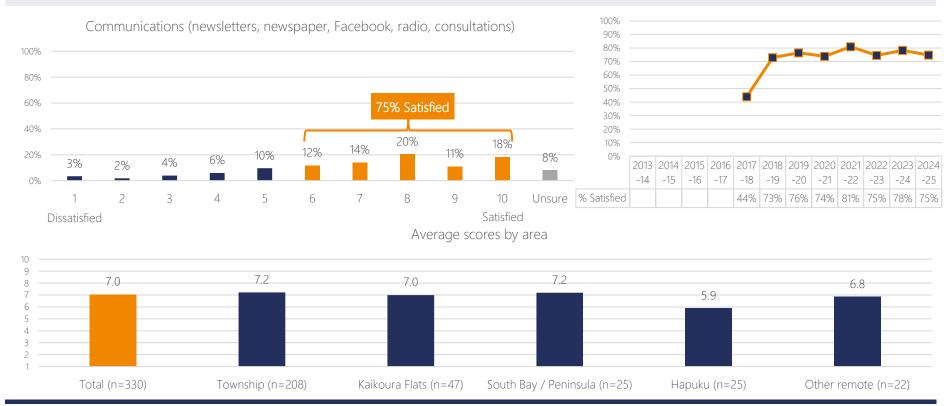
- Despite varying over time, satisfaction with food and alcohol regulation has remained relatively high (above 70%) in the last five years – the apparent dip in the 2024-25 result (74%) was not significantly lower than the peak of 83% in 2023-24 (within the margin of error), but was the second largest decrease across the survey in 2024-25.
- However, ratings of this service were notably affected by a high degree of unfamiliarity (27% unsure, compared to 35% in 2023-24).
- While satisfaction levels were generally consistent across community segments, older respondents (65+) were more satisfied overall (88%, compared to 67% of 18-44s).





#### COUNCIL SERVICES – communication

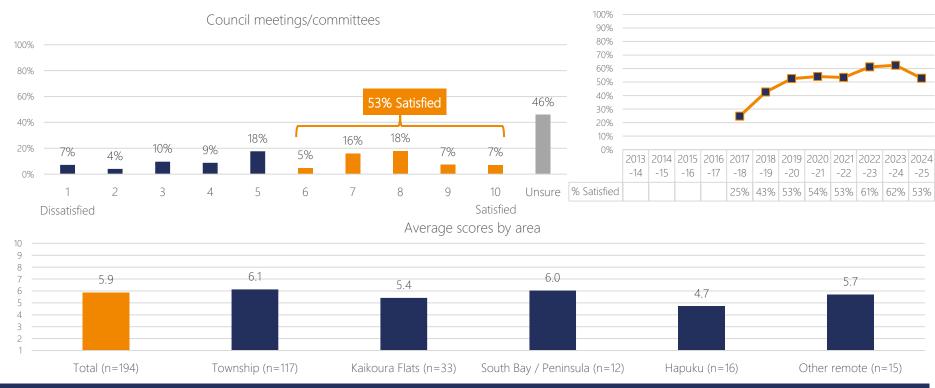
- 3-in-4 respondents (75%) reported satisfaction with Council's communications in 2024-25, consistent with overall results in recent years.
- Satisfaction with communications were higher for older respondents (aged 65+) than for younger respondents (18-44) in 2024-25 (87% vs 68%).
- No other significant differences were noted across community segments, with the majority of all subgroups satisfied. Apparent differences between areas within the district were within margins of error.





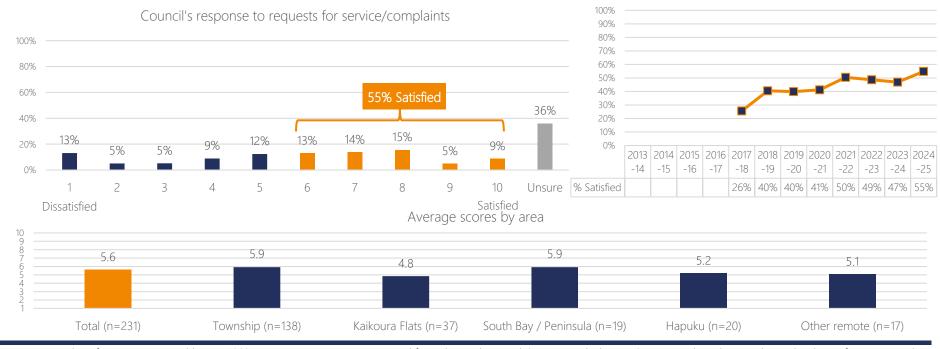
## COUNCIL SERVICES – meetings and committees

- Despite dropping from the peak of 62% in 2023-24, satisfaction with Council meetings/committees in 2024-25 (53%) remained moderately high within the margin of error and similar to results from 2019-22.
- However, a large proportion of community members (46%) continued to have no opinion or were unsure about these meetings.
- Nevertheless, the current result was the largest drop in satisfaction, and made this one of the five lowest performing evaluation areas, in 2024-25.
- In part due to the low subsample sizes of those able to rate this attribute, there were no significant differences measured between community segments.



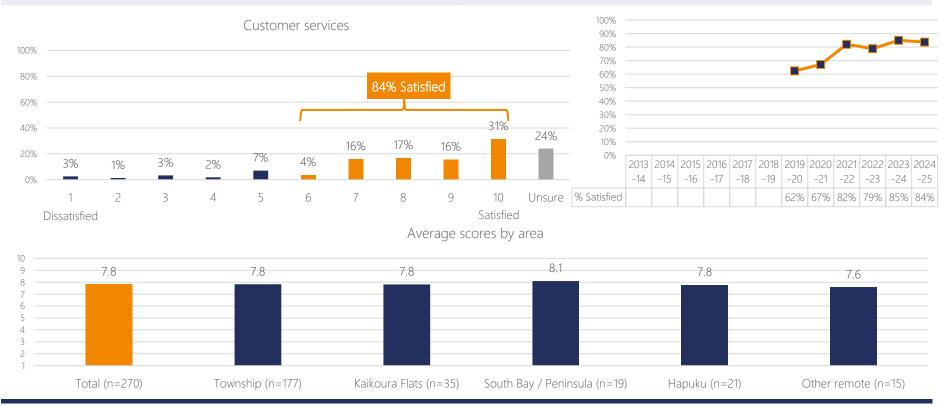
## COUNCIL SERVICES – response to requests

- Just 2-in-3 (64%) respondents were able to rate this service due to lack of experience or awareness; 36% were unsure or unable to provide a rating.
- Nevertheless, satisfaction with Council's response to requests for service/complaints increased slightly in 2024-25 – achieving majority satisfaction (above 50%) for the first time and reaching a new peak of 55% overall. However, 1-in-3 (32%) respondents remained dissatisfied to some degree, with 1-in-7 (13%) very dissatisfied (ratings of 1). As such, this remained among the five lowest performing areas in 2024-25.
- Satisfaction with Council response was notably low among those dissatisfied with Council overall (21%); 3-in-4 (74%) of these respondents were dissatisfied with Council responsiveness.
- However, older adults (65+) indicated slightly higher satisfaction with request responses (67%) compared to younger adults (50% 18-44, 52% 44-64).
- Due to its enduring impact on overall satisfaction, this continued to represent one of the greatest areas for potential performance improvement.



#### COUNCIL SERVICES – customer service

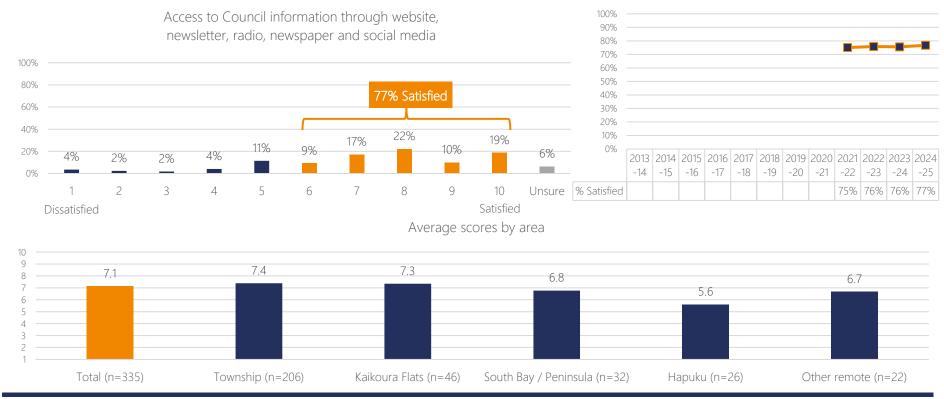
- For those able to rate customer services (front desk & phones), satisfaction remained consistently high in 2024-25 (84%), with no change over the past four years and remaining among the top five best performing service areas.
- Community comments expressed positive feedback about front desk and library staff being friendly and helpful.
- Crucially, satisfaction with customer services was consistently high across the district, although slightly lower (but still high, and within error margins) for Hapuku residents (73%).
- Satisfaction levels were also high across age groups, though significantly higher for older respondents aged 65+ (94%).





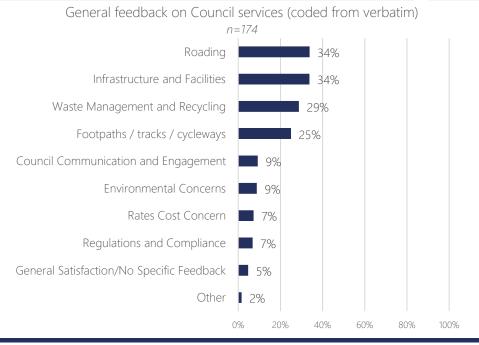
#### COUNCIL SERVICES – access to information

- Satisfaction with access to Council information through various media has remained consistently high (77% in 2024-25) since being introduced as a measure in 2021-22.
- While generally high across the district, satisfaction was lower in Hapuku (40%).
- Respondents dissatisfied with Council service provision overall were particularly dissatisfied with information access (46%), with just 30% indicating satisfaction with this. In contrast, 97% of those satisfied with Council services overall were also satisfied with information access.



#### COUNCIL SERVICES – feedback

- Half of respondents (48%) offered additional feedback regarding the services and assets provided by the Council.
- The top four most prevalent themes in 2024-25 generally reflected the most consistent issues raised in previous years, highlighting residents' ongoing concerns about key infrastructure, particularly roading (34%) and paths/tracks (25%), infrastructure/facilities (34%) and waste management (29%).
- Roading related feedback again centred on maintenance and repairs throughout the district, including sealing, speed, lighting and curbsides.
- Similarly, feedback on footpaths and tracks included both positive comments regarding previous upgrades and concerns about safety, maintenance or provision of walkways in areas like the Esplanade, South Bay and Beach Road.
- A wide range of infrastructure and facility needs were suggested, including community facilities (swimming pools, public toilets, parks) and general maintenance and repair.
- Waste management and recycling concerns highlighted lack of service (in rural areas), costs, bin size, and range of recycling materials accepted.



Open-ended comments sorted into categories; totals may exceed 100% due to multiple themes mentioned by each respondent. The results were weighted by age and gender.

#### COUNCIL FACILITIES – pensioner flats

- 7-in-10 respondents (67%) could not rate Council's performance in relation to pensioner flats; this service concerns only a limited segment of the community.
- Nevertheless, overall satisfaction with pensioner flats (64%) remained consistent in the recent years.
- Satisfaction levels also remained consistent among community members of different age, home ownership status and area.
- While not statistically significant (due to low sample sizes), respondents aged 65+ (80%) did express higher satisfaction with pensioner flat provision.





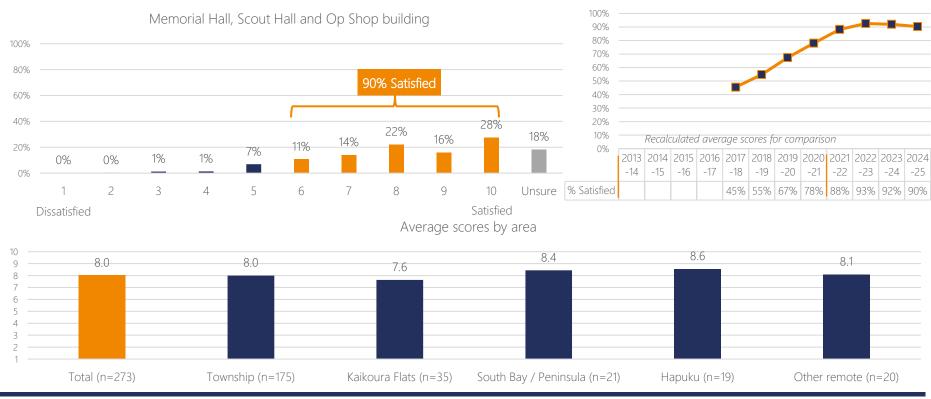
## COUNCIL FACILITIES – airport

- Only 45% of respondents in 2024-25 were able to provide a rating for the Airport, due to limited knowledge or experience for many residents.
- Among these respondents, 3-in-4 (77%) were satisfied with the Airport in 2024-25; consistent with recent years. 1-in-4 (27%) were completely satisfied (ratings of 10).
- Satisfaction levels were generally consistent between community segments.



