

MINUTES	MEETING	TIME
KĀPITI COAST DISTRICT COUNCIL	THURSDAY 2 MARCH 2017	10.05 AM

Minutes of the meeting of the Kapiti Coast District Council on Thursday 2 March 2017, commencing at 10.05 am in Council Chambers, Ground Floor, Kapiti Coast District Council, 175 Rimu Road, Paraparaumu.

PRESENT

Mayor	K	Gurunathan	(Mayor, Chair)
Cr	J	Holborow	
Cr	A	Buswell	
Cr	M	Cardiff	
Cr	J	Cootes	
Cr	J	Elliott	
Cr	D	Scott	
Cr	F	Vining	

ATTENDING

Mr	P	Edwards	(Chair, Paekākāriki Community Board)
Mrs	J	Prvanov	(Chair, Waikanae Community Board)
Ms	M	Stevens	(Deputy Chair, Ōtaki Community Board)
Mr	J	Best	(Chair, Paraparaumu-Raumati Community Board)
Mr	P	Dougherty	(Chief Executive)
Ms	M	Hakaraia	(Delegate from Te Whakaminenga o Kāpiti)
Mr	M	Pedersen	(Group Manager, Community Services)
Mr	W	Maxwell	(Group Manager, Corporate Services)
Ms	S	Stevenson	(Group Manager, Strategy and Policy)
Mr	S	Mallon	(Group Manager, Infrastructure Services)
Ms	E	Haxton	(Programme Advisor - Social)
Ms	T	Parata	(Manager, Programme Design and Delivery)
Mr	M	Hammond	(Recreation Facilities Coordinator)
Mr	B	Turner	(Chief Executive Officer, ZEAL)
Mr	M	Grey	(National General Manager, ZEAL)
Mr	D	Orchard	(Regional Manager, ZEAL)
Mr	B	Keiboom	(Youth Councillor)
Ms	P	Bertelsen	(Youth Councillor)
Mr	F	Galbraith	(Youth Councillor)
Ms	V	Starbuck-Maffey	(Democracy Services Manager)

APOLOGIES Cr P Gaylor (Greater Wellington Regional Council)

LEAVE OF ABSENCE Cr M Benton
Cr J Howson
Cr M Scott

The Mayor welcomed everyone to the meeting. Mahinarangi Hakaraia read the Council blessing in te reo Māori.

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APOLOGIES

It was noted that Crs Benton, Howson and M Scott were on leave of absence.

An apology from Regional Councillor Penny Gaylor was noted.

DECLARATIONS OF INTEREST

Cr Vining declared an interest in relation to agenda item 10.

KCDC 17/03/058

PUBLIC SPEAKING TIME (for items relating to the agenda)

- 1) Rudy Chartier spoke on behalf of the Raumati Village shop owners (who were also present) about the upgrading of the Raumati Village area.
 - They had been working with the Paraparaumu-Raumati Community Board on this issue. Current problems in the area included speeding traffic, congested access and inadequate parking.
 - It was noted that there had already been consultation on this matter some time ago, and the planning stage had been reached but not advanced. Mr Chartier thought that Council should not start the consultation all over again but revisit it and work on making immediate modifications, especially in view of the Expressway's opening which was going to impact Raumati as much as the larger Town Centres of Waikanae and Paraparaumu.
 - Constraints on progressing the project were discussed as Council was already quite stretched with some major projects in the community. The Chief Executive commented that when Council had been doing the stormwater upgrading work in Raumati Village area the response had been from that community that it had been so disruptive a bit of a break would be welcomed before more work was done, so Council turned its attention (and funding) to work in Ōtaki. Then, with the focus on the Town Centres the Raumati project had not been revisited.
 - The group of business owners would continue to work closely with the Community Board and Council on this matter.
- 2) Youth Councillors Ben Kieboom, Phoebe Bertelsen and Finnian Galbraith spoke about agenda item 7, and gave a powerpoint presentation, emphasizing the importance of the youth centre, not just to youth but to the wider community as well. They also spoke about the role of ZEAL and the success of its satellite services (eg the coffee cart). They mentioned that Ōtaki youth had indicated they would travel to use the centre.

