

15 September 2021

Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) – reference: 2122-59

I refer to your information request received on 25 August 2021 for the following:

Please send more info including reasons for recommending abolition of Waikanae Board.

Council response regarding your request

Information on the reasons why the initial representation review proposal that is currently open for public consultation does not include a Waikanae Community Board is available publicly on the Council's website in the following locations:

- Representation review discussion document '[Have your say](#)'
- [Council agenda and report dated 26 August 2021](#) (the reasons that community boards have not been included in Council's initial proposal are outlined in paragraphs 59-68 of this report. You can also watch a recording of the Council meeting and deliberation here – [Part 1](#) and [Part 2](#))
- Resolution from Council meeting dated 26 August 2021 (attached)
- Presentations from Council representation review briefings on [1 June 2021](#), [29 June 2021](#), [27 July 2021](#) and [10 August 2021](#) (refer to the briefing dated 29 June 2021 for the four options that were initially considered).

While the information you have requested is publicly available as part of the public consultation process now open for submissions, I have included below additional information on the process undertaken to date and reasons why community boards are not part of the initial proposal.

Representation review process

The Local Electoral Act 2001 requires all local authorities to review their representation arrangements at least once every six years to ensure the arrangements provide fair and effective representation for their communities of interest.

One of the things all local authorities are legislatively required to consider as part of a representation review is whether or not to have community boards and, if so, how many and what their boundaries and membership should be.

The current representation arrangements for Kāpiti Coast District Council have been in place since 2004. As you may be aware, the current model has four community boards across the district, including the Waikanae Community Board.

On 29 October 2020, Councillors resolved to adopt a Council-led representation review process involving a staff-led project team to manage the representation review. The project team was established in November 2020 and is resourced by staff supported by Election Services for specialist support on legal and technical requirements, and independent design-research company Empathy Design for specialist support with community engagement and design research (engagement and research).

On 1 June 2021 Empathy Design presented the preliminary engagement and research findings to both Council and Community Board representatives. The detailed findings that relate to community boards are set out at pages 19-21 and 25-26 of the [Empathy Design report](#). In summary, the research indicated community boards added a confusing layer of bureaucracy, particularly for our more in-need and currently disenfranchised and marginalised communities. The alternative view was that community boards can be a great tool for representation in bringing the voice of the community to Council, but they don't have the teeth they need. Copies of the slides from both briefings are available on our website via the following links ([Council briefing dated 1 June 2021](#); [Community Board briefing dated 1 June 2021](#)).

Between June and August 2021, a range of potential representation arrangements were explored by Councillors in an effort to identify options that best balance the community views from the engagement and research, the input from elected members (including community boards) and the legislative requirements of the Local Electoral Act 2001 and Local Government Commission guidelines. Some options included community boards and others did not. In exploring the different options, Councillors considered how to best achieve fair and effective representation for the district that also reflected the district's communities of interest. This involved balancing the following factors: the number of Councillors; whether Councillors should be elected from wards, district-wide or both; and whether Council should have community boards.

At the Council Meeting on 26 August 2021, Councillors approved the initial representation review proposal, which forms the basis of the option that is currently open for public consultation. A copy of the full Council Report is available on our website via this link [here](#). The reasons that community boards have not been included in Council's initial proposal are outlined in paragraphs 59-68 of this report. You can also watch a recording of the Council meeting and deliberation here – [Part 1](#) and [Part 2](#).

Council's initial proposal is now open for public submissions through until **5:00pm on Monday 4 October 2021** and we would encourage you to make a submission and have your say.

There are a few different ways you can make a submission:

1. Complete your submission online at:
<https://haveyoursay.kapiticoast.govt.nz/representation-review>
2. Fill out or print the [PDF](#) (add extra pages if needed) and email it to us at representation.review@kapiticoast.govt.nz

Or mail it back to us at:

Freepost Authority Number 166326

Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254
Attention: Representation Review

3. On Wednesday, 8 September, a full copy of the consultation document was included as a supplement to the Kāpiti News. Complete the submission form and mail to us at the address above.
4. When COVID-19 alert levels permit Council Facilities to re-open, you can obtain and submit hard copies during normal business hours at Council's main office or any Kāpiti Coast District Council library or service centre.

Yours sincerely



Janice McDougall
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Te Kaihautū, ngā Rangapū, Tāngata hoki