

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
STRATEGY AND POLICY COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 5 SEPTEMBER 2019 AT 10.00AM**

PRESENT: Cr James Cootes, Mayor K Gurunathan, Cr Janet Holborow, Cr Mark Benton, Cr Angela Buswell, Cr Mike Cardiff, Cr Jackie Elliott, Cr Michael Scott, Cr Fiona Vining, Mr Bill Carter (Māori representative)

IN ATTENDANCE: Paul Hughes (Mr), Marilyn Stevens (Ms), Kathy Spiers (Ms), Wayne Maxwell (Mr), Natasha Tod (Ms), Sean Mallon (Mr), Janice McDougall (Mrs), Mark de Haast (Mr), James Jefferson (Mr), Vyvien Starbuck-Maffey (Ms), Sara Foote (Ms), Brandy Griffin (Ms), Tania Parata (Ms), Claire Rewi (Ms)

APOLOGIES: Cr John Howson

LEAVE OF ABSENCE: Cr Mike Cardiff

1 WELCOME

The Chair welcomed everyone to the last meeting of the Committee for this Triennium. He circulated a list of Committee achievements, and thanked Council staff for their support.

2 COUNCIL BLESSING

3 APOLOGIES

MOVED (SCOTT / BENTON)

That an apology from Cr Howson be accepted.

CARRIED

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were no declarations.

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

There were no public speakers.

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – none were required
- (b) Leave of Absence – none was requested
- (c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting) - no matters were advised

7 UPDATES

7.1 SOCIAL INVESTMENT REPORT BACKS

Tania Parata introduced a number of presenters from community organisations reporting back:

(a) Terry Poko and Raechel Osborne from Kāpiti Youth Support outlined the objectives for a funded project 'He Kākano' which helped young people grow and flourish in their communities. Copies of their report were tabled and circulated. They also spoke about a Health and Wellbeing reporting tool which had been developed and was in use across New Zealand. The Committee lauded their work. However, the speakers commented that the relentless search for funding made the organisation vulnerable.

(b) Barbara Rudd from Ngā Hapū o Ōtaki reported on her project's achievements against the Council's outcome 'Connected Communities'. She commended the support of Council staff Tania Parata, Claire Rewi and Emma Haxton. She outlined the initiatives to support leadership.

(c) Louise Waterworth from the Kāpiti Women's Centre and Wendy Scott from Kāpiti Living without Violence cited statistics about family violence in the area and the number of clients they had been servicing as well as the challenges in doing so. More staff had been recruited to cope with increasing demand. They tabled copies of a timeline of achievements so far.

(d) Susan Ansell and Tim Smith representing Volunteer Kāpiti and the Kāpiti Impact Trust respectively spoke to a powerpoint presentation on 'Building a capable sector'. They outlined a variety of workstreams and key findings which included the observation that the community sector did not see itself as a sector, perhaps because of organisations having to compete for scarce resources. The next steps included identifying training opportunities.

The meeting adjourned at 11.30am and reconvened at 11.45am.

7.2 AGE FRIENDLY STRATEGY DEVELOPMENT

Claire Rewi and Tania Parata spoke to a powerpoint presentation providing an update on progress with developing the strategy, and acknowledging those who had worked to bring this concept to the Kāpiti Coast ten years ago, and existing achievements in moving towards an age-friendly Coast. A World Health Organisation template was being customised through a co-design process with major stakeholders such as Grey Power Kāpiti, the Older Persons' Council and Age Concern Kāpiti and Māori/iwi representatives. Kevin Burrows from Grey Power Kāpiti and Trevor Daniell from the Kāpiti Older Persons' Council also provided commentary.

Brandy Griffin outlined the phases of the strategy development and described next steps.

8 REPORTS

8.1 REVIEW OF THE BEACH BYLAW 2009

Mark de Haast introduced Brandy Griffin who spoke to a presentation. Public consultation would commence immediately after the election. Key legislative timeframes were outlined and the shift in meeting these was explained. Council had done data collection and analysis as groundwork. Research is continuing. Other issues include safety around use of longline fishing systems, protection of natural environment, jurisdictional issues, and implementation and enforcement. The need to have extensive interaction and consultation with iwi partners, as well as community boards, community groups, and other groups, was emphasised.

Māori representative Bill Carter sounded a cautionary note as each iwi has a specific area of coastline and this should be kept in mind during consultation. The discovery and disposal of koiwi (on the beach) would continue to be a significant issue, especially with increasing coastal erosion.

MOVED (BENTON / ELLIOTT)

The Strategy & Policy Committee note this update on the 2009 Beach Bylaw Review Project, and note that engagement with the community and key stakeholders will commence in mid-October 2019.

