

# Our activities and services

What we've done in the past  
three years and what we're  
planning in the next triennium

**2019 Pre-Election Report Supplement**



Cover photo: Mark Coote

The new Ōtaki River bridge for the PP20 expressway in construction, parrallel to the old rail bridge.

# 2019 Pre-Election Report - Supplement

This Pre-Election Report Supplement provides a summary of the key activities and services provided in the past three years and a brief overview of planned actions and general direction for the coming triennium.

We organise our work in the community into four clusters – Infrastructure, Place and Space, Planning and regulatory services, and Governance and tāngata whenua.

In each cluster, there are a number of specific services and activities which each have key pieces of work that are contributing to our vision for the Kapiti community.

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# Infrastructure

Infrastructure is the single biggest item of council spending across the Kāpiti district.

It includes many of the essential services we provide to residents, businesses and schools – supplying clean drinking water, ensuring there are systems for removing wastewater and stormwater, and managing local roading. Infrastructure also covers coastal management and solid waste.

Our infrastructure spending is a mix of service delivery, maintenance, replacement and renewals, and new construction.

## **In this section you'll find:**

Water

Access and transport

Coastal management

Stormwater

Wastewater

Solid waste

# Water

Council is committed to providing a safe and reliable drinking water supply to our communities. We spend around \$8.0 million a year on operating costs for water management (9.8% of our total operating expenditure).

## What we've done in the last 3 years

### He taonga te wai – water is precious

#### *A secure water supply solution*

The need to secure a sustainable, consentable, and cost effective long-term water supply solution led to the Council's commitment to the River Recharge with Groundwater scheme. After significant development, consultation and construction this scheme was commissioned in 2014/15.

#### **Green four star ratings from GWRC**

Over the 2016–19 period Council completed the baseline monitoring phase of this scheme, receiving the green four-star compliance rating from Greater Wellington Regional Council (GWRC) three years in a row. This is the highest resource consent compliance rating and means the scheme not only complies but its management has been excellent.

Over this period, we completed all the required steps in our work programme. We got permission from GWRC to expand from using four bores to the full eight bores developed for the scheme, completed the third and final year of baseline environmental monitoring, secured the removal of the 20% river recharge discharge limit so that we could use our bores to the full extent when needed, and had all four of our Ongoing Mitigation Plans approved by GWRC.

Since the adoption of the river recharge scheme bore water is used to 'recharge' the river in summer during periods of low river flow and maintain the minimum downstream flow of the river. This means that only river water is used to supply customers on the Waikanae water supply scheme. The bores also remain as an emergency supply for the scheme as a back-up to river water.

The use of river water only for the Waikanae supply has seen resident satisfaction with the quality of the water supply improve steadily from a low of 51% in 2014/15 to 80% in 2017/18. Results just in confirm it reached 85% in 2018/19.

#### *Water conservation – using only what we need*

The installation of water meters and introduction of volumetric charging led to significantly improved water conservation and private leak detection and repair across the district. This reduces the water we need to take from the environment and treat and distribute to our customers.

The peak day water use target of 490 litres per person per day (l/p/d) was set to be met by 2016/17. It was achieved in the first year of volumetric water charging in 2014/15. The target has been consistently met since then with peak day water use ranging between 369–417 l/p/d. The upper end of that range was in 2017/18, the hottest summer for at least 10 years.

The combination of a secure water supply from the river recharge scheme together with significantly reduced water demand, through wise water use and leak repairs, has meant Kāpiti has not needed to implement water restrictions since 2013/14. Indeed Kapiti was the only district in the lower North Island that didn't need water restrictions in the hot, dry summer of 2017/18 or in 2018/19.

Over this review period there has been a strong focus on improvement of leak identification processes and water loss reduction. In addition to significantly increased confidence in the accuracy of water loss figures, water losses dropped over the last three years from 3,584 m<sup>3</sup>/day in 2016/17 to 2,699 m<sup>3</sup>/day in 2018/19.

