

MINUTES	MEETING	TIME
STRATEGY AND POLICY COMMITTEE	THURSDAY, 31 AUGUST 2017	10.00 AM

Minutes of a meeting of the **Strategy and Policy Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 31 August 2017**, commencing at 10.00am.

PRESENT	Cr	J	Cootes	Chair
	Mayor	K	Gurunathan	
	Cr	M	Benton	
	Cr	A	Buswell	
	Cr	M	Scott	
	Cr	J	Elliott	
	Cr	J	Holborow	
	Cr	F	Vining	
	Cr	D	Scott	
	Cr	M	Cardiff	
	Cr	J	Howson	
ATTENDING	Mr	P	Dougherty	Chief Executive
	Mr	K	Currie	Group Manager Regulatory Services
	Mr	M	Pedersen	Group Manager Community Services
	Mr	W	Maxwell	Group Manager Corporate Services
	Mr	M	de Haast	Chief Financial Officer
	Ms	N	Williams	Manager, Research Policy & Planning
	Ms	S	Hutcheson	Principal Policy Advisor
	Mr	P	Hughes	Member, Paekākāriki Community Board
	Ms	M	Stevens	Member, Ōtaki Community Board
	Ms	K	Spiers	Member, Paraparaumu/Raumati Community Board
	Ms	T	Waye	Executive Secretary, Community Services
APOLOGIES	Mr	R	Spratt	Māori Representative
	Mr	J	Seamark	Member, Waikanae Community Board
	Ms	S	Stevenson	Group Manager Strategy and Planning

**SPC 17/08/058**  
**WELCOME**

The Chair welcomed everyone to the meeting, read the Council blessing and declared the meeting open.

**SPC 17/08/059**  
**(a) Apologies**

**MOVED (M SCOTT/GURUNATHAN)**

**That apologies from Russell Spratt, Jeremy Seamark and Sarah Stevenson be accepted.**

**CARRIED**

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(b) **Declarations of Interest Relating to agenda items.**

It was noted that Crs Buswell, Cootes and Elliott are involved in retail businesses and Cr Cootes is a Trustee of the Meadows New Life Trust which is a church. However it is not considered that this affects their ability to participate in discussion on Agenda Item 7, Proposed Easter Sunday Shop Training Policy.

**SPC 17/08/060**

**PUBLIC SPEAKING TIME (for items relating to the agenda)**

There was no public speaking.

**SPC 17/08/061**

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses:  
There were no public speakers so no responses were necessary.
- (b) Leave of Absence:  
There was none.
- (c) Matters of an Urgent Nature:  
There were no matters of an urgent nature.

**SPC 17/08/062**

**YOUTH DEVELOPMENT CENTRE UPDATE YEAR TWO (SP-17-292)**

Matt Graham and David Orchard from Zeal Education Trust (Zeal) gave a presentation updating the meeting on Zeal's activities over the past year. Highlights included:

- Launch of the Music Box initiative
- Gateway programmes have been launched providing training in Barista, Live Sound and Event Management
- Two new interns have been taken on
- They have run eight engagement events and been involved in 23 community events
- A particular highlight is the strong relationships that have been built with colleges in the district

Mr Graham then provided an update on the building project timeline. He confirmed that funding had been secured and showed the updated design plans. Building is expected to commence in October/November and to be completed in March/April 2018.

The Chair commended Zeal on the work done to date.

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**MOVED (M SCOTT/HOLBOROW)**

**That the Strategy and Policy Committee notes the outcomes and results achieved for Year Two of the Youth Development Centre Contract with Zeal Education Trust.**

**That the Strategy and Policy Committee notes the key deliverables for Year Three of the Youth Development Centre Contract with Zeal Education Trust.**

**CARRIED**

*Cr Elliott left the meeting at 10.30am and returned at 10.31am.*

**SPC 17/08/063**

**PROPOSED EASTER SUNDAY SHOP TRADING POLICY (SP-17-288)**

Ms Sam Hutcheson, Principal Policy Advisor, spoke to the report and confirmed it referred to trading on Easter Sunday only. She said a policy would allow trading. No policy would mean no change to the currently restricted trading. Much of the detail is determined by the Shop Trading Hours Act 1990 and it is the Ministry of Business, Innovation and Enterprise (MBIE) who has responsibility for implementation of the Act.