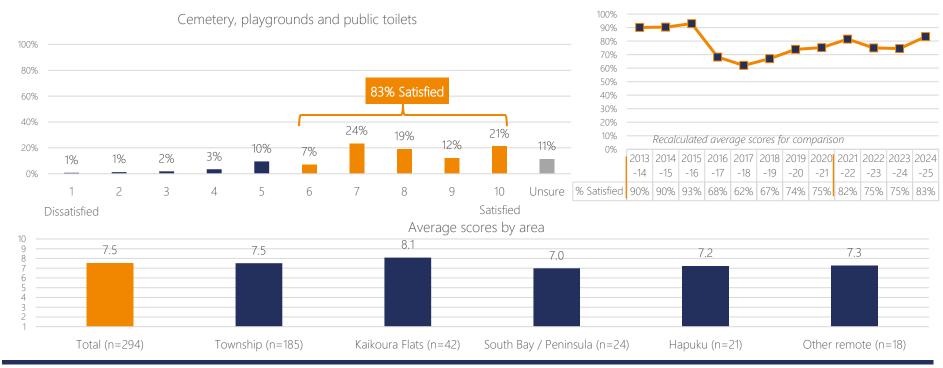
## COUNCIL FACILITIES – halls and buildings

- From 2021-22, the questions about Memorial Hall, Scout Hall and Op Shop building were combined, and compared to average scores between 2017 and 2021.
- Satisfaction with these combined facilities remained at a very high plateau in 2024-25 (90%) – remaining the second highest performing evaluation area this year.
- Satisfaction levels were consistent among community members of different age, home ownership status and area.
- The majority (69%) of those dissatisfied with Council facilities overall still expressed satisfaction with these halls and buildings



#### COUNCIL FACILITIES – public amenities

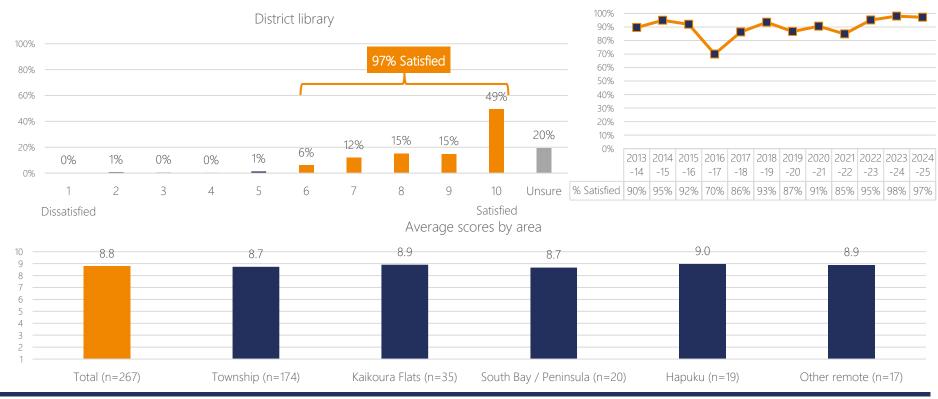
- From 2021-22, questions regarding the cemetery, playgrounds, and public toilets were grouped and compared to historical satisfaction averages.
- 4-in-5 respondents (83%) in 2024-25 were satisfied with these combined facilities, on par with recent years and a new peak since 2021-22 – placing this in the top six performing evaluation areas (up from 13th).
- Just 40% of those dissatisfied with Council facilities overall were satisfied with these public amenities specifically; compared to 90% of those satisfied with facilities overall.
- While satisfaction was high across age groups, younger respondents (18-44) remained less satisfied with public amenities (76%, compared to 93% 65+). Satisfaction also tended to be lower in Hapuku (64%) and higher in Kaikōura Flats (93%).





## COUNCIL FACILITIES – library

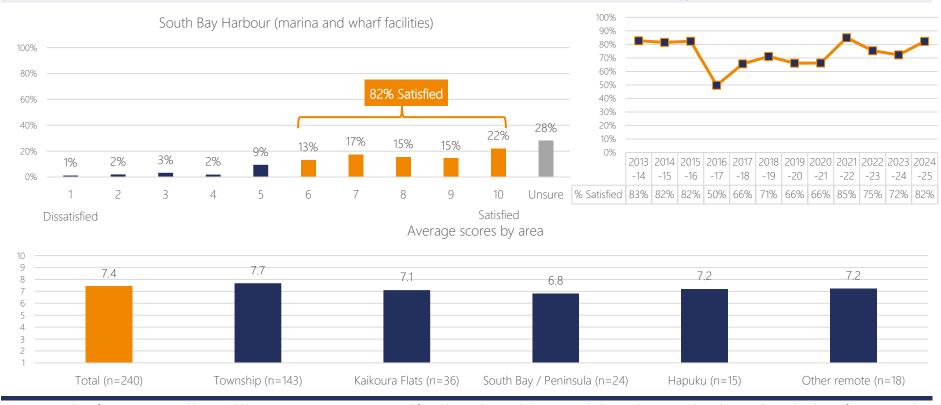
- Satisfaction with the public library has remained very high and almost absolute (97%) - maintaining the historical high record and remaining the best performing service/facility in 2024-25. Notably, half (49%) of residents were completely satisfied (ratings of 10).
- Positive community comments consistently highlight friendly and helpful staff, with great range of services and facilities available.
- Satisfaction levels were consistently high (90% or higher) among all community segments, with some segments achieving total (100%) satisfaction (e.g. 18-44s, non-home owners, Kaikōura Flats residents).





## COUNCIL FACILITIES – South Bay Harbour

- For those able to rate South Bay Harbour facilities (72% of respondents), the majority (82%) were satisfied with these marina and wharf facilities in 2024-25 slightly higher than 2023-24 (72%) but consistent with recent years and an upswing back towards the peak of 85% in 2021-22.
- While not statistically significant, satisfaction was very high among Kaikōura township residents (89%) but slightly lower among South Bay/Peninsula residents themselves (69%).
- Of those dissatisfied with Council facilities overall, just 1-in-3 (37%) were satisfied with harbour facilities (compared to 90% of those satisfied with facilities overall).



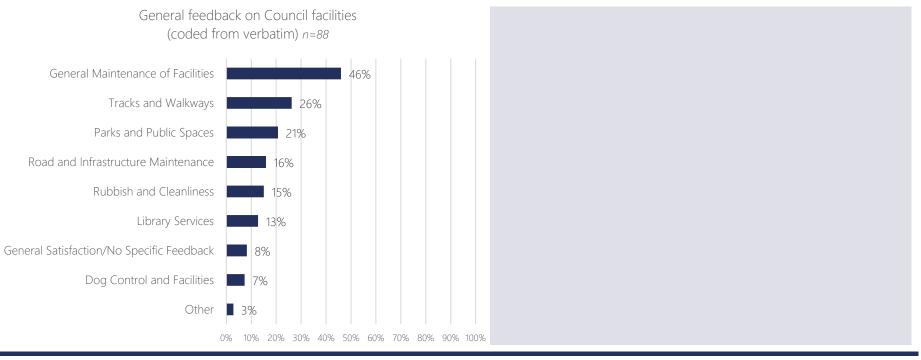
Due to rounding, figures may not add up to 100%. 'No opinion', 'Unsure' removed from the analysis and '% Agree' calculation. '% Unsure' (based on total sample) shown for context only. Due to the low user base for some areas, a greater variation of satisfaction by location should be noted.



## COUNCIL FACILITIES – feedback

- 1-in-4 respondents (24%) provided additional feedback regarding Council facilities.
- General maintenance issues (46%) (e.g. recreational spaces, playgrounds, toilets, halls) and footpaths / tracks / walkways (27%) were the most prevalent themes.

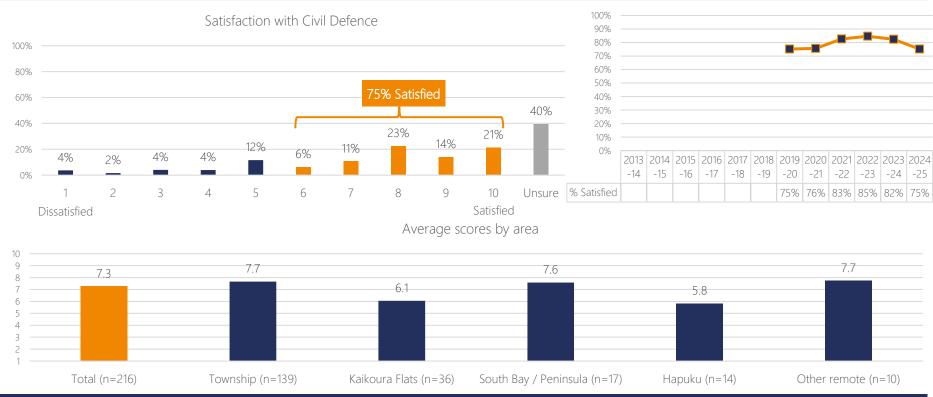
• Positive feedback was provided for the library in particular.



Open-ended comments sorted into categories; totals may exceed 100% due to multiple themes mentioned by each respondent. The results were weighted by age and gender.

## CIVIL DEFENCE – Council performance

- Despite an apparent drop in 2024-25, satisfaction with civil defence in the district remained relatively high (75%) and consistent with previous years (within margins of error).
- However, satisfaction levels were significantly lower among Kaikōura Flats (56%) and Hapuku (39%) respondents, compared to those from Kaikōura township (84%).
- Of those dissatisfied with Council services overall, less than half (46%) were satisfied with civil defence provision (compared to 93% of those satisfied with services overall).

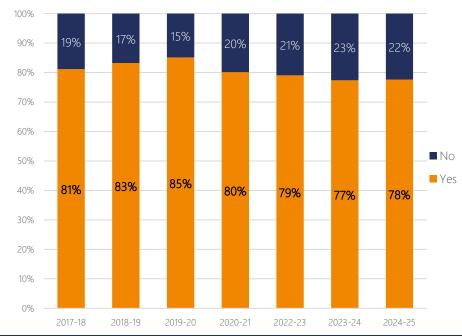


Due to rounding, figures may not add up to 100%. 'No opinion', 'Unsure' removed from the analysis and '% Agree' calculation. '% Unsure' (based on total sample) shown for context only. Due to the low user base for some areas, a greater variation of satisfaction by location should be noted.

## CIVIL DEFENCE – preparedness

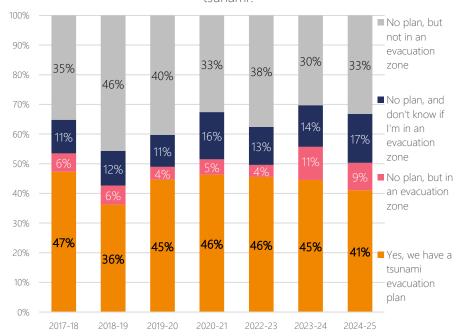
- 4-in-5 respondents (78%) IN 2024-25 reported having an emergency plan in place to take care of themselves for three days following a disaster consistent with previous years.
- Perceived emergency preparedness remained lower among younger respondents (63%), non-homeowners (69%, up from 46%) and Hapuku residents (64%); while higher among older respondents (91%), and those from more remote areas (95%).

My household has an emergency plan for how we would look after ourselves for three days following a disaster



- In terms of tsunami preparedness, 2-in-5 (41%) respondents reported having an evacuation plan, consistent with the historical average. South Bay/Peninsula residents (79%) reported higher levels of tsunami preparedness.
- Just 1-in-10 respondents (9%) reported living in the tsunami zone but not having a plan; 17% reported not being sure if they were in an evacuation zone.

Does your household have a plan to evacuate if there is a tsunami?



## **COUNCIL MEMBERS AND STAFF**

- Satisfaction with both Mayor, Councillors and staff (67%) and local representation (65%) remained moderately high in 2024-25, and generally consistent with 2023-24 and historical results.
- Despite most provided comments about Council members and staff being positive, a few concerns were raised (particularly about Councillors' visibility and lack of representation for all demographics, and CEO).
- Older respondents (65+) remained most satisfied with Council members and staff (80%) and local representation (77%); satisfaction increased among 18-44s for members (67%, 47% in 2023-24) and representation (58%, 47% in 2023-24).
- Satisfaction with Council members exhibited a strong relationship with consultation on important issues and Council's response to requests.



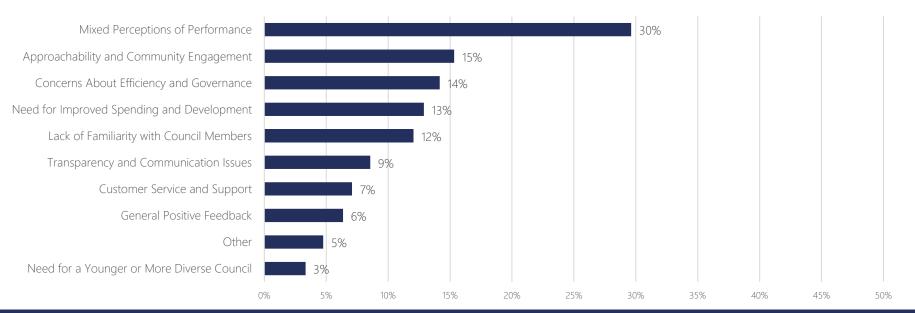
Due to rounding, figures may not add up to 100%. 'No opinion', 'Unsure' removed from the analysis and '% Agree' calculation. '% Unsure' (based on total sample) for context only.



## COUNCIL MEMBERS AND STAFF – feedback

- 1-in-5 survey respondents (18%) offered additional feedback regarding the performance of Council staff and elected members.
- While positive feedback was apparent (particularly around community engagement), this was frequently mixed with concerns, reservations or uncertainty around performance of members or staff (often driven by lack of familiarity).
- Consistent concerns about Council spending, efficiency and communication continued to be raised in 2024-25.





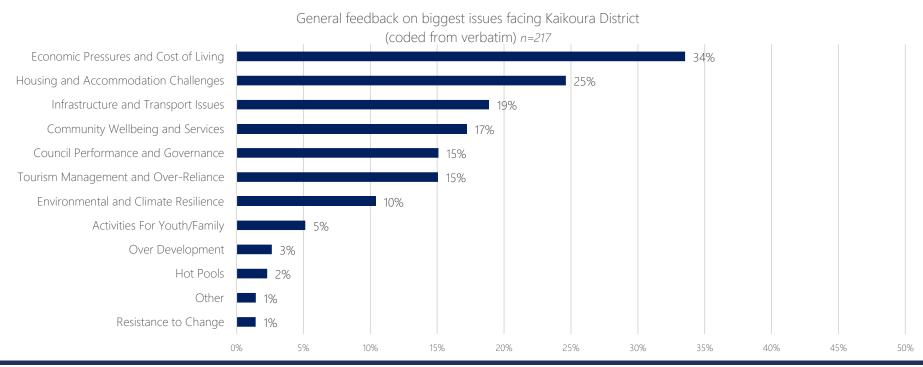
Open-ended comments sorted into categories; totals may exceed 100% due to multiple themes mentioned by each respondent. The results were weighted by age and gender.

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## SUGGESTED IMPROVEMENTS and CONCERNS

- 3-in-5 respondents (59%) offered feedback on the biggest issues facing the District; indicating the depth of their interest, a wide range of topics was raised. Reflecting concerns reported across the country (and mentioned widely in public media), the most prominent issues related to current economic conditions and resulting cost of living pressures.
- Relatedly, concerns about local housing provision remained a dominant theme, including affordability, prevalence of short-term (Airbnb) accommodation reducing longer-term housing stock, and more retirement housing for older community members.

- Reflecting concerns raised in other survey areas, infrastructure (e.g. roading, paths) and transport issues affecting residents' movement around the district were a prominent theme.
- Ensuring that employment, health, recreational and other service needs for a diverse and growing community are met were also a common consideration for many residents.



Open-ended comments sorted into categories; totals may exceed 100% due to multiple themes mentioned by each respondent. The results were weighted by age and gender.

Report to:	Council
Date:	26 March 2025
Subject:	FINANCE REPORT TO 28 FEBRUARY 2025
Prepared by:	C Kaa - Management Accountant
Input sought from:	V Kaur - Assistant Accountant
Authorised by:	P Kearney - Senior Manager Corporate Services S Poulsen - Finance Manager

#### 1. SUMMARY

The purpose of this report is to provide a summary of the Council's financial performance and financial position to the end of February 2025.

The Statement of Revenue and Expenses shows an operating surplus of \$6.6M, tracking \$2.17M better than budget for the year to date. The variance continues to be predominantly in grants & subsidies, these variances are likely to exist for the remainder of the financial year.