#### *Audit by OAG*

The Office of the Auditor-General undertook an audit in mid-2018 reviewing the water supply and demand management practises of four councils in the lower North Island. The final report in September 2018 strongly endorsed our integrated approach to water management. In particular, it endorsed the investment in improving data and management systems to inform decision making, the use of financial and non-financial measures and our focus on actively managing both supply and demand.

### **A safe, clean water supply now and for the future**

#### *Drinking water safety & resilience*

To achieve safe drinking water supplies requires that Council ensures that our main Waikanae water treatment plant is maintained at its current high standard and that other smaller supplies are also maintained or brought up to standard as necessary.



**New micro-filters installed at the Paekākāriki water treatment plant in early 2018/19**

#### **Waikanae water treatment plant**

A planning and risk study was undertaken in 2016/17 to prepare for stage 2 of the Waikanae Water Treatment plant upgrade. The study considered current condition, potential risks to performance and the consequences of failure. It provided detailed evidence to inform the scope and timing of the required renewals.

The planning and design of stage 2 upgrades commenced in 2018/19. The consultant firm managing this work was appointed in early 2019. This was followed in April 2019, by a one-day shut-down of the clarifier (a major process unit in the plant) to enable a detailed inspection and full condition assessment. That shut-down also enabled interim repairs to ensure reliable performance is maintained while planning is underway for the upgrade of the clarifier.

#### **Paekākāriki water treatment plant**

New micro filtration units and control equipment for the Paekākāriki water treatment plant were installed and commissioned in early 2018/19 to enable complete



compliance with drinking water standards at this plant. We expect to get a clean bill of health from the drinking water assessors when they audit this supply for the full 2019/20 year., but not for 2018/19 as the upgrade hasn't been in place for the full year.

### **Ōtaki water treatment plant**

An assessment of the Ōtaki water treatment plant determined that it achieves compliance requirements of the NZ drinking water standards 97-99% of the time each year. It is not compliant when turbidity spikes (cloudiness) in the raw water exceed values that assure the effectiveness of the UV treatment process. Bringing this supply up to 100% compliance is part of our work programme for the next two years.

### **Hautere/Te Horo water supply**

In June 2018 residents on this supply were notified that during prolonged flooding Council could not be 100% confident that this treatment plant would kill all the micro-organisms that could be in the water. In that event a 'Boil Water' notice would be issued.

The strategy to improve the safety and resilience of this supply are programmed to be investigated in the next few years.

### *Water main renewals*

Council maintains 571 kilometres of water pipes. We spent \$500,000 per year in 2016/17 and 2017/18 on replacing pipes in our network. This provided 301 metres of pipe renewals in 2016/17 and 125 metres in 2017/18. The remainder of the 2017/18 budget was spent on renewing 42 service 'laterals' that connect mains to properties.

The 2015 study of historical repairs identified that service pipes connecting the main to each property were the predominant source of system failure. This

led to a focus on collecting more failure data and a targeted lateral renewals strategy. In the 2018 Long Term Plan the annual renewals budget was reduced from the previous \$500,000 to \$250,000, as a result of our improved understanding of their condition and performance in service. We did, however, find sufficient budget to renew 286 metres of the old main in Ames Street, Paekākāriki, as it was in poor condition, and replaced 34 service laterals across the district.

### *Reservoir upgrades and renewals*

Over the past three years we have re-sealed the roof on Paraparaumu's Riwai reservoir and upgraded the Waikanae's Kākāriki reservoir. At Kākāriki we installed an auto shut-off valve to stop water flowing out of the reservoir if there is a major pipe burst, such as during an earthquake.

## **What we're doing next**

### **He taonga te wai – our water is precious**

#### *Security of water supply*

The River Recharge scheme now provides security for the Waikanae water supply scheme up to 23,600 m<sup>3</sup> per day. Peak daily use was 13,912 m<sup>3</sup> in 2016/17, 16,365 m<sup>3</sup> in 2017/18 and 16,102 m<sup>3</sup> in 2018/19 so there is substantial headroom in the supply for Waikanae, Paraparaumu and Raumati.