CARRIED

8.2 KAPITI COAST DISTRICT COUNCIL FILM FRIENDLY POLICY 2019 AND SCREEN WELLINGTON MEMORANDUM OF UNDERSTANDING

Brandy Griffin spoke to the report. The Committee expressed concern around the issue of lack of direct consultation and involvement with iwi and agreed to have this concern reflected in the resolutions. It was also agreed to include in the policy a reference to film-makers taking a sustainable approach when operating in order to be fair and consistent with this requirement being mandated for event organisers.

The meeting adjourned at 12.50pm and reconvened at 1.20pm.

MOVED (SCOTT / ELLIOTT)

That the Council:

- **Repeal the Kapiti Coast District Council Film Friendly Policy 2012;**
- **Adopt the Kapiti Coast District Council Film Friendly Policy 2019 (as attached in Appendix 1 to this report), with an additional provision to ensure that before any film permits are granted appropriate steps are taken to fully respect and honour any and all culturally significant sites in the District;**
- **Delegate authority to the Chief Executive, the Chair of the Committee, and Mr Bill Carter as Māori representative to the Committee, to approve the additional provision about respecting and honouring culturally significant sites;**
- **Approve the 2019 Memorandum of Understanding between Kapiti Coast District Council and Screen Wellington (as attached in Appendix 2 to this report); and**
- **Delegate authority to the Chief Executive to execute the 2019 Memorandum of Understanding between Kapiti Coast District Council and Screen Wellington.**

CARRIED

8.3 2018-2021 POLICY WORK PROGRAMME UPDATE

Brandy Griffin spoke to the report. The Gifting Policy would be completed in a shorter timeframe than that proposed, if possible, given that the rest of the programme represented a considerable workload for staff.

With regard to the Market Policy it was noted that Community Boards should be given the opportunity to consider this. Staff responded by saying that was the intention but the learnings from the Paraparaumu Beach Market relocation would inform this discussion.

MOVED (SCOTT / BUSWELL)

It is recommended that the Strategy & Policy Committee note the projects on the Policy Work Programme that:

- have been completed;
- are in process with no known concerns;
- are in process with some delays; and
- are currently on hold.

It is recommended that the Strategy & Policy Committee approve the following proposed amendments to the 2018-2021 Policy Work Programme:

- Backflow Study completion date changed to December 2019;
- Land Audit completion date changed to March 2020;
- Economic Development Strategy Refresh completion date changed to February 2020;
- Development of a Market Policy added, with the expectation that the project would commence in March 2020 for completion in February 2021;
- Development of a Gifting Policy added, with the expectation that the project would commence in November 2019 for completion in June 2020;
- Regional Approach to Climate Change & Community-led Coastal Adaptation completion date changed to June 2021; and
- National and Regional Climate Change and Coastal Adaptation Working Groups completion date changed to June 2021.

CARRIED

9 CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES - 20 JUNE 2019

MOVED (HOLBOROW / VINING)

That the minutes of the Strategy and Policy Committee meeting held on 20 June 2019 be adopted as a true and correct record of that meeting.

CARRIED

10 PUBLIC SPEAKING TIME

- There was none.

11 PUBLIC EXCLUDED REPORTS

The public excluded report included a number of items for consideration in public excluded session. However, before passing a resolution to go into public excluded session, the Committee agreed that only one of these items (4H) should be discussed in public excluded session as none of the rest appeared to meet the criteria for being treated confidentially. These remaining items should be dealt with in a future public meeting of Council to allow the public the opportunity to comment.

Group Manager Regulatory Services Natasha Tod explained that under Standing Orders it was consistent to hear the deliberations on the remaining items in public excluded session but if Crs wished to do so in public that was their decision.

RESOLUTION TO EXCLUDE THE PUBLIC**PUBLIC EXCLUDED RESOLUTION 2019/1**

Moved: Cr Michael Scott

Seconder: Cr Jackie Elliott

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each 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) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
PDP: Variation 4 (H) ONLY	<p>Section 7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>Section 7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or</p>	<p>Section 48(1)(a)(i) - the public conduct of 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 under section 6 or section 7</p>

	which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	
11.2 - Confirmation of Public Excluded Minutes - 20 June 2019	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p>	Section 48(1)(a)(i) - the public conduct of 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 under section 6 or section 7

That the remaining items PDP: Variation 4 (A-G) be brought back to a future meeting of Council to be discussed in public session.

CARRIED

MOVED (SCOTT / HOLBOROW)

That the Strategy and Policy Committee moves out of a public excluded meeting.

CARRIED

The Strategy and Policy Committee meeting went into public excluded session at 1.35pm.

The Strategy and Policy Committee came out of public excluded session at 1.47pm.

The Strategy and Policy Committee meeting closed at 1.47pm.


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CHAIRPERSON

26/9/19
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Date


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CHIEF EXECUTIVE

1/10/19
.....
Date