This report is for information only.

#### Attachments:

i. Finance Agenda Statements to 28 February 2025

#### 2. RECOMMENDATION

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

#### 3. FINANCIAL INSIGHTS FOR THE YEAR AHEAD

With four months left in the financial year there is a lot going on in the teams

- Footpaths Extra work to be completed in 2025 using some of the 2026 budgets Churchill St, Bayview St, Beach Rd
- Datascape behind on budget due to milestone payment establishment at time of contract vs estimate – this will be a matter of timing
- Wakatu Quay Works well underway with the roading section about to start

#### 4. STATEMENT OF COMPREHENSIVE REVENUE & EXPENSE ("PROFIT & LOSS")

#### 4.1 Operating revenue

- Rates Revenue \$143K above budget due to P3's applied.
- Water Meter Charges \$20K above budget due to extra usage charges not fully reflected in budgets
- User fees & charges are down \$188K, however \$75K reflects a pass through of revenue. The major variances sit in cost recoveries, resource consent fees and building inspection fees.
- Grants and Subsidies operating revenue over budget by \$324K due to higher than budgeted funds for MTFJ, Local Water Done Well of which some funds received were unbudgeted. Capital grants and subsidies is above budget \$945K due to Wakatu Quay \$1M received but not budgeted and Waiau Toa Bridge work not being completed as anticipated.
- Development Contributions are above budget \$53K due to a number of subdivision developments underway.
- Interest Revenue \$92K above budget due to having more cash than expected in interest earning accounts.

#### 4.2 Direct operating expenses

All these variances were discussed last month and still remain relevant in February.

- Personnel expenses are under budget \$208K due to budget splits and timing of pays this should correct in April. We also have some staff vacancies within the organisation.
- Contractor expenses are down, which has a direct correlation to the appointment of our Building Control Manager and upskilling of our building team, returning KDC to delivering building services inhouse.
- Professional services are overspent primarily due to public liability insurance premiums, and legal fees for a complex matter.
- IT & Telecommunications is under budget due to the timing of the Datascape implementation \$97K below budget
- MRF has a variance of \$25K due to the timing of the logging, we forecast this will exceed budget as logging is now expected to continue throughout the financial year.
- Utilities is showing \$23K under budget due to actual costs for electricity and petrol being below budget largely due to better spot prices than anticipated.
- Project expenses are driven by Wakatu Quay with a \$180k variance these relate to project management costs and will be capitalised with all project costs covered by grant funding. Other project costs were unbudgeted and are offset against grants/revenue received.
- Repairs and Maintenance Facilities are underspent largely due to parks & reserves maintenance being completed inhouse, however it is expected that this variance will reduce by year end.
- Unsubsidised work on the Jordan Stream crossing takes Repairs & Maintenance for Roading over budget as the costs reflect the monthly rental costs for the temporary bailey bridge – the budget is in the capital expenses rather than operating.
- Water repairs and maintenance are under budget for both planned and unplanned work.
- Other expenses is under budget due to the timing of the district plan change costs the district plan review procurement will close on Friday 21<sup>st</sup> March and it is positive the strong interest that has been shown in this piece of work already.

#### 4.3 Indirect operating expenses

- Depreciation will continue to be much lower than budgeted because the budget forecast has been calculated on estimated completion times which haven't been achieved (such as the Clarence River bridge, Wakatu Quay, and other projects). The Council does not set its rates to cover the cost of depreciation, and so the variance has no cash impact.
- Overheads and internal charges are budgeted as negative expense because some staff time is now being allocated to capital projects, which transfers the cost from operating to capital. This is a new process for this year, triggered by an NZTA expectation that roading staff account for their time on the roading programme, and seems to be working well.

#### 5. STATEMENT OF FINANCIAL POSITION ("BALANCE SHEET")

#### 5.1 Current assets

- Cash on hand is \$6.0M we can expect cash balances to decrease over the coming 12-18 months
  as the Wakatu Quay project continues and also the \$2M of prefunding is used to pay debt
  maturities in April.
- Trade & other receivables balance is \$3.9M which is normal with the rates instalment payments due on 20<sup>th</sup> March.

#### 5.2 Non-current assets

- Property, Plant and Equipment is \$13M from the year end budget due to a couple of large projects not being competed at the rate anticipated, this also applies to the Investment Property as well.
- Financial Assets of \$0.3M include carbon credits and LGFA borrower notes attached to LGFA Borrowing.

#### 5.3 Current liabilities

- Trade and other Payables is tracking in line with budget and prior year.
- The current portion of the landfill provision provides for final capping work in the 2025 year.

#### 5.4 Non-current liabilities

- The \$9.3M in loans reflects \$7.3M in non-current debt and \$2M which is current debt due to mature in April 2025.
- The non-current provisions refer to landfill aftercare which is forecast to be a liability for the next 80 years.
- Other term liabilities are Environment Canterbury's share of the Marlborough Regional Forestry joint venture, which we hold on their behalf.

#### 6. STATEMENT OF CASHFLOWS

Cash balances remain large due to the pre-funding loan drawdown. There is likely a large portion of payments and funding relating to Wakatu Quay that will need to be re-allocated from Operating activities to Investment activities following the Annual report.

#### 7. CAPITAL PROJECTS

The Capital Projects workpaper is attached for your reference - The table below identifies the top 10 projects by budget value, for year one of the Long-Term Plan 2024-2034, and the actual spend for the year so far against the full year budget.

Project	Budget	YTD	FY Budget Spent
IAF	6,438,988	361,747	6%
Wakatu Quay	3,890,816	1,313,421	34%
Glen Alton (Clarence River) Bridge	2,000,000	402,172	20%
Sealed road resurfacing	561,542	515,137	92%
Landfill closure & transfer station reconfiguration	400,000	156,501	39%
Link Pathway	400,000	443,038	111%
West End, Churchill St Toilets	550,000	616,943	112%
Roading sublayer rehabilitation	330,000	278,317	84%
Jordan Stream bridge	300,000	27,132	9%
Footpaths	250,000	10,180	4%
Other capital projects	1,877,463	1,268,910	71%
Total	16,898,809	5,474,479	32%
Big 3	12,329,804	2,099,340	17%
BAU	4,569,005	3,397,138	74%

The amounts in this table are reflective of budget and actual spend during the 2024/2025 financial year, and don't include previous year(s).

#### 8. WORKING CAPITAL

Working capital takes current assets less current liabilities, to show whether there is adequate cover for payments when they fall due (working capital should always be more than zero). Current assets are \$10.5M and current liabilities \$5.4M for a working capital of \$5.12M which is broadly in line with last year.

#### 9. FINANCIAL IMPLICATIONS AND RISKS

Monthly monitoring and reporting on the Council financials are required as there is a risk that the Council's financial position could deteriorate with an increase in debt levels; lowered credit rating; or that revenue flows are lower than budgeted, and expenditure is higher than projected.

#### 10. SIGNIFICANCE OF DECISION

This report is for information only; however, it may form the basis upon which other decisions are made (those which have a financial impact).

#### 11. RELEVANT LEGISLATION

The Local Government Act 2002 states that a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region.

#### 12. GLOSSARY OF TERMS USED IN THE FINANCIAL STATEMENTS

Statement of Comprehensiv	e Revenue & Expense
Revenue	
Rates revenue	General and targeted rates, plus penalties, less remissions.
Water meter charges	Invoiced twice a year calculated on water meters attached connected to properties, showing water consumption per m <sup>3</sup>
User fees & charges	Fees for goods and services we provide (consent fees, lease revenue, slipway fees, etc)
Grants & subsidies	Grants received for operating costs such as MSD funding for a family violence coordinator, NZTA subsidies for road maintenance and cleaning public toilets, Mayors Taskforce for Jobs, etc.
Development contributions	A fee charged to developers on subdivisions and commercial buildings so they contribute to capital upgrades that are required to service their development and associated infrastructure.
Interest revenue	Interest earned on term deposits and on-call savings accounts
Gains	Increases in the value of investment property, or the surplus over and above the book value of an asset if sold
Other revenue	Infringement fees, petrol tax, waste minimisation levy, insurance claims, logging sales, and MRF revenue
Grants & subsidies – capital	Grants for capital expenditure, such as funding for the Wakatu Quay development, NZTA subsidies for road renewals, etc

Direct Operating Expenses	
Personnel	Salaries, wages, honoraria, staff leave, and Kiwisaver contributions
Personnel-related expenses	Training & conference expenses including travel & accommodation, Fringe Benefit Tax, workplace support, medical insurance, safety gear.
Admin & office expenses	Subscriptions, stationery, bank fees, advertising, postage, rates, etc
Contractors	External resources – building consent processing, cemetery plot preparation, mowing, freedom camping ambassadors, etc
Professional services	Legal advice, consultancy, valuation fees, audit fees, insurance premiums, treasury advice, design fees, accreditation expenses.
Grants & donations	Payments to organisations such as the Museum, KITI, Te Ha, etc.
IT & telecommunications	Software licences and support, phones and cell-phones, internet, website, computer consumables, printer/copier lease, etc
MRF	Marlborough Regional Forestry joint venture (our 11.5% share of expenses)
Utilities	Electricity, cleaning expenses, fuel and vehicle expenses
Project expenses	Project management, waste minimisation projects, environmental projects, back-scanning project, and other specific project expenses
Repairs & maintenance	Building maintenance, playground repairs, elevator servicing, wharf maintenance, vandalism repairs, tools & equipment. Road drainage and seal maintenance, pothole repairs, etc. Kerbside recycling and rubbish collection service, transfer station operating expenses, rubbish pickups, town rubbish bin services. Water services scheduled maintenance and unplanned repairs.
Statement of Financial Positi	on
Cash & cash equivalents	Bank accounts and term deposits: note - includes long-term deposits
Trade & other receivables	Debtors. Includes rates, leases, and other invoices, and is the amount that ratepayers and customers still must pay to the Council.
Prepayments & inventory	Bills we have paid in advance (such as insurance and subscriptions), plus stock on hand.
Current financial assets	The loan from the Council to Innovative Waste – the amount that will be paid back within 12 months.
Other current assets	Assets held for sale (e.g. the Esplanade land – former Council office)
Intangible assets	Software systems that we own (rather than hold a licence to use)
Forestry assets	Standing trees, valued annually at the likely return if logged and sold
Investment property	Wakatu Quay – valued annually. The Council has classified this as an investment property because it expects the land to generate a return
Property, plant & equipment	All other assets – land, buildings, roads & bridges, wharves, water and wastewater infrastructure, vehicles, office equipment, library books.
Trade & other payables	Creditors. The balance of bills we haven't paid yet, and other amounts we must pay within 12 months (GST, refundable bonds, ECan's share of rates revenue, etc).

Employee liabilities	Annual leave owing to employees
Landfill provision – current	An estimate of the cost that will be incurred within the next 12 months to secure and cap the site.
Current portion of term debt	Loans (or portion of loans) that must be repaid within 12 months
Provisions	An estimate of the cost that will be incurred to secure and cap the site beyond the next 12 months, and to keep maintaining the site ongoing.
Borrowings – non-current	The balance of loans that don't need to be repaid within 12 months
Other term debt	Our share of Marlborough Regional Forestry debts, and any other long-term liabilities
Public equity	A type of equity that records accumulated surpluses and deficits, and other movements in equity not recorded below.
Asset revaluation reserve	A type of equity that records movements in property, plant and equipment values.
Special funds & reserves	A type of equity that records funds set aside for specific purposes (such as grants, targeted rates, development contribution funds, etc)

#### 13. COMMUNITY OUTCOMES SUPPORTED

The work is in support of all community outcomes.



#### 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

## **KEY INDICATORS**

AS AT 28 FEBRUARY 2025

OPERATING RESULT	OPERATING COSTS
operating surplus/(deficit)	costs to deliver existing levels of service
\$6.62m	\$12.58m
\$2,166k favourable v/s year to date budget of \$4,456k	\$398k favourable v/s year to date budget of \$12.98m
TOTAL EXTERNAL BORROWING	INTEREST ON DEBT
total borrowings from bank	cost to service debt
\$9.30m	\$257k
\$2,000k unfavourable v/s full year budget of \$7.3m	\$09k favourable v/s year to date budget of \$265k
CAPITAL EXPENDITURE	DEVELOPMENT CONTRIBUTIONS
cost of new &/or replacement of assets	received for district growth
\$579.48m	\$109.4k
	· · · · · · · · · · · · · · · · · · ·
573591.0K unfavourable v/s year to date budget of \$5889.4	\$53.1k favourable v/s year to date budget of \$56k
LONG TERM	PLAN MEASURES
DEBT AFFORDABILITY BENCHMARK	EBID
financing expenses as a % of rates	earnings before interest and depreciation
3.2%	\$10.64m
6.8% favourable v/s council approved limit of 10.0%	\$1,809K favourable v/s year to date budget of \$8.83m
BALANCED BUDGET BENCHMARK	BORROWINGS TO EQUITY
revenue equal or greater than expenses	Term loans as a % of equity
153%	3.03%
53% favourable v/s council benchmark of 100%	0.76% unfavourable v/s full year budget of 2.27%

## **STATEMENT OF COMPREHENSIVE REVENUE & EXPENSE**

FOR THE PERIOD ENDED 28 FEBRUARY 2025

		BUDGET YTD	ACTUAL	YTD VARIANCE
	BUDGET	YTD	YTD	
	2025	28/02/2025	28/02/2025	28/02/2025
	\$	\$	\$	\$
REVENUE				
Rates revenue	10,537,555	7,903,163	8,046,350	143,187
Water meter charges	229,600	114,800-	135,477	20,677
User fees & charges	1,922,856	1,318,221	1,130,166	(188,055)
Grants & subsidies	991,880	717,250	1,041,364	324,114
Development contributions	61,559	56,300	109,422	53,122
Interest revenue	57,489	38,328	130,611	92,283
Gain	88,200	-	-	
Other revenue[1]	685,001	454,831	833,178	378,347
Total Operating Revenue	14,574,140	10,602,893	11,426,568	823,675
Grants & Subsidies - Capital	14,046,867	6,829,716	7,774,952	945,236
Total Revenue	28,621,007	17,432,609	19,201,520	1,768,911
DIRECT OPERATING EXPENSES				
Personnel	4,126,431	2,738,696	2,530,918	(207,778)
Personnel Related Expenses	342,958	241,405	227,351	(14,054)
Admin & Office Expenses	452,374	298,553	267,591	(30,962)
Contractors	621,402	411,198	327,477	(83,721)
Professional Services	1,517,867	1,221,516	1,342,062	120,546
Grants/Donations	736,084	646,545	726,388	79,843
IT & Telecommunications	811,735	379,218	282,242	(96,976)
MRF	119,676	119,676	95,105	(24,571)
Utilities	716,573	479,186	456,643	(22,543)
Project Expenses	259,832	179,037	384,034	204,997
Repairs & Maintenance - Facilities	482,574	344,783	250,547	(94,236)
Repairs & Maintenance - Roading	1,368,522	841,503	886,661	45,158
Repairs & Maintenance - Waste	352,000	233,512	248,093	14,581
Repairs & Maintenance - Water	787,800	526,962	492,615	(34,347)
Other Expenses	574,096	201,478	137,023	(64,455)
Total Direct Operating Expenses	13,269,924	8,863,268	8,654,750	(208,518)
INDIRECT OPERATING EXPENSES				
Depreciation	6,238,922	4,112,977	3,764,339	(348,638)
Financing expenses	392,361	265,486	256,864	(8,622)
Overheads and Internal Charges	( 196,378)	(264,939)	(96,673)	168,266
Total Indirect Operating Expenses	6,434,905	4,113,524	3,924,531	(188,993)
Total Operating Expenses	19,704,829	12,976,792	12,579,281	(397,511)
Operating surplus/(deficit)	(5,130,689)	(2,373,899)	(1,152,713)	1,221,186
TOTAL COMPREHENSIVE DEVENUE & EVDENCE	2 016 179	<i>A 1</i> 55 917	6 622 220	2 166 422
TOTAL COMPREHENSIVE REVENUE & EXPENSE	8,916,178	4,455,817	6,622,239	2,166,422