**SPC 17/08/063**

**PROPOSED EASTER SUNDAY SHOP TRADING POLICY (SP-17-288)**

**MOVED (BENTON/CARDIFF)**

**That the Strategy and Policy Committee approves the Draft Local Easter Sunday Shop Trading Policy as amended, as a document that allows consultation and meets the statutory requirements for a Statement of Proposal and Summary for consultation with the community.**

**CARRIED**

**Abstained: Cr Elliott**

**SPC 17/08/064**

**PROPOSAL FOR REGIONAL CLIMATE CHANGE WORKING GROUP (SP-17-294)**

Ms Nicki Williams, Manager Research Policy and Planning, presented a video from the Greater Wellington Regional Council website, which relates to the NIWA report being considered.

*Cr D Scott left the meeting at 10.55am.*

*Cr M Scott left the meeting at 10.57am and rejoined the meeting at 11.00am.*



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**MOVED (VINING/ELLIOTT)**

**It is recommended that the Strategy and Policy Committee:**

- **Receives the NIWA report Climate Change and variability – Wellington Region prepared for Greater Wellington Regional Council June 2017.**
- **Notes that the Proposed Regional Climate Change Working Group is proposed to address mitigation (reducing emissions) and adaptation (preparing for impacts such as sea level rise) issues. In addition the work of the Regional Natural Hazards Management Strategy relating to climate change would be reported to the Working Group.**
- **Agrees to appoint two representatives:**
  - **The Mayor and Deputy Mayor (as alternate) as Climate Change Action Leader members of the Regional Climate Change Working Group.**
- **Notes that recommended Terms of Reference for the Regional Climate Change Working Group will be brought back to the Council for agreement prior to the Working Group proceeding.**
- **Council notes that the Mayor is a signatory to the LGNZ Position Statement on Climate Change.**

**CARRIED**

**SPC 17/08/65**

**CONFIRMATION OF MINUTES: 20 JULY 2017**

**MOVED (M SCOTT/ELLIOTT)**

**That the minutes of the Strategy and Policy Committee meeting held on 20 July 2017 be adopted as a true and correct record of that meeting.**

**CARRIED**

*The meeting adjourned at 11.10am and reconvened at 11.17am.*

**SPC 17/08/66**

**PUBLIC SPEAKING TIME (covering other items if required)**

Mrs Jill Stansfield read out a letter which had been sent from the Older Persons' Council to Elected Members and Council staff. The letter referred to the Age Friendly Steering Group which had been set up in 2015 with the objective of encouraging the introduction of the World Health Organisation's Age Friendly Communities Project into the Kapiti Coast district. She outlined activities currently being undertaken by the Age Friendly Steering Group and requested that the Council introduce a formal strategy and policy to include age-friendly dimensions into district planning.

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**SPC 17/08/067  
PUBLIC EXCLUDED RESOLUTION**

**MOVED (M SCOTT/GURUNATHAN)**

**That the Strategy and Policy Committee move into a Public Excluded meeting with the allowance that Community Board members be allowed to remain:**


<p><b>PUBLIC EXCLUDED RESOLUTION</b></p> <p>That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public (with the exception of Community Board representatives) now be excluded from the meeting for the reasons given below, while the following matters are considered:</p> <ul style="list-style-type: none"> <li>• Kāpiti Community Centre Facility (SP-17-183)</li> </ul> <p>The general subject of each matter to be considered, while the public are excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:</p>		
<p><b>General subject of each matter to be considered</b></p>	<p><b>Reason for passing this resolution in relation to each matter</b></p>	<p><b>Grounds under Section 48(1) for the passing of this resolution</b></p>
<p><b>Kāpiti Community Centre Facility (SP-17-183)</b></p>	<p><b>Section 7(2)(b)(ii) – would be likely unreasonable to prejudice the commercial position of the person who supplied or who is the subject of the information.</b></p>	<p><b>Section 48(1)(a) - that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</b></p>

**CARRIED**

*The Strategy and Policy Committee moved into a public excluded session at 11.21am.*

*The Strategy and Policy Committee came out of the public excluded session at 12.52pm.*

*The Strategy and Policy Committee meeting closed at 12.53pm.*

  
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Chairperson

12/10/17  
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Date