On current population growth and water demand projections it is not expected that we will need to build a dam to enhance security of supply for more than 40 years.

### **A safe, clean water supply now and for the future**

Over the next 3 years we are planning to spend \$16.6 million on upgrading our assets and \$1.3 million on



renewals. The majority of this expenditure is related to the drinking water safety and resilience programme of work with general renewals being re-prioritised after this heavy investment period.

#### *Drinking water safety & resilience*

In 2019/20 the water safety and resilience works programme will focus on design and procurement of the needed upgrades and renewals. These works have been budgeted to cost around \$13.5 million over the next three years.

This work includes stage two of the Waikanae water treatment plant renewal, including installing a new clarifier, upgrades to Ōtaki's two water treatment plants to achieve continuous compliance with NZ drinking water standards, and upgrading the Hautere water supply to continuously comply with those standards.

The Hautere and Otaki supplies are currently being strategically reviewed to confirm the optimal solution. This review will inform scope of the design and procurement for these schemes.

The Ōtaki treatment plant upgrade is currently planned to start in 2019/20 and is expected to take two years. The physical works for the Hautere supply were originally programmed for 2021/22, however its likely these will be advanced in the programme depending on the outcome of the strategic review.

#### *Network upgrades*

In the coming years we also plan to upgrade the Ōtaki water supply to allow for projected growth, taking into account higher recent population growth estimates.



**The clarifier at the Waikanae water treatment plant is planned for to be upgraded in 2019/20**

#### **Balancing investment, risk and resilience**

A programme of ongoing risk-prioritised investigation is underway with the early focus on the bulk water mains supplying Waikanae, Paraparaumu and Raumati, better understanding of the aging Paekākāriki water mains, and reviewing water safety measures for the water reservoirs.

This work will provide evidence to support the future renewals and upgrade programmes and give confidence to our investment decision making.

# Access and transport

The Council aims to enhance community connectedness through a well-planned transport system that allows for the reliable, efficient and safe movement of people and goods. We spend around \$13.5 million a year on operating costs for this activity (16.6% of our total operating expenditure).

## What we've done in the past 3 years

While most of the budget spend over the past three years has been very much on business as usual road maintenance and minor improvements there was also a significant amount of work on other developments. Primary amongst these was the upgrade work on expressway connectors, construction of shared paths to link to the new expressway under NZTA's Stride N' Ride programme, the speed limit review process, and replacement of street-lights throughout the district with significantly more energy-efficient LED lamps.

### *Roading improvements*

#### *Expressway-related upgrades*

In 2016/17 Kapiti Road was upgraded and Nga Manu Reserve Road was completed in preparation for the completion of the M2PP expressway in early 2017. Improvements were made to the Kāpiti Road/Arawhata Road intersection with traffic lights installed and operational prior to the opening of the expressway.

The upgrade work on Kāpiti Road east of Arawhata Road up to Ngahina Street included putting power lines underground and widening the footpath, creating a shared walkway/cycleway on the south side of Kāpiti Road. This work links in with earlier upgrading of the Rimu Road/Kāpiti Road intersection and provides safer

access for cyclists to the town centre and the new cycleway alongside the expressway.

#### *Raumati Road safety improvements*

In the Raumati Road corridor there were a suite of safety upgrades including the construction of a roundabout at the Goldsbrough Avenue/Hillcrest Road intersection with Raumati Road; safety improvements at the Weka Road triangle; and the construction of a shared path for pedestrians and cyclists on the northern side of Raumati Road. These improvements were largely completed in the 2016/17 year with final upgrades at the Matai Road T-junction completed in October 2017.

#### *Waitohu Valley Road*

For Waitohu Valley Road the focus was mainly on road widening to improve safety given the increased volume of heavy truck movements on this road. The project started at the end of May 2017 and was completed in November 2017.

#### *Road resurfacing*

A total of 56.1km of chip seal and asphalt was resurfaced in the past three years. This is around 13.5% of our current sealed road network of 415km.