## STATEMENT OF FINANCIAL POSITION

AS AT 28 FEBRUARY 2025

	BUDGET to year end \$000s	ACTUAL 28/02/2025 \$000s	ACTUAL 28/02/2024 \$000s
ASSETS			
Current assets			
Cash & cash equivalents	1,682,415	6,026,763	3,749,676
Trade & other receivables	1,956,405	3,891,331	3,064,501
Prepayments & inventory	254,081	274,806	212,018
Current financial Assets	20,000	20,000	20,000
Other Current Assets	330,000	330,000	330,000
Total current assets	4,242,902	10,542,899	7,376,196
Non-current assets			
Intangible assets	-	12,699	44,366
Forestry assets	2,520,931	2,728,235	2,400,887
Investment property	7,477,534	3,774,455	2,940,000
Financial Assets	206,500	329,029	211,500
Property, plant & equipment	316,712,143	303,423,435	290,685,006
Total non-current assets	326,917,108	310,267,852	296,281,759
TOTAL ASSETS	331,160,010	320,810,752	303,657,954
LIABILITIES			
<u>Current liabilities</u>			
Trade & other payables	1,611,807	2,855,599	2,095,229
Employee liabilities	257,367	176,299	193,265
Landfill Provision - current	0	388,680	579,887
Current Portion of term debt	1,000,000	2,000,000	0
Total current liabilities	2,869,174	5,420,578	2,868,382
Non-current liabilities			
Provisions	224,575	382,133	224,575
Borrowings – non-current	6,300,000	7,300,000	7,300,000
Other term debt	482,928	545,169	482,928
Total non-current liabilities	7,007,503	8,227,302	8,007,503
EQUITY			
Public equity	143,790,195	121,574,963	120,165,123
Asset revaluation reserve	175,115,415	176,793,446	166,524,581
Special funds & reserves	2,377,723	8,794,463	6,092,364
Total equity	321,283,333	307,162,872	292,782,069
TOTAL LIABILITIES & EQUITY	331,160,010	320,810,752	303,657,954

## **STATEMENT OF CASH FLOWS**

FOR THE PERIOD ENDED 28 FEBRUARY 2025

	BUDGET to year end \$	ACTUAL 28/02/2025 \$	ACTUAL 28/02/2024 \$
OPERATING ACTIVITIES			
Receipts from rates	10,767,157	8,046,350	7,094,153
Interest received	57,489	130,611	55,283
Receipts from other revenue	16,871,284	144,146	4,040,087
Payments to employees & suppliers	(13,937,592)	(9,060,804)	(10,337,530)
Interest paid	(392,362)	(256,864)	(165,537)
Goods & services tax (net)	-	207,226	(583,809)
Net Cash from Operating Activities	13,365,976	(789,335)	102,648
INVESTING ACTIVITIES			
Grants received for capital work	-	7,774,952	3,417,628
Purchase of investment property	(3,890,816)	-	-
Purchase of property, plant & equipment	(13,007,991)	(5,480,403)	(5,149,662)
Purchase of forestry assets	-	-	-
Purchase of intangible assets	-	0	0
Purchase/Sale of non-financial assets	-	(122,529)	(35,000)
Purchase of current-financial asset	-	-	-
Sale of property, Plant & equipment	-	-	-
Payment into term deposits	-	-	-
Net Cash from Investing Activities	(16,898,807)	2,172,020	(1,767,034)
FINANCING ACTIVITIES			
Movement in borrowings	-	2,000,000	2,000,000
Net Cash from Finance Activities	-	2,000,000	2,000,000
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS	(3,532,831)	3,382,685	335,613
OPENING CASH	5,215,246	2,644,078	3,414,063
CLOSING CASH BALANCE	1,682,415	6,026,763	3,749,676

## KDC - CAPITAL PROJECTS 2025 Summary February 2025

			ı	<u> </u>		-										- 1			ı	
				Total Project Budget	Life to Date Costs	Carried Forward	Budget 2025	Actual Cost for Month	Previous Costs	Actual YTD Costs	Actual/Budget	Cost to Complete	Previous Forecast Cost	Revised Forecast Cost	Remaining Budget	March	April	May	June	TOTAL
Mgr	Job No	Multi Yr	Description				a			b		(d-b)	а	d	(a-b)	2025	2025	2025	2025	
MR	100003	N	Harbour - Sundry Renewals	19,228	20,841	14,228	5,000	13,791	7,050	20,841	417%	0	19,228	20,841	(15,841)		0			0
SP	J00004	N	Office Furniture & Equipment	15,000	6,108		15,000	34	6,108	6,108	41%	8,892 329,820	15,000 250,000	15,000 340,000	8,892 239,820		150,000	8,892 179,820		8,892 329,820
SP	J00005 J00006	N N	Footpaths Computers & Software	750,000 46,000	10,180 4,810		250,000 46,000	34	10,146 4,810	10,180 4,810	4% 10%	329,820 41,190	46,000	46,000	41,190	8,238	8,238	8,238	16,476	41,190
SH	J00010	N	Book Purchases	32,000	22,221		32,000	1,448	20,773	22,221	69%	9,779	32,000	32,000	9,779	2,807	2,807	2,807	1,358	9,779
ВА	J00021	N	Oaro - SCADA and sampling improvements	3,000	1,751		3,000	0	1,751	1,751	58%	1,249	3,000	3,000	1,249		1,249			1,249
BA	J00040	N	Oaro - Misc Scheduled Renewals Facilities	6,922	-		6,922	0	0	0	0%	6,922	6,922	6,922	6,922		5,922	1,000		6,922
BA	J00022	N	Stormwater Renewals		-		5,000	0	0	0	0%	5,000	5,000	5,000	5,000			5,000		5,000
	J00027 J00028		Urban Water - Reticulation		20,245		0	0	20,245	20,245		0	20,245	20,245						0
BA	001	N	Urban Water - Control and Sata System Upgrades	20,000	5,752		20,000	0	5,752	5,752	29%	14,248	20,000	20,000	14,248		14,248			14,248
ВА	J00028 004	N	Urban Water - Electircal Improvements		-			0	0	0										0
ВА	J00028 005	N	Water Points & Structure Renewals	140,976	10,886		140,976	0	10,886	10,886	8%	130,090	140,976	140,976	130,090	49,800	36,000	21,000	23,290	130,090
	J05000	N	AC Water Pipe Replacement			120,000		0	98,308	98,308		21,692	120,000	120,000		21,692				21,692
24	J00029		Ocean Ridge Water - Steel Plant Pipe Renewals		4.400	05.000		0	2 200	4 400		0	2.000	4 400	(4.400)					0
BA	J00030	N	Ocean Ridge Facilities	-	4,493	25,000		1,207	3,286	4,493		U	3,286	4,493	(4,493)					- "
BA	J00031	N	East Coast Reticulation		11,009			0	11,009	11,009		0	11,009	11,009						0
ВА	J00032	N	East Coast Village - Scheduled Renewals	5,000	13,763		5,000	1,315	12,448	13,763	275%	(0)	12,448	13,763	(8,763)					0
BA	J00033 J00034	N	Kincaid Treatment Upgrade	100,000	-		100,000	0	0	0	0%	0	0	0	100,000					0
BA	001 J00034	N	Kincaid - Misc Scheduled Renewals	13,119	1,357		13,119	0	1,357	1,357	10%	11,762	13,119	13,119	11,762				11,762	11,762
BA	002	N	Kincaid Misc Toby & Meter Renewals	8,675	-		8,675	0	0	0	0%	8,675	8,675	8,675	8,675				8,675	8,675
ВА	J00034 003		Kincaid Water Turbity Control, Stabilise Intake	-			0	0	5,702	5,702										0
ВА	J00035		Fernleigh Water - Reticulation	-	-		0	0	0	0		0	0	0	0					0
BA	J00036	N	Fernleigh Water - Structure Renewals	12,500	5,323		12,500	0	5,323	5,323	43%	7,177	12,500	12,500	7,177	7,177				7,177
BA	J00038	N	Peketa - Scheduled Renewals	2,998	377		2,998	0	377	377	13%	2,621	2,998	2,998	2,621			2,621		2,621
	J00041 J00042	N	Sewerage - Reticulation	-	1,751		0	U	1,751	1,751	l	U	1,751	1,751	(1,751)					- "
ВА	001 J00042	N	Sewer pump renewals	100,000	79,101		100,000	0	79,101	79,101	79%	20,900	100,000	100,000	20,900	18,849	2,050			20,899
BA	002	N	Hawthorne Rd Pump Station	120,000	3,266		120,000	0	3,266	3,266	3%	116,734	120,000	120,000	116,734		116,734			116,734
ВА	J00042 003	N	Treatment Plant - Replace paddle wheel aerator	120,000	114,806		120,000	0	114,806	114,806	96%	(0)	114,806	114,806	5,194					0
ВА	J00042 004	N	Odour Control Renewals	5,000	161		5,000	0	161	161	3%	4,839	5,000	5,000	4,839		4,839			4,839
ВА	J00042 005	N	Sewer - Scheduled Structure Renewals	34,425	-		34,425	0	0	0	0%	34,425	34,425	34,425	34,425		9,425	25,000		34,425
BA	J00043	N	Stormwater - Pipe Upgrades		-		5,000	0	0	0	0%	5,000	5,000	5,000	5,000			5,000		5,000
BA	J00053	N	Treatment Plant - Abatement Notice		78,510		100,000	0	78,510	78,510	79%	21,490	100,000	100,000	21,490	11,490	10,000			21,490
BA	J00082 J00088	N	Toby Box & Meter Renewals  Landfill Site - Capping/Closure	25,000 1,357,828	17,645 509,999		25,000 400,000	17,645 15,866	78,175	17,645 94,041	71% 24%	7,355 305,959	25,000 400,000	25,000 400,000	7,355 305,959	40,000	7,355 50,000	24,134	191,825	7,355 305,959
WD	J00089	Y	Wakatu Quay PGF Development	10,950,000	5,679,663		3,890,816	417,997	895,424	1,313,421	34%	2,577,395	3,890,816	3,890,816	2,577,395	346,260	654,777	635,840	940,518	
MR	J00093	Υ	Transfer Station Construction		875,257		0	4,898	57,562	62,461	0%	0	62,562	62,461	(62,461)					0
MR	J00104	Υ	Top End Toilets - Mill Rd	135,000	135,850		0	0	104,845	104,845	0%	0	104,845	104,845	(104,845)					0
OJ	J00141	Υ	Blue Duck/Puhi Puhi Valley	800,000	649,429		0	0	1,831	1,831	0%	(0)	1,831	1,831	(1,831)					0
MR	J00150	N	Pine Tree Replacement	25,000	25,077		25,000	0	25,077	25,077	100%	0 000	25,077	25,077	(77)		00.000			0
MK	J00175 J00211	N N	Old Wharf Sheds - Refurbishment Unsealed Pavement Renewals 211	20,000 551,258	115,309		20,000 186,648	0	115,309	115,309	0% 62%	20,000	20,000 115,309	20,000 115,309	20,000 71,339		20,000		<del> </del>	20,000
01	J00211 J00212	N	Sealed Pavement Renewals 211	1,731,095	515,137		561,542	515,137	115,309	515,137	92%	24,379	563,351	539,516	71,339 46,405	24,379				24,379
OJ	J00212 J00213	N	Kerb & Channel Renewals 213	465,000	91,074		155,000	010,137	91,074	91,074	59%	78,288	169,362	169,362	63,926	2-,073	78,288			78,288
OJ	J00213	N	Pavement Rehabilitation 214	990,000	278,317		330,000	10,413	267,904	278,317	84%	16,683	295,000	295,000	51,683		. 5,200	16,683		16,683
OJ	J00222	N	Traffic Service Renewals 222	210,600	58,737		70,200	16,765	41,972	58,737	84%	11,463	70,200	70,200	11,463			11,463		11,463
OJ	J00341	N	Minor Improvements 341	450,000	1,259		150,000	0	1,259	1,259	1%	0	1,259	1,259	148,741					0
OJ	J00355	N	Jordan Stream Bridge	300,000	43,842		300,000	5,644	21,488	27,132	9%	15,676	42,808	42,808	272,868			12,676	3,000	15,676
MR	J00443 J00446	N	Airport Link Pathway	31,003 2,119,739	1,791,231	31,003 371,546	400,000	76,275	0 366,762	443,038	111%	31,003 328,508	31,003 771,546	31,003 771,546	(43.038)	20,000	31,003 140,103	168,405		31,003 328,508
OJ	J00446 J00447	Y	IAF Project - Transport	12,371,740	2,358,049	3/1,546	400,000 6,438,988	/6,2/5 8,243	327,434	335,677	111%	6,518,333	6,854,010	6,854,010	6,103,311	50,000	1,208,859	1,394,549	3,864,925	6,518,333
Ol	J00448	Υ	IAF - Kowhai Stopbank	564,200	127,721		0	4,421	21,649	26,070	0%	0	21,649	26,070	(26,070)	,	, ,,,,,,,	,, . 10	.,,	0
OJ	J00449		IAF - 3W Investigation	770,000	86,291			0				683,709	683,709	683,709					683,709	683,709
OJ	J04351	Υ	Waiau Toa/Clarence Valley Bridge	13,650,000	2,713,257		2,000,000	19,011	383,161	402,172	20%	1,597,828	2,000,000	2,000,000	1,597,828	50,000	50,000	50,000	1,447,828	1,597,828
MR	J04415	N	Civic Centre	14,500	270.000	14,500	100.000	10.010	0 351,145	270.000	2240/	14,500	14,500 351,145	14,500 370,960	(202,960)	4,500	10,000			14,500
MR	J04417 J04421	n N	Community Courts CF Amphitheatre & Bridge	380,000 75,000	370,960	40,000	168,000 35,000	19,816	351,145 N	370,960 0	221% 0%	75,000	75,000	75,000	35,000	10,000	30,000	18,000	17,000	75,000
MR	J04423	N	Public Toilet Upgrade - West End, Churchill St	900,000	814,208	.5,000	550,000	0	616,943	616,943	112%	20,000	636,943	636,943	(66,943)	20,000	,000	_3,000		20,000
	J00500	Υ	Other Better Off Projects		37,572			4,379	33,193	37,572		10,620	48,192	48,192		10,620				10,620
MR	J04431	N	CF Pensioner Flats	20,000	6,044		20,000	4,616	1,428	6,044	30%	13,956	20,000	20,000	13,956		13,956			13,956
MR	J04433	N	I-Site Carpark Reseal Road Safety	12,000 30,000	9,000		12,000 10,000	0	9,000	9,000	0% 90%	12,000	12,000 9,000	12,000 9,000	12,000 1,000		12000			12,000
UJ			TOTAL BAU Programme	50,503,806	9,000 17,727,635	616,277	16,898,809	1,158,921	9,000 <b>4,315,558</b>	5,474,479	24	13,165,163	18,539,505	18,633,940	11,597,165	695,812	2,667,853	2,591,128	7,210,366	13,165,159
						•														