KCDC 17/03/059

UPDATE: CR PENNY GAYLOR, GREATER WELLINGTON REGIONAL COUNCIL (GWRC)

Cr Gaylor could not attend today.

KCDC 17/03/060

MEMBERS' BUSINESS

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- (a) Public Speaking Time Responses – covered.
- (b) Leave of Absence – none was requested.
- (c) Matters of an Urgent Nature – Cr Elliott raised the matter of the Expressway. She thanked ex-Mayor Jenny Rowan and her Council for the decision to join the New Zealand Transport Agency (NZTA) Alliance. She invited all Councillors to acknowledge over a million plants planted, cycleways developed and five times more wetland environments created as part of this project. She acknowledged the Chief Executive's contribution.

KCDC 17/03/061

APPOINTMENT OF COUNCIL REPRESENTATIVE TO TE NEWHANGA KAPITI COMMUNITY CENTRE TRUST (SP-17-129)

Tania Parata introduced the report.

MOVED (Holborow/Vining)

That the Mayor on behalf of the Council acknowledges Ms Wooding's contribution and dedication to her role as the Council appointed representative to the Trust, since 2014.

That the Council confirms the appointment of the Councillor John Howson to Te Newhanga Kāpiti Community Centre Trust for the 2016-2019 Triennium.

CARRIED

KCDC 17/03/062

YOUTH DEVELOPMENT CENTRE FIT OUT FUNDING (SP-17-130)

Emma Haxton spoke to the report with a powerpoint presentation; the next Lotteries funding round was on 8 March and ZEAL had been advised to re-apply. She explained the reallocation of funding proposed in the report and how the contract with ZEAL had progressed.

It was noted that the delivery of the satellite services in the community was ahead of intended dates.

There was discussion about the relationship and engagement with iwi groups in the District.

Brooke Turner, Matt Grey and Dave Orchard from ZEAL presented to Council about outcomes from the contract and how to progress the centre project.

Cr D Scott left the meeting at 11.35am.

MOVED (Cootes/Holborow)

That the Council approves recommendations in Option1 of report SP-17-130, to:

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- (1) re-purpose \$75,000 of the 2017/2018, Zeal Education Trust contract funding, for fit-out of the Youth Development Centre;
- (2) increase its one off capital funding contribution to the Youth Development Centre fit out by \$75,000, resulting in a capital contribution of \$325,000 in 2017/2018 (from \$250k to \$325K)

That the Council delegate authority to the Chief Executive Officer to write a letter to the Lotteries Community Facilities Fund prior to March 8 stating the Council has approved an additional \$150,000 for the fit-out of the Youth Development Centre.

That Zeal present the outcome of their Lotteries Fund application, once the decision is known, in a briefing to Council.

CARRIED

The meeting adjourned at 11.37am and reconvened at 12.20pm.

KCDC 17/03/063

FEES FRAMEWORK FOR NON-ELECTED MEMBERS (Corp-17-085)

Vyvien Starbuck-Maffey spoke to the report which sought Council's approval for a framework with which to pay non-elected members for their governance roles on a number of Council bodies.

MOVED (Cootes/Vining)

That Council approves the Draft Fees Framework and Expenses Policy for Non-Elected Members as at Appendix 2 of report Corp-17-085.

CARRIED

KCDC 17/03/064

LEASE FOR ELIZABETH STREET RESERVE, WAIKANAE BRIDGE CLUB INC (CS-17-073)

Max Pedersen and Mark Hammond introduced the report.

MOVED (Cardiff/Vining)

That the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for 5 years, commencing 1 April 2017 with Waikanae Bridge Club Inc, for the land at Elizabeth Street Reserve shown in Appendix 1 to report CS-16-073 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

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KCDC 17/03/065

LEASE FOR ELIZABETH STREET RESERVE, WAIKANAE MONTESSORI PRE SCHOOL (CS-17-124)

Cr Vining had declared an interest.