Failure of chipseal sites occurred in Mazengarb Road and Guildford Drive in April 2018. Several attempts at

remediation were made by the contractor before it was agreed that the affected roads would be resealed with asphalt. This work was completed in January 2019.

#### *District footpath renewal*

Over the first two years of this review period we spent around \$220,000 per annum on footpaths and renewed a total of 6,122m<sup>2</sup> of footpaths. It was recognised that footpath maintenance had been underfunded for some time due to budget constraints, particularly given the growing length of the footpath network. In light of that, Council made a funding bid to NZTA in October 2017 for a subsidy of future footpath maintenance.

Due to the new Government Policy Statement on Land Transport, NZTA decided to subsidise footpath budgets from 2018/19 onwards. This enabled us to increase the footpath renewal budget to \$637,600 for 2018/19 with Councils share being \$312,400 and the remainder funded by NZTA. This allowed us to complete 6,586 m<sup>2</sup> of footpath renewals in 2018/19.

#### *Emergency works*

Severe weather events again impacted Kāpiti's roading network in the last three years, requiring additional budget to fund emergency works. There was a large wash-out on Rangiora Road, two retaining walls were needed on Ōtaki Gorge Road and one on Wairongomai Road. There was also a very large slip on Waterfall Road which closed the road for eight months. An estimated 12,000m<sup>3</sup> of slip material was removed to make this site safe. The total cost of the earthworks removal and road reinstatement was just over \$511,000 with NZTA contributing nearly \$280,000.

#### *Shared paths and related works*

Over the past four years we've completed a major programme of shared path construction across the district, helping to build connections to the Expressway



#### **Waterfall Road earthworks underway**

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walkway, cycleway, bridleway path. There has been a total spend of \$6.67 million on this work with around half of that funded by NZTA.

Highlights have been the construction of a shared path between Paraparaumu Town Centre and Paraparaumu Beach with one section remaining to be completed next year, and the completion of most of the shared path from Waikanae Town Centre to the expressway.

#### *School and road safety*

Council has an ongoing programme of work focused on improving school and general road traffic safety. For schools this includes cycle-safety training at schools, and safety and signage upgrades to improve visibility and awareness around schools. For road safety generally this includes partnering with NZ Police to provide radio advertising and sponsoring a range of events to provide road safety education.

#### *Low-energy streetlights*

The programme to install LED streetlights had been progressing fairly slowly but steadily until NZTA

offered to fund 85% of installation costs in 2017/18. As a result, installations went from 174 in the 2016/17 year to 2,255 in 2017/18. NZTA then extended their funding offer to 2018/19 and we converted the remaining 2,185 streetlights. This resulted in a total of 4,700 installations of LED streetlights.

The energy saving of these lights is 58% compared with conventional technology. This project is estimated to result in 1.05 million kWh in avoided energy use each year. Our projections suggest we'll save around \$130,000 per annum in electricity costs.

#### *NZTA Audit*

NZTA undertook an audit in 2018/19 of Council's roading asset management and reported that it is well managed, in a stable condition and is delivering an appropriate level of service. As these audits go this is regarded as a strong endorsement.

#### *Expressway projects*

Over the review period the Council has been closely involved as consenting authority in the M2PP, PP20 and Transmission Gully expressway projects where they occurred within district boundaries. This added significantly to the usual workload.

## What we're doing next

The majority of the work over the next three years will be on business as usual, with road maintenance, footpath renewals and minor improvements, accounting for the majority of the spend. The major project outside of this will be the SH1 Revocation work.

#### *Footpath renewals*

We're following through on our commitment to spend more on improving our footpaths. Over the next three years we have budgeted \$2.4 million for footpath renewals.

#### *Shared paths*

Exploratory works on the final section of shared path on Kapiti Road, between Arawhata Road and Brett Ambler Way have been undertaken, with land acquired under the public works act. Construction work on this section will be undertaken in 2019/20.

We'll be consulting with stakeholders on potential shared walking and cycling paths to link communities to the PP20 Expressway CWB path. With the end of NZTA's Stride N' Ride program funding there is limited budget available for constructing these paths so it will be spread over a number of years.