Report to:	Council	File #			
Date:	26 March 2025				
Subject:	Community Services Team Update				
Prepared by:	S Haberstock – Community Services Manager				
Input sought from:	Community Services Team and partners				
Authorised by:	P Kearney – Senior Manager Corpora	ate 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 showcasing the strong partnerships we have with the Kaikōura community. The report this month includes the following activity updates for February and March:

#### 1. Community Development

- a) Community Development and Community Groups
  - i. Te Ha o Matauranga
  - ii. Te Whare Putea
  - iii. Other community groups
- b) Community Events
- c) Community Grants
- 2. Customer Service Requests at Front of House
- 3. Emergency Management
- 4. Library Dashboard

#### 2. RECOMMENDATION

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

#### 3. ACTIVITY UPDATES

#### 1. Community Development

- a) Community Development and Community Groups
  - i. Te Ha o Matauranga

#### Youth development activities held and upcoming

- Te Ha ran a successful Fun in the Sun Beach programme over the holiday period with support from KDC, Middlehurst, Poppies and a few other places.
- Mark and Mani are running lunchtime games on a Thursday at the High School and an afterschool chill space on Tuesdays.
- The fishing group continues strongly and has attracted some nationwide attention in the form of support from NZ Anglers associations and youth workers requesting they use the Seven Sharp clip for training purposes.
- Te Ha is planning a Friday night once a month starting next week for 16 pluses.
- They are currently looking into a boys cooking group, a father/son connection camp and possibilities in the environment space.
- They worked with the Kaikōura Volleyball Club leaders to organise a day for young people one Sunday. Ushche, Josh and Alex led the event with financial support and kai from us. They had a great turnout of over 20 youth, a mixture of new youth and older youth members, including several who hadn't attended Te Hā events prior.

#### Te Kura/Alt Ed

We have joined the Tohu project run by Lloyd Martin who is a grandfather of Alt Ed in NZ and is running a programme to support young people to achieve better within Alternative Education. Sarah is attending the Alt Ed conference in Christchurch on 10/11 April.

#### **Driving**

- The new instructor Joey is loving her new role. She is working around 30 hours per week, and this generally includes a trip to Blenheim. Te Ha is charging clients consistently for driving now and is finding that their reduced cost for youth (\$55 a lesson) is accepted in the community as a good deal, and they seem to have more people turning up regularly rather than cancelling or failing to turn up.
- They are running weekly road code challenge questions on Facebook with a mixture of engagement. They have had a couple of meetings with NZTA and have been advised that when the Govt opens up new test routes for practical tests, that Kaikōura is likely to have one allocated. Kaikōura has been assessed, and meets the criteria to hold restricted/full tests here. Te Ha has also indicated their interest in holding a Community Driver Testing Officer, a trained role with a contract to test practical tests for vulnerable clients.
- Te Ha talked through their road safety initiatives with NZTA and they were happy with where Te Ha is at.

•	Their stats are looking pretty good so far, this financial ye	ar:

23	Passed Learners
17	Passed Restricted
12	Passed Full
Still to count	Mentoring Sessions
Still to count	Driving Lessons
13	Defensive Driving Course
3	Passed Class 2 Learner
1	Passed class 2 Full
5	Renewal/Reinstatement
1	Instructor Endorsement

#### **Adult Education**

- We have had amazing news from Sharon at REAP Marlborough that their application to Lotteries
  was successful and they have allocated a significant amount to Te Hā to support Adult and
  Community Education via our strategic partnership. Te Ha is excited to be continuing this mahi
  together.
- Renee has Defensive Driving starting next week and First Aid in April. She ran a First Aid course in February. She has lots of ideas to explore for the coming year.
- Te Ha run a fortnightly support session to connect BCITO apprentices with an advisor in Blenheim and to support them to use technology and upload their evidence.

#### **Youth Service**

Te Ha received notification from MYD that their NEET contract will be extended until June 2026 and their Youth Payment contract will be extended until June 2027. Mani currently has 9 clients. She is working incredibly hard with these young people, and te Ha is seeing strong relationships forming and positive outcomes for them.

#### **Youth Council**

Petra and Mark have made a strong start to KYC for the year with a camp in Christchurch with 9 of the 12 members attending. They had amazing training with Tayla Taylor and Josiah Tualamali'i (both very experienced youth workers, and Josiah a current Children's Commissioner), took part in team building activities and positive youth development activities and basically came back as a very strongly connected team with heaps of plans for the coming year, including a theme and potential dates for Youth Awards!

#### MTFJ

- Aysia McMillan resigned from the MTFJ role and finished in early February 2025. Te Ha has
  employed Nicole Witterick who has been tasked to be the interface with employers and the
  business community while Vicki Gulleford takes the lead with youth working with MTFJ, very
  much supported by the wider Te Hā staff and the relationships they have with youth.
- Te Ha is sitting at 17 sustainable outcomes with another 8 very likely to turn sustainable. This month has seen some great success stories with a local building apprenticeship obtained, a plumbing apprenticeship transfer to Christchurch after a job loss here, a carpentry apprenticeship transfer to Wanaka after a business closure here and more in the pipeline.
- Clients who are currently working with Te Ha under the Youth Services contract are not eligible
  to be counted as an MTFJ placement as their main form of support is already funded by MSD. Te
  Ha has had a couple of great success stories for YS clients coming up but can't count them as wins
  for MTFJ. They are wins for YS though, and the outcome for the young people is the main thing.
- Te Ha has drafted the proposal with KDC to apply for the funding for 2025-2026. KDC were invited to apply for \$130,000 for 18 placements, a significant drop from the \$260,000 that the current contract is for. This will mean a big re-jig of the programme for the next financial year.

#### **Community Garden**

The garden is going well. Sarah has taken back the responsibility for organising, although Chloe still involved. We are now running two regular working bees Wednesday evening and Friday mornings at 10. There is still produce being shared out onto the stall.

#### **Scout Hall**

Regular bookings have dropped off which has been good with the kitchen renovation taking place. The bulk of the new kitchen cabinets have been installed along with the beautiful new oven. We are waiting for the splashback, rangehood installation and dishwasher. We will need to review our nominal \$5 charge for the hall and are thinking along the lines of \$15 per hour to help cover our weekly costs of cleaning and monthly toilet sanitary unit servicing.

#### **Administration**

- Te Ha currently has a staff of 10.
- Their Social Service Accreditation Level 3 was renewed successfully.
- Their financial audit for the year ending 30/6/24 was completed with no issues.

#### ii. Te Whare Putea

#### **Heartlands Services (HS)**

- Kapri, in collaboration with Arlene, has been busy with planning an event, Empowering Seniors Expo, on 27<sup>th</sup> March with 50 stallholders confirmed to attend. Those attending include services and groups from Kaikōura and Canterbury.
- HS had queries about their free monthly BBQ and they are now changing direction with a new initiative; likely quarterly morning tea with a focus. Funding is needed for this to continue.
- Room bookings regular room bookings are continuing this year, with more enquiries and bookings coming in.
  - Heartland Space (versatile, bright and open)
  - Meeting room (back room)
  - Desk in TWP office works well and community groups are happy with the facilities. Looking forward to more events being held here.

#### **Foodbank**

• There is a continuing demand for food parcels:

	Adults	s Childrei	1		
JAN	33	25	FEB	35	25
2025			2025		

- Lunch products were provided to all schools in February.
- Further funding approved from Op Shop to continue with School lunches for another year. This will include pre-schools.
  - iii. Other community group updates

#### **Pensioner Housing**

We have welcomed a new tenant into one of the single flats this month and await the arrival of another couple moving into the vacant two-bedroom unit in a couple of weeks' time. The single unit has had a refresh with new vinyl and carpet throughout. Inspections are due for all flats shortly and Sarah is currently working on an updated maintenance schedule along with forecasting of longer term more major works that will be required in the future.

#### b. Community Events

#### **Takahanga MainPower Multisport Courts**

It was fantastic to have the official opening for our redeveloped Takahanga MainPower Multisport Courts on Tuesday 25<sup>th</sup> February. The opening event was attended by many community members, including netball club members, tennis players and Op Shop volunteers. One News was present and ran a story along with other current affairs around the town.

Phase One is now very close to completion albeit only final documentation still being worked through, and discussions progressing to Phase Two have continued with the User Groups. Phase Two is looking at lighting only for the courts given the cost constraints, and the Operations team has this work well in hand.

We continue to work with The Hub, planning how the long-term management and usage of the courts will work although this is done with the understanding that the Hub is yet to be fully incorporated. Bring on the winter sports season for our community.



#### Matariki

We are in the early stages of planning an event/s with teachers from two of our local schools. Some great ideas have been suggested, and we will continue to work on these to provide a celebration for Matariki 2025.

**Stats NZ** – Census 2023 has a workshop planned for Monday 24<sup>th</sup> March 2025. The sessions will include new 2023 Census data available, local insights, where and how to access the data through Stats NZ tools and what is still to come. This is being held at Te Whare Putea-Heartlands from 1.00pm - 3.30pm.

**Rata Foundation** is hosting a community funding workshop on 5 May 2025 at Te Whare Putea. **Rovers** are the oldest section of Scouts Aotearoa (18–26-year-old male and females) and hold an annual camp every Easter called MOOT. This event is an opportunity for Rovers across Aotearoa and internationally to give back to a local community, reconnect with scouting friends, learn new skills, and participate in some adventurous activities. Kaikōura has been selected to hold Moot 2025.

They will be here from Thursday 17th of April to Monday 21st of April 2025. Friday the 18th of April (Good Friday) is a service day, an opportunity for the Rovers to get out in the local community and undertake some voluntary work.

Community groups, schools and churches have been contacted to see if they have any work that the Rovers could help with. KDC Community Development is co-ordinating this:

#### **Upcoming events supported**

- Loopy Tunes concert for preschool/school aged Tamariki
- Kaikōura Adventure Race (hire of Hall)
- Empowering Seniors Expo
- Citizenship Ceremony to be held in April

#### b. Community Grants

#### **Sports NZ Rural Travel Fund**

2024-2028 Funding Agreement has secured \$38,000.00 for this period. Community funding available for 2024-2025 is \$9,500.00.

#### **George Low Fund**

Community funding available for 2024-2025 is \$4,500.00.

#### **Creative Communities Scheme**

Round 2 for 2024-2025 was held on 26 February 2025. 6 of 8 applications were successful. Successful applicants 2024-2025:

- Small Wonders in Pastel Art Society
- Kai a short film made in Kaikōura (Phase 2)
- Te Kura o Hapuku kapa Haka Taonga
- The Barden Party McBeth
- Fyffe House annual activities
- Spring into Line Dancing
- Kaleidoscope Kaikōura Marlborough Civic Orchestra
- Social Star Clubs an after-school programme
- Kaikōura High School Mural
- Stitch'n by the Sea 2025
- No, No, No production
- Douce Ambiance 2025
- Kai a short film made in Kaikōura (Phase 4)
- Youth Music Recital 2025 (Seaward Lions)

#### **Community Initiative Fund**

Round 2 closed on 3 March 2025 and the following 2 applications were submitted:

- Empowering Seniors Expo
- Kaikōura Museum Wikipedia workshop

#### 2. Customer Service Requests (CSR's) at Front of House

We created 533 customer service quick complete requests in February 2025 (down from 615 in January 2025). A quick complete is an inquiry that is received at reception in person or over the phone and can be dealt with immediately, not requiring any further action (CSRs requiring additional action are reported through Works and Services). Of the 533 CSRs completed, the five busiest areas were:

- Building: 118 (down from 171) calls supported the booking of consents
- Finance: 94 (down from 100) calls were rates inquiries
- Planning: 91 (up from 80) calls dealt with planning inquiries
- Reserves and Water: 25 calls for both.

#### 3. Emergency Management

Focus this month has been on communicating the new Tsunami Evacuation Zones. We had great TV cover from 1News with the public session on the 12th which was attended by a representative from Kekerengu. Further sessions are booked for Oaro and Takahanga Marae. Meetings with the pre-school s to review their options and well.

A plan for relocating the EOC out of the Council room to a more suitable location has been completed and will be distributed for review. Some funds are available from this year's EM budget, but some spending next year too is likely to be required for the purchase of required equipment.

#### 4. Kaikōura District Library

The library team had their monthly team meeting at the Kaikōura High School library this month. We believe this cross-library collaboration can offer numerous benefits to students, educators, and the wider community. Some key advantages below:

#### For Students:

- Expanded access to resources Kaikōura High School students can access a broader range of books, digital materials, and specialized databases beyond what their school library provides.
- Seamless learning support Kaikōura District Library can supplement school curriculums with additional materials, homework help, and research tools.
- Encouraging a reading culture joint reading programmes and challenges can promote literacy and lifelong learning.

#### For Educators and Librarians:

- Shared expertise our District and school librarians collaborate on best practices for collection development, literacy programs, and technology use.
- Professional development we work on opportunities for training and workshops on library management, digital literacy, and educational trends.

#### For the Community:

- Efficient use of resources shared funding, joint events, and co-sponsored programmes reduce costs and maximize services.
- Increased library usage families become more engaged in both school and our district library, leading to greater literacy and community involvement.
- Stronger community connections both libraries become central hubs that connect students, parents, and educators with local services and programmes.