Max Pedersen and Mark Hammond introduced the report.

MOVED (Holborow/Howson)

That the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for twenty years, commencing 10 April 2017 with Waikanae Montessori Pre School, for the land at Elizabeth Street Reserve shown in Appendix 1 to report CS-17-124 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

Cr Vining abstained from voting.

KCDC 17/03/066

LEASE FOR ŌTAKI DOMAIN, RAHUI RUGBY CLUB (CS-17-125)

Max Pedersen and Mark Hammond introduced the report.

The annual rental was clarified. Ongoing discussions with the Club had resolved who was responsible for which areas of the property.

MOVED (Cardiff/D Scott)

That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-17-125) for the land at Ōtaki Domain, Paraparaumu, shown in Appendix 1, to the Rahui Rugby Club.

That if any submissions or objections are made, these be considered at the Council meeting of 29 June 2017.

That if no submissions or objections are received, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for ten years with two further ten year rights of renewal commencing 10 April 2017 with the Rahui Rugby Club, for the land at the Ōtaki Domain shown in Appendix 1 of this report (CS-17-125) at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

KCDC 17/03/067

HEALTH AND SAFETY LEADERSHIP CHARTER (CE-17-131)

Dianne Andrew spoke to this report and answered questions. There was a general discussion about the issue of community volunteer workers being involved in, for example, the renovation of council-owned toilets. The CE clarified that under the new health and safety legislation it was now likely that volunteers would not be involved in

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doing this type of work. This was because if a volunteer worked in a project Council was directing or under the direction of the Council they would need to be treated – to comply with the new health and safety legislation – the same as employees and the Council would be responsible for establishing whether they had the right skills, training and safety equipment and this would come at a cost to the council.

Volunteer and community groups in general are themselves facing similar issues regarding compliance with the new health and safety legislation.

MOVED (D Scott/Buswell)

That the Council adopts the Health and Safety Leadership Charter attached as Appendix 1 to this report CE-17-131 for the duration of the current triennium.

CARRIED unanimously

KCDC 17/03/068

REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS (Corp-17-121)

MOVED (Vining/Howson)

That Council ratifies the following resolution by the Paraparaumu-Raumati Community Board:

- a) **The installation of broken yellow line road markings on the south eastern side of Hudson Place which prohibit parking on Hudson Place for a distance of 100m south west of the intersection of Hudson Place and Mazengarb Road. As shown in in Appendix 1 of report IS-16-1948.**
- b) **The installation of broken yellow line road markings on the south western side of Mazengarb Road, which prohibits parking on Mazengarb Road for a distance of 30 metres south east of the intersection of Hudson Place and Mazengarb Road. As shown in Appendix 1 of report IS-16-1948.**

CARRIED

MOVED (Mayor/Holborow)

That Council ratifies the following resolutions of the Waikanae Community Board:

That the Waikanae Community Board approves the implementation of an EV-only and P120 parking restriction (including the installation of

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associated signage and ground marking) on the carpark indicated in Appendix 1 of report IS-16-1949.

That the Waikanae Community Board retrospectively approves the installation of parking restrictions on Pehi Kupa Street as indicated in Appendix 1 of report IS-17-099.

CARRIED

MOVED (Howson/Cootes)

That Council receives Report Corp-17-121 (Reports and Recommendations from Standing Committees and Community Boards).

CARRIED

Cr Elliott left the meeting at 12.04 and returned at 12.06pm.

There was discussion about the recommendation from the Paraparaumu-Raumati Community Board which requested Council to resume the historic work regarding the Raumati Beach Town Centre. The Ward Councillor Fiona Vining spoke in support of the recommendation, especially given the large number of shop owners who had appeared in Public Speaking Time today. She asked for clarification of the process for moving the issue forward.

The Chief Executive agreed there would have to be further discussion but it did come back to the conversations through the recent Annual Plan workshops about workload. Consultation would have to be recommenced as the wider community might want different things to those highlighted by shop owners. This would have to be worked through. Some minor projects – for example reviewing the state of the footpath and the marking of the carpark - might be possible if funding was allocated through the Annual Plan. Reviewing the speed restriction through Raumati was on the work programme already.

