

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL EXTRAORDINARY MEETING HELD ON  
WEDNESDAY 29 JANURAY 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 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), G McMillan (Minutes)

1. **KARAKIA**
2. **APOLOGIES** - None
3. **DECLARATIONS OF INTEREST** - None
4. **PUBLIC FORUM** - None
5. **FORMAL DEPUTATIONS** - None

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**6. MINUTES TO BE CONFIRMED**

**6.1 Extraordinary Council meeting minutes dated 18 December 2024**

**RESOLUTION**

*That the Council confirms as a true and correct record, the circulated minutes of a Council meeting held on 18 December 2024.*

Moved: Councillor L Bond  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

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**7. REVIEW OF ACTION LIST**

The action list was reviewed and no further actions noted.

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**8. 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) Temporary Accommodation Status Report
- b) Public Excluded Minutes Dated 18 December 2024
- c) Harbour Financial Matter – Verbal Update

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

| General subject of each to be considered | Reason for excluding the public  | Grounds of the Act under which this resolution is made  |
|--|--|---|
| Temporary Accommodation Status Report    | This contains contractual information which may still change, the information 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<br>Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities |

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|--|--|--|
|  |  | Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)   |
| Public excluded council meeting minutes dated 18 December 2024 | The minutes are being tabled for confirmation and include commercially sensitive information relating to harbour financial matters and Waiiau Toa Clarence Valley Access Project | 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<br>Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities<br>Section (7)(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)<br>Section 7(2)(a) protect the privacy of natural persons. |
| 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<br>Section (7)(2)(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities<br>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:

Temporary Accommodation Status Report: The release of this information could impact KDC’s negotiation ability. Information will be made publicly available in due course.

Harbour Financial Update: We do not want to reveal the details of those negotiations. Information will be made publicly available in due course.

Moved: Councillor L Bond  
 Seconded: Councillor V Gulleford

**CARRIED UNANIMOUSLY**

The meeting moved into the Public Excluded Session at 9.04 am.  
 The meeting moved out of the Public Excluded Session at 9.38am.

**9. CLOSED OF MEETING**

There being no further business, the meeting was declared closed at 9.38 am.

CONFIRMED  Chairperson  
 26 February 2025 Date

*THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY*

**ACTIONS FROM COUNCIL MEETINGS  
AS AT 20 FEBRUARY 2025**

**OPEN ACTION ITEMS**

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