Please see our dashboard below:



# KAIKŌURA DISTRICT LIBRARY COUNCIL REPORT



This month we had the pleasure of hosting Te Kahu Rolleston in the library to perform his spoken word poetry. Te Kahu is well known for incorporating Māori identity, mythology and social justice into his work. He was such an inspiring performer and our crowd of over 25 people thought so too.

visitors
in
January

3,161

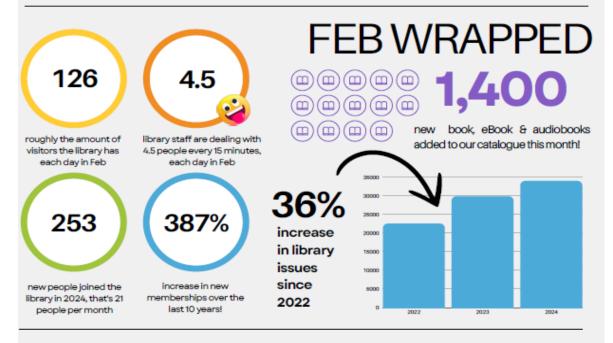
it was a busy month as we also had an authors visit from Bruce Cole. Bruce has a fascinating story as an ex military man who uses writing as a cathartic tool.

AUTHO
BRUCE
COLE

The audience loved his humble down to earth nature and we are hoping he will be back with the release of his next book!

AUTHOR BRUCE COLE AUTHOR BRUCE COLE

–	EBRUARY				
. 31	171131103	22/23	23/24	24/25	
•	ISSUES	2,120	2,599	2,575	
<b>A</b>	RENEWALS	166	164	196	
•	RETURNS	1,866	1,933	2,062	
` -					



"a world class library service which retains its community values"

#### 5. FINANCIAL IMPLICATIONS AND RISKS

None – expenditure remains within budgets.

#### 6. 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	
Date:	26 March 2025	
Subject:	Planning Update Report	
Prepared by:	Z Burns – Planning Officer	
Input sought from:	M Hoggard – Strategy, Policy and District Plan Manager	
	D Hirst – Policy Planner	
Authorised by:	P Kearney – Senior Manager Corporate Services	

#### 1. SUMMARY

This report provides a high-level update of what is occurring in the planning department. The key aspects to note are:

- Some Resource Consents are being processed by external consultants
- LIM numbers remain volatile
- Reserve Management Plans consultation closed on the 25<sup>th</sup> March
- District Plan Review Tender closed on the 21st March
- No further updates on legislative reforms

#### Attachments:

i. Resource consents in progress

#### 2. RECOMMENDATIONS

That Council receives this report for information.

#### 3. BACKGROUND

#### 3.1. Resource Consent Status

Resource consents continue to progress. Upon completion of the notification period of LU1964 for 9 residential apartments at 162-164 Esplanade, the applicant has requested that decision making authority be delegated to an independent commissioner. Planning has been putting out requests for commissioners and have confirmed an iwi representative. The applicant and a number of the submitters have stated a preference for any hearing to take place in May 2025.

LU1777 has been withdrawn and reapplied for with consent LU2009, which is being processed externally by the same consultancy that was processing LU1777. The applicant has been advised, following notification of potential legal action if consent was not obtained, that consent was not applicable to the illegal works that have taken place. As part of this consent, the planning department and the consultants have agreed that a peer-review of both geotechnical and landscape assessments are necessary. It is likely that the consent will be at the very least limited notified due to the works that have taken place on joint owned land.

Two other resource consents have been applied for that have been considered to require a peer-review of Geotechnical assessments, due to the proposal locations being in the Fault Awareness Area. These have been undertaken by Pattle Delamore Partners (PDP) and have agreed with the conclusions of the fault hazard assessments. However, LU2007 has been issued a section 92 letter for further information as there has been no commentary around other suitable building locations and the site is approximately 175ha.

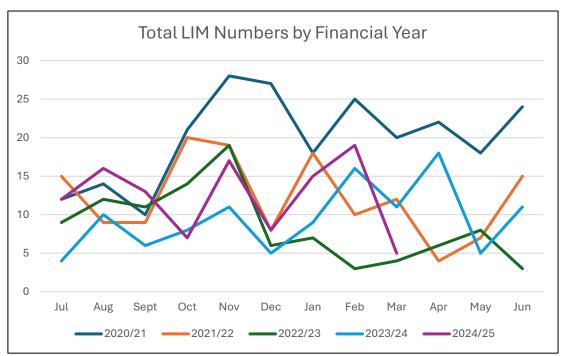
Kiwood Ltd have been required to apply for resource consent (LU2006) for the operation of a sawmill in the rural zone. The definition of an industrial activity was considered to coincide with the operation of a sawmill on the site. As a result, the application is being assessed as a (unrestricted) discretionary activity. There are considerations being given to other national legislation such as the National Environmental Standard for Commercial Forestry. Planning is giving consideration to the effects of the

activity on the transport network of Waiau-Toa Road, which is a considerably narrow, limestone road which may cause safety issues and may warrant limited notification for those that use this road. Should the sawmill not be operated, as far as Kaikōura District Council would be concerned, the activity would be permitted for a Territorial Authority, but perhaps not the case of a Regional Authority.

The Planning Team, with the arrival of a new Planning Officer, is aiming to resolve some of the outstanding Resource consents that have been ongoing for some time.

#### 3.2. Land Information Memorandums

As suggested in the previous Council meeting, the figures for LIMs did not fully reflect the statistics for the month. The statistics in February was based figures in the middle of the month, being 7 LIMs at the time of writing the report. The final number for the month was approximately 19. This month has so far seen the LIM number drop off again. This could be due to the summer season coming to an end.



#### 3.3. District Plan Review

Requests for proposals have been loaded on the Government Electronic Tender Service (GETS) website. Tenders will close on 21<sup>st</sup> March and positive interest has been received so far. The District Plan Review will continue to proceed unless legislation prevents KDC from doing so.

#### 3.4. Reserve Management Plans

Following last month's update, a hearing has been scheduled to be held on Wednesday 9<sup>th</sup> April 2025. There has been a total of 5 submissions (6 but 2 have been made by the same person), largely pertaining to the importance of Little Oaks Preschool. One other submission has been in regard for a desire for a potential Hot Pools Development to take place in the deforested South Bay Forest area, with spa facilities and a local discount for residents and holiday homeowners. Only one submitter has requested to be heard in the hearing and deliberations.

The consultation period ends on the 25<sup>th</sup> March 4:00 pm.

#### 4. Policy Planning Update

In response to a University of Otago report, Council's Policy Planner, Daniel Hirst, has conducted an analysis of Council's visitor accommodation policy and will be sending a presentation for a workshop with Council on the issue.

Mr. Hirst is also working with other Council staff on reviewing and updating a number of policies including a Youth Policy.

#### 5. Relevant Legislation

Resource Management Act 1991 (RMA) remains the relevant legislation.

#### 5.1. Legislative Reforms Update

There have been no further legislative reform updates since the previous Council meeting, however, Environment Canterbury is currently consulting on its Biodiversity Strategy and aim to have a final draft prepared around September 2025.

#### 6. 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**

1. Active and deferred Resource Consent, Flood Hazard Certificates and Other Consent Applications to 17<sup>th</sup> March 2025

"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.

### Appendix I

No	RC ID	Applicant Name	RC Description	RC Location	Status / Notes	Days
1.	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.  Interim invoice has been sent.  Further follow up has since taken place (June 2023 and the applicant has more recently come to the office to discuss) and proposal has been reduced. Council will not continue to process until payments have been cleared.	10
2.	1777	John Drew	Relocation of building platform, boundary setbacks breached.	1481 D State Highway 1	Withdrawn	18
	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.  Matt has gotten in touch with the applicants who have expressed a desire to continue – they have been given until the end of the month to supply requested information	11
3.	1870	Mark Baxter	Outdoor Dinning Area – Temporary Activity	21 West End	On hold by the applicant - Limited notification has closed, a submission has been received from the neighbour, plans are to be amended and neighbour has said they will give approval provided fence built  This application was limited notified, therefore, it remained active until the applicant requested the application to be placed on hold due to discussions with the affected party. The adjoining neighbour has agreed by email to provide written approval final documents are awaited. Processed in house	65
4.	1889	Kaikoura District Council	Earthworks in flood hazard area for Clarence/Waiatoa Bridge	Road reserve	Withdrawn Being processed by Resource Management Group S37 Issued for March 2024	321*

	1892	Anthony Lund	Build a three-bedroom	148 South Bay	Deferred	15
	1032	Antinony Lana	dwelling with attached	Parade	Being processed by LMC	15
			garage that intrudes the	Taraac	being processed by Livie	
			recession planes on			
			north, East and West			
			boundary of the			
6.			property			
<u> </u>	1908	Moanna Farms	Earthworks within	20 Moana	Deferred – awaiting payment	_
7.		Ltd	landscape area	Road	Follow-up email sent 19 <sup>th</sup> March 2024	
	1941	Brent Proctor	2-lot subdivision of land	30 Old Beach	Approved	62
			locating in the non-	Road	Processed in house	
			urban flood assessment		Limited Notified	
			area within mapped			
8.			highly productive land			
	1942	Brent Proctor	Land Use – non-	30 Old Beach	Approved	62
			compliance with district	Road	Processed in house	
			plan standards in the		Limited Notified	
			general rural zone and			
9.			transport standards			
	1956	Benjamin	2-lot subdivision	290 Red	Active	48
		Jurgensen		Swamp Rd	Being processed externally (PLANZ)	
					Regional Consent required for onsite	
10.					wastewater discharge	
	1964	Chapman-	Construction of 9	162-164	Active	78
		Lindsay	apartment units	Esplanade	Processing internally	
		Developments			Public notification closed on the 7 <sup>th</sup>	
		Ltd			February	
					16 Submissions – 2 in support the	
					remainder in opposition	
11.					Hearing to be in May	
	1965	Marlborough	Earthworks and	Section 1 SO	Deferred	14
		Kaikoura Trail	structures associated	·	other consents from Ecan	
		Trust	with the construction of	1	Processing externally (RMG)	
			a cycle trail between			
			tirohanga and	10979, Lot 1		
12			kekerengu which forms	DP 418536		
12.	1000	N 4 a ulla a u a conta	part of the Whale Trail	Chata III alannan	Deferred	1.4
	1966	Marlborough	To build, operate &		Deferred	14
		Kaikoura Trail	maintain a cycle trail	1	other consents from Ecan	
		Trust	bridge over the Kekerengu River which		Processing externally (RMG)	
			forms part of the Whale			
13.			Trail			
13.	1972	Aitken	4 Guest Visitor	178 Brunells	Approved	16
14.	1372	Aitkeii	Accommodation	Road	Processed externally (PLANZ)	10
17.	1979	Robyn Murray	Visitor accommodation	43 Clarence	Deferred	30
	1313		– up to 6 guests	Valley Road	Processing externally (PLANZ)	
15.			ah 10 0 Bucoto	, and , noud	Being reviewed	
	1982	Avodah Spiritual	Erect several buildings	23 Bay	Deferred	14
	1302	Respite/Vineyard	to support the proposed	Paddock Road	Processing externally (PLANZ)	

			Control of the state of the sta		Lauren de la companya	
			facility at the site – area		Application assessed against the District	
			is approx. 5.8ha		Plan and National Environmental	
					Standards and found that some additional	
	1000				information is needed	10
	1983	Rockwood	Create 4 allotments	Red Swamp	Deferred	13
		Kaikoura Limited	held in three fee simple	Road (Section	Processing externally (PLANZ)	
			titles	10 Kaikoura	RFI for water supply	
				Suburban Dist		
				& Section 60		
				Kincaid Run,		
17.				Kaikoura Dist)		
	1986	Hayden Clavis	Host up to 25 exclusive	427 Inland	Deferred	18
18.			events per year	Kaikoura Road	Processing externally (PLANZ)	
	1987	Melody Barlow	10 guests per night	54 Kotare	Deferred	-
				Place	Processing externally (RMG)	
19.					Awaiting for further information	
	1989	Nigel & Marieke	2-lot subdivision &	8 Chance	Granted	31
		Ross	cancellation of consent	Haven	Processed externally (RMG)	
20.			notice			
	1990	160 Beach Road	4 lot subdivision and	31 Beach Road	Deferred	2
		Limited	change of		Processing externally (PLANZ)	
			use/disturbance of		Further information regarding	
			contaminated soil		contaminated land and Site management	
21.					plan required	
	1997	Department of	Replacement of existing	Mt Fyffe	Granted	19
22.		Conservation	Mt Fyffe Hut	,	Processed internally	
	1998	Marlborough	LU consent for	Between	Active	40
		Kaikoura Trail	earthworks and	Middle Creek	Processing externally (RMG)	
		Trust	structures associated	& Hapuku		
			with the construction of			
			earthworks and			
			structures associated			
			with the construction of			
			a cycle trail between			
			Middle Creek and the			
			Hapuku Beach Carpark			
			which forms part of The			
23.			Whale Trail.			
۷٥.	1999	Cargill Station Ltd	Global consent for the	Ingles Drive	Active	24
	1999	Cargin Station Ltu	Highgate subdivision to	mgles Drive	Processing externally (PLANZ)	24
			increase the floating		RFI for further landscape assessment	
					I -	
24.			building height		determining the effects on the immediate	
۷4.	2000	N D Manatharra	To increase visites	160E Dk.	neighbours	7
	2000	N R McArthur	To increase visitor	1695 Puhi	Deferred  Processing outernally (RMC)	7
		2007 Investment	accommodation	Puhi Road	Processing externally (RMG)	
		Trust	capacity and to further		A range of further information requested:	
			develop walking and		- Record of title	
			dual		- Activity description	
			purpose (walking and		- Site plan	
l			biking) trails.		- Servicing	
25.					- Transport	1

					- Visual and amenity	
					- Site visit	
	2001	Haldon Downs	4 lot subdivision and	163 Inland	Deferred	4
26.	2001	Ltd	amalgmation	Kaikoura Road	Processing externally (PLANZ)	4
20.	2003	Connexa Ltd	New		deferred	18
	2003	Connexa Ltd	telecommunications	J		10
27				Street	Processing internally	
27.	2005	Creat Kamada	facility	LOT 2 DP	RFI sent regarding neighbour approvals	0
	2005	Grant Kerwin	Building a hazard	_	Active	9
			sensitive building in the	308790	Processing internally	
20			fault awareness area		Geotechnical assessment to be peer-	
28.	2006	12.	0 1	4252 144 :	reviewed	24
	2006	Kiwood Ltd	Operate a sawmill	1252 Waiau-	Active	21
20			(industrial activity) in	Toa Road	Processing internally	
29.	2007	IZ	the rural zone	4252	Likely require limited notification	4.2
	2007	Kiwood Ltd	Establish a hazard	1252 Waiau-	Deferred	13
			sensitive building in the	Toa Road	Processing internally	
			fault awareness area		RFI sent regarding potential building	
20					locations	
30.	2222			100	Peer-review of Geotechnical assessment	
31.	2008	Louise Fisher &	Breach of rural density	12B Louis	Deferred (2016)	2
		Daniel Farr	standards (and consent	Edgar Place	Processing externally (RMG)	
			notice), and operate a			
			visitor accommodation			
32.	2009	John Drew	Variation to Consent	1481D State	Active	11
			notice, building outside	Highway 1	Processing externally (RMG)	
			of the required		Peer-review of landscape assessment and	
			buildable area,		geotechnical assessment	
			retrospective consent		Likely limited notified	
			for clearance of			
			indigenous vegetation			
			in the significant			
			landscape area			
33.	2010	Gavin Campbell	Relocation of a dwelling	233 Beach	Active	5
			not complying with	Road	Processing internally	
			Temporary Activity		Awaiting payment	
			Standards			

<sup>\*</sup>Section 37 Used – allowing doubling of timeframes

## Resource Management (Discount on Administrative Charges) Regulations 2010

Was the application notified?	Was a hearing held?	Number of working days
Yes—public notification	Yes	130
	No	60
Yes—limited notification	Yes	100
	No	60
No	Yes	50
	No	20

## July 2024 to 17<sup>th</sup> March 2025 Resource Consent Compliance issued within Timeframes

Percentage within timeframes	Percentage outside of timeframes
68%	32%

#### 1. Notified consents

There remains to be only one notified consent:

- i. LU1964 Chapman-Lindsay Developments is publicly notified the hearing is to be scheduled for May
- ii. There are several applications that will at least require limited notification.