Kevin Currie clarified that parking restrictions were enforced in the Raumati Village area.

The Community Board had submitted to the Annual Plan and was aware of placement of the project in the LTP. The project needed to be brought forward especially in view of the Expressway's impact on the area.

The Chief Executive clarified that bringing the project forward needed to be part of the LTP discussions next year. The Chief Executive's submission to the Annual Plan could include suggestions for what Council could do for Raumati that was reasonably easy to achieve in the short term.

MOVED (Holborow/Vining)

That Council investigate short term measures to improve the environment at Raumati Village and report back as part of the Chief Executive's Report to the Annual Plan and acknowledges strong support from the Raumati business community in achieving further improvements.

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That Council notes that further work in Raumati Village will be considered as part of the Long Term Plan process.

CARRIED

Councillors acknowledged the partnership process between Council, the Paekākāriki Community Board and the Community Design Group in the development of the seawall replacement solution.

KCDC 17/03/069

CONFIRMATION OF MINUTES – 26 JANUARY 2017

MOVED (Cootes/Holborow)

That the minutes of the Council meeting on 26 January 2017 be accepted as a true and accurate record of that meeting.

CARRIED

KCDC 17/03/070

PUBLIC SPEAKING TIME (covering other items not on the agenda)

1. Salima Padamsey spoke about inaccurate information supplied in a recent response to an Official Information Act request concerning the minutes of 15 December 2016. The Chief Executive and Mayor said that any inaccuracy would be investigated and if verified the minutes would be resubmitted to an upcoming Council meeting and the Mayor would respond in due course. Minutes underwent a comprehensive clearance process.
2. John Le Harivel spoke to his submission about proposed works to the Mazengarb Drain, describing the nature, impact and reasons for increased flooding problems at the site and urging Council to deal with stormwater issues in a holistic and comprehensive way.
3. Philip Edwards Chair of the Paekākāriki Community Board spoke about an enquiry he had had from a resident about members of the public crossing a piece of his land, and his (the property owner's) health and safety liability should anyone injure themselves doing so. The Chief Executive clarified the different scenarios where Council may have liability but providing advice on this matter was not Council's responsibility.

The meeting adjourned at 12.45pm.

The meeting reconvened at 1.22pm went into public excluded session.

KCDC 17/03/071

RESOLUTION TO GO INTO PUBLIC EXCLUDED

MOVED (Holborow /Cootes)

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<p>PUBLIC EXCLUDED RESOLUTION</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"> • Appointment of Community Representatives to the Grants Allocation Committee (Corp-16—75) • Te Newhanga Kāpiti Community Centre Lease (SP-17-133) • Upgrade of Kāpiti Lights Business Partnering and Funding Agreement (IS-16-001) • Recommendation from Chief Executive Performance and Employment Committee • Confirmation of Public Excluded Minutes : 26 January 2017 <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>Appointment of Community Representatives to the Grants Allocation Committee (Corp-16-075)</p>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p>	<p>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.</p>
<p>Te Newhanga Kāpiti Community Centre Lease (SP-17-133)</p>	<p>Section 7(2)(b)(ii) - would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(j) – prevent the disclosure or use of official information for improper gain or improper advantage.</p>	<p>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.</p>

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<p>Upgrade of Kāpiti Lights Business Partnering and Funding Agreement (IS-16-001)</p>	<p>Section 7(2)(b)(ii) – protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(j) – prevent the disclosure or use of official information for improper gain or improper advantage.</p>	<p>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.</p>
<p>Recommendation from Chief Executive Performance and Employment Committee</p>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>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.</p>
<p>Confirmation of Public Excluded Minutes : 26 January 2017</p>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority ... in the course of their duty.</p>	<p>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.</p>

CARRIED

The meeting came out of public excluded session at 3.07pm and was closed.

Signed / / 2017

Mayor K Gurunathan, Mayor