#### *Ratanui Road roundabout*

We will be improving the Mazengarb Road/Ratanui Road intersection with a roundabout to be constructed in 2019/20 at a cost of around \$750,000.

#### *SH1 Revocation*

The NZ Transport Agency were later than expected in starting their part of the SH1 revocation works, so we have held back on starting our physical works programme to ensure it aligns with theirs.

We will commence our SH1 Revocation work in 2019/20, starting with a new footpath between Poplar Avenue and Raumati Road. We had budgeted around \$4.6 million for Council's share of the revocation work from McKay's to Peka Peka, initially planning to have it all completed by 2020/21. Given the delayed start this work is unlikely to be completed until the following year.

#### *East-West Connectors project*

In 2019/20 we plan to start work on developing our business case for the East-West Connectors project in regard to the potential link road between Ihakara Street and Arawhata Road.

# Coastal management

A major focus for the Council and the community is determining how to respond to the effects of increased sea levels and storm intensity on Kāpiti's coast. We spend around \$1.0 million a year on operating costs for this activity (1.3% of our total operating expenditure).

## What we've done in the past 3 years

Compared to other Council activity areas Coastal management generally has a relatively low level of both operational and capital expenditure, however it does contain some of the largest single project budgets in Council's project portfolio.

### *Paekākāriki sea wall replacement*

Chief amongst these is the Paekākāriki Sea Wall Rebuild Project. Initial estimates for replacing the Paekākāriki sea wall with a concrete, timber and rock wall projected the cost to be around \$10.9 million

As part of the process of going from the agreed preliminary design to the final technical design choice, a range of options were considered. During this process it became clear that the cost of the sea wall would significantly exceed the allocated budget.

After considering risks and associated costs the Council decided in June 2018 to proceed with the concrete wall option at a cost of \$17.7 million.

In order to remain within Council's green-line expenditure commitment it was decided as part of the Long term plan 2018–38 deliberations to undertake the detailed design and tender document preparation work in 2018/19 and defer the start of construction to 2021/22. The detailed design was completed in 2018/19

and the physical works tender will be advertised in 2020/21.

### *Storm damage*

A one-in-30-year storm event on 23/24 July 2016 caused significant damage in several locations along the district's coastline. The damage was repaired as quickly as possible with long-term solutions at four locations. However, at two other locations (Arawa Street and Wharemauku Road) only short-term solutions were possible given the urgency to repair the



**Repairs to the Arawa Street seawall were completed in May 2018**

damage and the time needed to develop long-term solutions.

Development of long-term solutions was progressing well when further damage was caused by storm events in January and February 2017. Most of that damage was repaired quickly although further investigation was required before repairs could be undertaken to the Manly Street stormwater outlets.

Repair of the Arawa Street sea wall got underway in November 2017 and was completed in May 2018 at a cost of \$120,000. Repair of the stormwater outlets in Manly Street started in March 2018 and was completed in June 2018 at a cost of \$125,000. Developments at Wharemauku Road are discussed below.

Finally, in this review period Cyclone Gita hit in February 2018 causing significant damage at several locations, including Waikanae beach outfalls, Paekākāriki sea wall and Raumati sea wall. This was responded to in a timely manner and most repairs were completed by end March 2018, with the last few completed by end June. Council spent around \$305,000 on these emergency repair works.

#### *Wharemauku block wall and Marine Parade rock revetment project*

In the Long term plan 2015–35 the Council had allocated just over \$250,000 in the 2016/17 year to carry out required modifications to the existing rock revetment at Marine Parade in Paraparaumu. Consultation on options for this work were well-advanced when the July 2016 storm event hit.

Within three days from the storm event, a 170-metre-long temporary protection wall was built with concrete blocks to protect the council sewer which was at a very high risk of damage.

Council explored the options for a permanent solution at this site but decided, in March 2017, on the temporary option of strengthening the existing block wall. After some delays, due to unresolved land ownership issues in regard to the Old Coach Route on which this block wall sits, resource consent was finally granted for this work in May 2018. The strengthening work was started in March 2019 and completed in June 2019.