#### 2. Monitoring

Regular meetings are now occurring with Jo York (Regulator Team Leader) regarding visitors accommodation and non-compliance with planning issues.

#### 3. Road Stopping

Discussions regarding roading stopping up Puhi Puhi Road are underway see separate Council report

#### 4. General

- Project Information Memorandum processing is ongoing
- Land Information Memorandum processing is ongoing
- Zach to finish on the 11<sup>th</sup> April
- Policy Planner, Daniel Hirst, has made a great start to his role in KDC
- New Planning Officer starts on the 31st March

Report to:	Council	File #		
Date:	26 March 2025			
Subject:	Building and Regulatory Up	Building and Regulatory Update		
Prepared by:	J York – Regulatory Service	J York – Regulatory Services Manager		
Input sought from:	R Harding – Senior Buildin	R Harding – Senior Building Admin, F Buchanan – Regulatory Admin		
	Officer, G Vaughan – Build	Officer, G Vaughan – Building Control Manager		
Authorised by:	W Doughty – Chief Executi	ive Officer		

#### 1. SUMMARY

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

#### 2. RECOMMENDATION

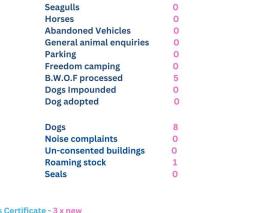
It is recommended that this report is received for information.

#### 3. SUMMARY STATISTICS









**CSR's Received** 

**BUILDING AND REGULATORY STATS** 

Feb 25

Managers Certificate - 3 x new
On-Licence - 1 x renewal
Special Licence - 7 x On/ 1 x On/Off
Temporary Authority - 1 x On-licence
New Managers applications received - 5
Renew Managers applications received - 5
Special Licence applications - 0
Premises applications - 2
Managers Certificate issued - 6
Special Licence - 9
Premises Licence issued On/Off/Club - 0

New Food Act registrations - 1
Total Food Act registrations - 74
Completed verifications - 0
Food template control plan registrations for year end - 65
National programme registrations year end 9

#### 4. BUILDING CONTROL

The following apply for the period February 2025

- Building Consent applications received 8
- Building Consents issued 9
- Building Exemption issued 3
- Code Compliance Certificate applications received 13
- Code Compliance Certificates granted 8
- Building Inspections conducted 105
- Inspection failed percentage 36%
- One dangerous affected and unsanitary notice has been issued

The Hurunui Council consents have dropped off this month, Hurunui District has seen a drop in consents, KDC are starting to increase after a slow start to 2025.

#### 5. SALE AND SUPPLY OF ALCOHOL ACT 2012

# Applications reported on & activities of the licensing inspector for January 2025:

Licensing Inspector - report

- New Managers Certificates 1
- Renewed Managers Certificates 1
- New On-licences 0
- Renewed On-licences 1
- Renewal Off-licence 0
- Club licence Renewals 1
- Temporary Authority's 1 on licence and 1 off licence
- Special Licences 1

# Alcohol Licensing Administration – applications received

- New Managers 1
- Renew Managers 1
- Special Licence applications 3
- Premises applications 1

# Alcohol Licensing Administration – Licences issued

- Managers Certificates 8
- Special licences 0
- Premises On/Off/Club 1

# **Notable Events**

- New Years Eve had no recorded breaches on licensed premises
- The lobster Inn change hands in January with a new Temporary Authority issued by the District Licensing Committee (DLC) to the new operator
- Special Licence application sent to DLC for the A and P show
- An evening monitoring and compliance visit planned for 21<sup>st</sup> February and at the A & P show on 22<sup>nd</sup>

#### Applications reported on & activities of the licensing inspector for February 2025:

Licensing Inspector - report

- New Managers Certificates 3
- Renewed Managers Certificates 0
- New On-licences 0
- Renewed On-licences 1
- Renewal Off-licence 0
- Club licence Renewals 0
- Temporary Authority's 1 On licence
- Special Licences 7 On 1 On & Off

# Alcohol Licensing Administration – applications received

- New Managers 5
- Renew Managers 5
- Special Licence applications 0
- Premises applications 2

Alcohol Licensing Administration – Licences issued

- Managers Certificates 6
- Special licences 9
- Premises On/Off/Club 0

#### **Notable Events**

- **7** On licenses were monitored for compliance by the Licensing Inspector in February, all were compliant with requirements of the Act
- The Licensing Inspector met with the new owners of the Lobster Inn, discussed intentions for the business and provided guidance
- There were no issues reported for the large Special Licence at the A & P show
- All Special Licences were granted for the KegKoura event

#### 6. FOOD ACT 2014

# Food Act report for January 2025

- New Food Act Registrations 3
- Completed verifications 6
- Total Food Act Registrations 73
- **64** Template Food Control plan registrations
- **9** National Programme registrations
- Continued liaison with key MPI senior staff has been maintained. This has included updates on technical matters for verifiers to focus on.
- MPI's oversight programme continues. Issues related to delivery temperatures for live mussels have been addressed by MPI and communicated to the food operators.
- Food and Health Standards verifiers have continued to maintain their MPI required Continuous Professional Development Programme (CPD).
- Information provided to operators involved with live shellfish after amendments to Animal Products Notice: Regulated Control Scheme — Bivalve Molluscan Shellfish for Human Consumption were made at the end of 2024.
- 6 verifications were completed in January, feedback from verifiers is positive with overall compliance with the Food Act requirements.
- A verification visit is planned for March 2025

## Food Act report for February 2025

- New Food Act Registrations 1
- Completed verifications 0
- Total Food Act Registrations 74
- 65 Template Food Control plan registrations
- **9** National Programme registrations

#### 7. **HEALTH ACT 1956**

- Registered Premises: Three businesses conducting offensive trade activities have been identified
  as operating in the district. Ongoing communication with operators and assistance to obtain
  registration as required by the Health Act.
- Swimming Pools: Swimming pool inspections have been conducted. There are three outstanding pools still to inspect.
- Infectious Disease Notifications: There were no infectious diseases reported to Community and Public Health in the Kaikoura District for February 2025.

#### 8. REGULATORY SERVICES

- Swimming pool inspections are currently being undertaken, with 49 pools identified and 23 inspected to date.
- The regulatory team have been providing community education around dogs to local primary schools, the library and The Last of the Summer Wine community group.
- Section 17A attached to this report for Council consideration. Section 17A has been compiled for current contractor for Food, Health and Alcohol services provided by Food and Health services 2006 Ltd.

# 9. COMMUNITY OUTCOMES SUPPORTED

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



# 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
Date:	26 March 2025
Subject:	Discretionary Grants Fund – Progress / Completion Reports
Prepared by:	B Makin – Executive Officer
Input sought from:	
Authorised by:	W Doughty – Chief Executive Officer

#### 1. EXECUTIVE SUMMARY

To receive progress and completion reports from organisations whose projects had received funding through the Discretionary Grants Fund (the "Fund") for the financial year 2024-2025.

#### 2024-2025 FY

Quarterly Progress Reports Attached:

• Mayfair Arts & Culture Centre

#### 2. RECOMMENDATION

It is recommended that the Council receives this report for information and accepts this report as a late report with apologies.

#### 3. BACKGROUND

The application period for funding from the 2024/2025 financial year ran from 1<sup>st</sup> March to 28<sup>th</sup> March 2024, with decisions being made at the April Council meeting. Successful applicants received funding after 1 July 2024. The second round of quarterly accountability reports for this year's funding were tabled in February. The Mayfair Arts & Culture Centre have submitted their accountability report covering the period required.

Completion reports were previously received from the Kaikōura Netball Centre, Kaikōura Wildlife Centre Trust, Kaikōura Bowling Club and Takahanga Bowling Club.

No accountability reports have been received for the Kaikōura Rugby Club — Takahanga Sport & Recreation Facility and Kaikōura Miniature Rifle Club Inc. despite reminders from Council.

# 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

Report to:	Council	
Date:	26 March 2025	
Subject:	Mayfair Arts and Culture Theatre - Qu Dec 2024	uarterly Report for Oct, Nov &
Prepared by:	N McArthur	
Input sought from:	J Dasler	
Authorised by:	W Doughty – Chief Executive Officer	

#### 1. SUMMARY

The purpose of this report is to provide an update on the activities undertaken at the Mayfair Arts and Culture Theatre - Te Whare Toi ō Kaikōura for the third quarter of the funding year.

# 2. QUARTERLY PROGRESS OVERVIEW

#### October 2024

October opened with some particularly spectacular events especially in the live performance arena with Cathy Irons and Douce Ambience followed by the future talent of Kaikōura with our Youth Music Performance.

**Cathy Irons with Douce Ambience** returned to the Mayfair on Sunday the 6th October, this was well attended and enjoyed by a wide age group. Cathy has featured at the Mayfair several times now and her performances are always eclectic, vibrant, versatile and well received by the community, both young and more mature audiences.



On 15th October it was fantastic to have the Seaward Lions Club once again able to support and host the **Youth Music Performance Recital**. This is the third year this event has taken place and is an essential part of our vision to involve our community and our youth. With 27 acts including Piano, Violin, Dance and singing taking place both performances for the recitals were full to capacity with 90 people filling the auditorium each time. Supported also by Creative NZ.



Our movie screenings for October also featured a good variety including the outstandingly popular Maurice and I. The New Zealand movie industry is really maturing with so many great NZ born films winning awards all round the world. **Maurice and I** narrates the partnership between two of our great Christchurch architects, and will have resonated with many of us, especially the difficulties faced after the 2011 Christchurch earthquake.

LIVE MUSIC		IRONS & I		3pm Sun 6th								
Times in Pink are in the smaller theatre. You may wish to book s	eats esp during s	chool holidays.										
Times subject to change. 80 Esplanade 03 424-9272												
OCTOBER	THU 3	FRI 4	SAT 5	SUN 6	MON 7	TUE 8	WED 9					
HAROLD AND THE PURPLE CRAYON PG 90 MIN	3:30 PM	2:30 PM	2:15 PM		2:30 PM	2:30 PM	2:30 PM					
NEW JOKER: FOLIE À DEUX R16 138 MIN	7:00 PM	7:00 PM	4:30 PM	7:15 PM			7:00 PM					
LAST WEEK MAURICE AND I E 98 MIN	7:15 PM					4:45 PM	7:15 PM					
NEW RUNT PG 92 MIN	1:30 PM	4:30 PM	1:45 PM	5:00 PM	4:30 PM	2:00 PM	4:30 PM					
THE SUBSTANCE R16 141 MIN			7:00 PM		7:00 PM	7:00 PM						
THE WILD ROBOT PG 102 MIN	2:00 PM	2:00 PM	4:00 PM	7:30 PM	2:00 PM	4:30 PM	2:00 PM					
THELMA M 98 MIN		7:15 PM	7:30 PM	5:15 PM	7:15 PM							
TRANSFORMERS ONE PG 104 MIN	4:30 PM	4:45 PM			4:45 PM	7:15 PM	4:45 PM					

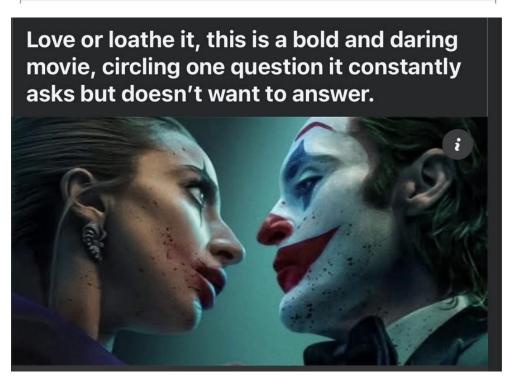


During the School Holidays, the Mayfair Theatre kept its doors open 7 days a week and provided some great movies for our local children of all ages.

# Movies for the whole family. Open 7 days a week during school holidays. #kaikoura



Times in Pink are in the smaller theatre. You may wish to book s Times subject to change. 80 Esplanade 03 424-9272	and asp animg s	oneer nomaays.					
OCTOBER	THU 10	FRI 11	SAT 12	SUN 13	MON 14	TUE 15	WED 16
NEW A MISTAKE M 101 MIN	7:30 PM	7:30 PM	7:30 pm	7:30 PM	7:15 PM	2:00 PM	7:30 PM
HAROLD AND THE PURPLE CRAYON PG 90 MIN	2:30 PM	2:30 PM	2:30 PM	2:30 PM		4:45 PM	
JOKER: FOLIE À DEUX R16 138 MIN		7:00 PM		7:00 PM	4:30 PM	7:00 PM	4:30 PM
LAST WEEK MAURICE AND I E 98 MIN					4:45 PM	2:30 PM	
RUNT PG 92 MIN	2:00 PM	4:30 PM	2:00 PM	2:00 PM	2:30 PM		2:15 PM
LAST WEEK THE SUBSTANCE R16 141 MIN							4:30 PM
THE WILD ROBOT PG 102 MIN	4:15 PM	2:00 PM	4:30 PM	4:30 PM			7:30 PM
LAST WEEK THELMA M 98 MIN	4:45 PM		7:00 PM		2:00 PM	7:30 pm	2:00 PM
TRANSFORMERS ONE PG 104 MIN	7:15 PM	4:45 PM	4:45 PM	4:45 PM	7:30 PM	4:30 PM	





#### Live Theatre at the Movies

A new genre of movie is evolving across the world which embraces the wonderful world of live theatre on the cinema screen. Originating at Covent Garden Ballet and Opera with the concept of taking their live performances to the provinces, effectively thus allowing those who cannot travel the opportunity to be part of their live acts. Audiences worldwide are now able to benefit from these initiatives and it is certainly a growing genre.

The Mayfair Theatre has now screened four of these offerings and our October feature was **Kinky Boots**. By necessity these ticket prices are set by the home theatre, (usually London or New York) and discounts cannot be offered. They are well worth attending and bring further culture and variety to Kaikōura of which we are very proud at the Mayfair.



Times subject to change. 80 Esplanade 03 424-9272							
OCTOBER	THU 24	FRI 25	SAT 26	SUN 27	MON 28	TUE 29	WED 30
NEW A DIFFERENT MAN M 112 MIN		4:45 PM	2:30 PM	7:30 PM	7:15 PM	5:15 PM	2:30 PM
NEW LEE M 117 MIN		7:15 PM	7:30 PM	2:15 PM	7:15 PM	2:45 PM	7:30 PM
NEW SIX INCHES OF SOIL E 96 MIN		4:30 PM	5:00 PM	7:30 PM	5:15 PM	5:15 PM	7:45 PM
NEW SUPER/MAN: THE CHRISTOPHER REEVE STORY M 105 MIN	c	2:00 PM				7:30 PM	5:15 PM
A MISTAKE M 101 MIN	O S			5:00 PM	4:45 PM	7:30 PM	5:15 PM
LAST WEEK JOKER: FOLIE À DEUX R16 138 MIN	E D	7:00 PM	7:00 PM				2:15 PM
LAST WEEK KINKY BOOTS THE MUSICAL M 132 MIN - Sorry, no gold card discount						2:30 PM	
LAST WEEK RUNT PG 92 MIN		2:15 PM	2:00 PM	2:00 PM	2:15 PM		
LAST WEEK THE WILD ROBOT PG			4:30 PM	4:15 PM	2:30 PM		



**Six inches of soil** brought a different type and subject matter to the movie offering for the month, with definite appeal to anyone who has an interest in the environment. It is well worth viewing if it pops up again elsewhere, outstanding and as described: - "Fantastic, Passionate, Inspirational"

# **Health and Welbeing Expo**

The Mayfair maintained an important presence at the Health and Welfare Expo at the beginning of October. Health and Wellbeing is an important pillar of our culture at the Mayfair and as stress becomes more and more recognized as a life-style and problem of our times, we believe, friendship, sharing our space, enjoying our relaxing environment and taking time out to chill at a movie, live event or view an Art exhibition is incredibly important for our locals and our visitors.





#### November 2024

Early in November, we were lucky enough to have the opportunity to undertake some upgrades in our 2nd smaller auditorium and the great news is that we have ended up amongst other things with a better sound system in both auditoriums. We had to limit to a certain extent the number of films shown during this time, but still managed to offer a good selection.

Our screenings in November included a good mix of Arts, Culture, Action and Childrens movies alongside Live performance and Art Exhibitions in the J & S Wyatt suite.

NOVEMBER	THU 31	FRI 1	SAT 2	SUN 3	MON 4	TUE 5	WED 6
NEW HERE M 104 MIN				8:30 pm	2:00 pm	7:15 pm	
LEE M 117 MIN	c	С	8:30 pm		4:30 pm	4:30 pm	
NEW PADDINGTON G 95 MIN Adults \$14, Kids \$10	L	L	2:00 pm	2:00 pm		·	
NEW PADDINGTON 2 G 103 MIN Adults \$14, Kids \$10	S	O S	4:00 pm	4:00 pm			
SUPER/MAN: THE CHRISTOPHER REEVE STORY	E D	E D		6:15 pm		2:00 pm	5:00 pm
NEW THE CRITIC M 99 MIN			6:15 pm		7:15 pm		7:15 pm







With **Paddington 2025** coming up next year we screened **Paddington** and **Paddington2** during the first week of November, this was extremely popular with our younger viewers. A bear dear to many peoples hearts, even the Queen!

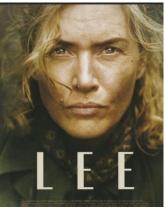


# The Mayfair Arts & Culture Centre Come join us today!

80 The Espanade, Kaikoura 03 424 9272

NOVEMBER	THU	FRI	SAT	SUN	MON	TUE	WED
NOVEMBER	7	8	9	10	11	12	13
HERE			4:15 PM	1:30 PM		2:30 PM	
LEE (Last Week)	3			6:00 PM		5:00 PM	7:30 PN
RED ONE (New)	CLOSED	4:30 PM	1:30 PM	8:30 PM	5:00 PM		5:00 PN
THE CRITIC			6:30 PM		7:30 PM		
WEEKEND IN TAIPEI (New)	1	7:30 PM	8:30 PM	3:45 PM		7:30 PM	

The 2nd week of November offered **Lee**, the outstanding story of Lee Miller as a war correspondent and photographer who committed to documenting the atrocities of the 2nd World War. A tough subject, extremely well conceived as a movie and outstanding performance by Kate Winslet. Lee was particularly well attended and popular. It appears this genre of historical documentary storeytelling is very popular with our audiences.



Other movies included the following: -

The The Mayfair	The Mayfair Arts & Culture Centre  New films every week!									
NOVEMBER	THU 14	FRI 15	SAT 16	SUN 17	MON 18	TUE 19	WED 20			
GLADIATOR 2 (NEW) M 148 MIN		7:15 PM	7:15 PM	4:45 PM		6:45 PM	4:45 PM			
LEE (HELD OVER / Last Week) M 117 MIN			2:15 PM	7:45 PM		2:00 PM				
RED ONE PG 123 MIN			4:30 PM	12:00 PM	7:30 PM					
THE BEST CHRISTMAS PAGEANT EVER (NEW)  G 99 MIN			12:00 PM	2:30 PM		4:30 PM				
THE CRITIC (Last Week) M 99 MIN		5:00 PM			5:15 PM		7:45 PM			

# The Mayfair

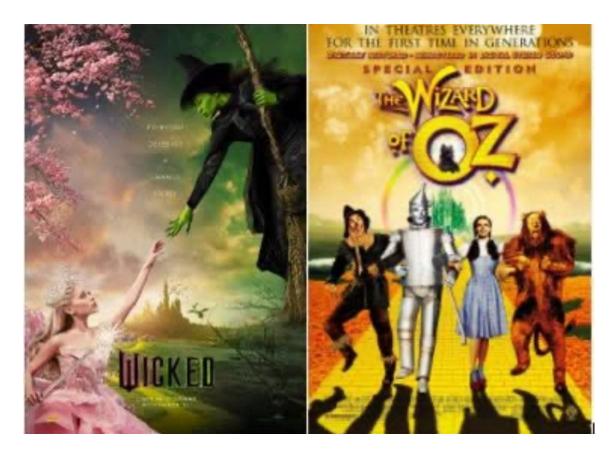
# The Mayfair Arts & Culture Centre

I'll get you, my pretty.....

NOVEMBER	THU	FRI	SAT	SUN	MON	TUE	WED
	21	22	23	24	25	26	27
GLADIATOR 2		4 4 4	7:30 PM	(10)	1130=	St. Distance of	7:20 PM
GOODRICH (NEW)		7:30 PM		5:30 PM	7:30 PM	2:15 PM	
NEVER LOOK AWAY (NEW)		5:15 PM	5:30 PM			4:45 PM	
RED ONE (LAST WEEK)		J. J		7:45 PM	5:00 PM		4:45 PN
THE BEST CHRISTMAS PAGEANT EVER			12:00 PM	3:15 PM			
WICKED (NEW)			2:15 PM	12:00 PM		6:45 PM	

GI ADIATOR 2 LRIELIAR MIN

We were able to share a sneak preview screening of 'Wicked' on the 20th November a day before its nation release. This was the prequal to the Wizard of Oz and had great reviews and attendance.



Saturday 30th November – Live Entertainment

The Stand Up comedy of ..... Gonzalez Macuer Jaguar — a great night of laughs for the community — giving some diversity to our offerings. Although not as well attended as we would have hoped, those that did attend said it was absolutely hilarious and very interactive with the audience and they had all thoroughly enjoyed the evening immensely.



### Art Exhibitions in the J & S Wyatt suite

In late November it was particularlly special to have our annual Exhibition from our seniour art students at Kaikōura High School. It is a real privelege for the Mayfair to be able to showcase the NCEA Year 12/13 Porfolios, (recently assessed by NZQA). These impressive works demonstrated some great talent within our younger community, and this exhibition sits at the core of our Mayfair values and vision of collaborating with the community across different platforms.

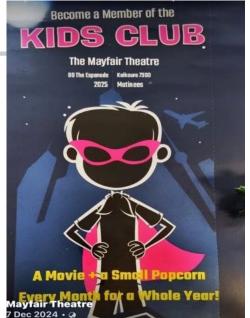


#### December 2024

Early December we introduced a special Kidz Club gift card, which includes 12 movie screenings with a small popcorn each visit. The pass will be valid until the end of 2025 with the aim of being an affordable option for families, the cost being \$147.00.



At the Mayfair Theatre we have a fantastic idea for keeping the kiddies entertained. Introducing 'Kid's Club'! A 12 movie pass including a small popcorn, use it monthly, weekly or all at once for a birthday party. \*STOCKING/CARD FILLERS\* Family movie passes, individual movie passes available at Christmas market and at the theatre.



We launched into December with a great mix of movies on offer as well. A busy time of year for all, but our attendances were good and the Kids Club well received. **Never Look Away,** another film with a New Zealand connection, inspiring people, spellbinding and courageous.



Starting this week is 'Never Look Away'. A spellbinding story with a New Zealand connection.

CNN camerawoman Margaret Moth fearlessly captures footage of war zones. After receiving catastrophic injuries in the crosshairs of battle, she returns to work with more courage than ever.





# The Mayfair Arts & Culture Centre

Check out our new Kid's Club for a great Christmas idea!

DECEMBER	THU 12	FRI 13	SAT 14	SUN 15	MON 16	TUE 17	WED 18
FOR KING + COUNTRY'S: A DRUMMER BOY CHRISTMAS LIVE (NEW) G 90 MIN		5:00 PM	12:00 PM	2:30 PM	1000		
HERETIC (NEW)			7:15 PM		0	7:15PM	0
MOANA 2			2:15 PM	4:45PM	SED	2:15PM	E
MOANA 2 - REO MÃORI				12:00 PM	0		CLOSED
NEVER LOOK AWAY					ರ	12:00 PM	1 5
THE PROBLEM WITH PEOPLE		7:15 pm			1 1 1	4:45PM	
THE SHAMROCK SPITFIRE	5:00 PM	8 1		T. T.	1		1
YOUR MONSTER	7:30 PM		4:45				1

#### Moana and Moana 2 - Reo Maori

Without a doubt these two movies in December were a highlight for the Mayfair and Kaikōura. There has been much publicity across the country around the evolution of Moana into Te Reo, and to be able to screen this important movie was one of the true highlights of the month for our town.



DECEMBER	THU 19	FRI 20	SAT 21	SUN 22	MON 23	TUE 24	WED 25
42ND STREET (1933) E 89 MIN Join our 90th Birthday party!		A	7:30 PM	×			
HERETIC (LAST WEEK) R16 111 MIN		7:15 PM					
MOANA 2 (LAST WEEK) PG 100 MIN		2:00 PM		5:00 PM			4
MUFASA: THE LION KING (NEW) PG 118 MIN	2:00 PM 4:45 PM	4:30 PM	3:30 PM	2:15 PM	11:45 AM 4:45 PM	Well No a	e closed
NEVER LOOK AWAY (LAST WEEK)  M 85 MIN				7:15 PM		We Me	
THE POLAR EXPRESS G 99 MIN ALL TICKETS \$5.00			1:00 PM	12:00 PM	2:30 PM		
YOUR MONSTER (LAST WEEK) M 102 MIN	7:30 PM						

Key offerings for our younger cinema goers in December



DECEMBER	THU 26	FRI 27	SAT 28	SUN 29	MON 30	TUE 31	WED 1
A REAL PAIN (NEW) R13 90 MIN		4:30 PM	7:30 PM		7:40 PM		
BETTER MAN (NEW) R13 135 MIN	1	7:00 PM		7:15 PM	4:45 PM		
MUFASA: THE LION KING PG 118 MIN	Closed		2:00 PM	4:30 PM	2:00 PM	11:30 AM	Howyor
SURPRISE SNEAK PREVIEW						4:20 pm	Happy
SONIC THE HEDGEHOG 3 (NEW) TBC 109 MIN		2:00 PM	4:45 PM	2:00 PM		2:00 PM	

The Mayfair Theatre at the Kaikōura Christmas Festival - Dec 2024 Maintaining an important presence in the community and launching a couple of new ideas.



Come along and see us at the Kaikōura Christmas Festival - get the perfect present for your Tamariki - a 12 movie Kids Club Pass or for the grown ups a Double Movie Pass for the perfect date night



# **Art Exhibitions in December**



Additionally - The collaborative exhibition by **Marian Flavell** and her daughter, **Tui Johnston**, was a real triumph by these two very talented local artists and we are delighted that Marion is planning to return to the Mayfair next year with an exhibition of new works.





90th Birthday Celebration of the Mayfair Arts and Culture Centre - Te Whare Toi ō Kaikōura



On Saturday the 21st December The Mayfair Board, Staff and Members spent an evening reminiscing and celebrating 90 years of the Mayfair Theatre. Some of the old memorabilia was displayed at the event and instigated lots of conversation and happy memories. Refreshments were provided and was enjoyed by all who attended.

Part of the evening included a special screening of **42nd Street**, this was the first movie ever to be shown at the Mayfair.

Emphasis was placed on acknowledging the hard work of the Board and Staff, and the support of the members through their attendance at the movies and life performances.

Our sponsors and funders were also acknowledged as playing an important role in not only events like this, but also in the long term operation of the theatre. It was also an opportunity to encourage our current members to support us by increasing the membership base. A small but vital part of our survival strategy.







The Mayfair continues to maintain a sound presence in the community through social media, print in the papers and weekly movie schedules providing good advertising of our screenings, live events and Art Exhibitions, ensuring community awareness of our important community asset. Entertaining audiences for the past 90 years.

# 3. FOCUS OVER THE NEXT 3 MONTHS

Continue to provide quality entertainment to our community and members by delivering a range of quality movies, live events and art exhibitions that meet our goals and aims to ENTERTAIN | EDUCATE | INFORM | INSPIRE

Whakangahau | Whakaako | Whakaatuatu | Whakaohooho

# 4. **RECOMMENDATIONS**

That the council accepts this report as a late report with apologies.

#### 5. COMMUNITY OUTCOMES SUPPORTED



# **Community Environment**

We communicate, engage and We community environment



value and protect our inform our





**Development** We work with our We promote and support the and development of our economy



community
our partners to create a
better place for future
generations