Further development of the Marine Parade revetment project was halted while the Wharemauku block wall strengthening was undertaken.

#### *Coastal assets*

An assessment of coastal assets was undertaken in 2016/17 looking at both the asset condition and assessing any 'end-effects'. The findings of this assessment have been used to formulate a 20-30 year district-wide capital works programme for coastal assets.

A physical works contract (\$570,000) was awarded in early June 2019 to complete renewal/ replacement of assets in three locations which are at high risk of failure.

#### *Coastal restoration*

We have an ongoing programme of coastal restoration and erosion remediation whereby approximately 1,500 native sand-binding plants are planted each year on fore-dunes between Paraparaumu and Ōtaki and around 4,000 native trees, shrubs and sedges are planted each year in back-dune areas to improve biodiversity and replace controlled weeds such as boxthorn, pampas and lupin.



## What we're doing next

Over the next three years we will be continuing with our business as usual maintenance on coastal assets, including responding to storm damage, and coastal restoration work. In addition to that we have several major projects coming toward us, none bigger than the Paekākāriki sea wall rebuild.

### *Paekākāriki sea wall construction*

As noted above in the 2018–38 Long Term Plan it was decided to defer the procurement of construction of the Paekākāriki sea wall, with construction programmed to start in 2021/22 and complete in 2022/23. At present \$17.7 million has been budgeted for this work.

### *Wharemauku Block Wall and Marine Parade Rock Revetment project*

Having completed the strengthening work on the temporary Wharemauku Block wall we will be moving on to investigating and developing options for a long-term solution.

Future construction work in this location together with modification to the existing Marine Parade Rock revetment are programmed for the period between 2024/25 to 2026/27 with a budget of \$3.3 million.

### *Resolution of Old Coach Route land ownership*

Resolution of Old Coach route land ownership issues was started in 2017/18 and will continue over the next three years as the majority of Council-owned coastal assets are located on Old Coach route. Resolution of this land ownership issue is highly important for ongoing implementation of our proposed coastal asset replacement/ renewal programme.



**Realigning blocks and placing rock to strengthen the footing of the temporary Wharemauku block wall**

### *Raumati Community seawall*

In the late 1970s, the Council coordinated the construction of a 3.1km long seawall at Raumati which was funded by the property owners. Council has maintained this seawall since then.

In 2016 a condition assessment suggested that some parts of the wall had a residual life of only 0–5 years and were at risk of failure. Council has budgeted \$1.9 million in the long term plan to assist with community engagement and the consenting processes associated with the wall replacement.

### *Other asset renewals*

The recent condition assessment of other coastal assets (excluding those discussed above) led Council to decide to allocate \$2.8 million in the first six years of the 2018-38 Long Term Plan to renew the assets in poorest condition.

Designs are currently underway for further at risk assets to be renewed/replaced in 2019/20.



# Stormwater

The stormwater management activity manages a network of streams, open drains, pipes and retention ponds in the main urban areas to protect residents from flooding. We spend around \$4.0 million a year on operating costs for this activity (4.9% of our total operating expenditure).

## What we've done over the past 3 years

### *Stormwater work programme*

As a result of the significant flooding experienced during the May 2015 heavy rainfall event, the Council undertook a major review of the stormwater work programme

At the end of that review we had a re-prioritised work programme, which gave first priority to areas that had been most heavily affected by flooding to dwellings and lower priority to other types of flooding.

By February 2017 we had completed detailed investigations of each of the initially identified 182 stormwater projects and had developed initial designs for the highest priority projects.

Subsequent weather events in early 2017 added further projects to the work programme. By the time we went to consultation in April 2018 on the 2018-38 long term plan there were a total of 240 projects in the stormwater work programme.

Detailed investigations of all 240 projects had been completed by end 2017/18 and they were expected to cost \$489 million. A key outcome of the long term plan consultation was that the Council decided to proceed with their preferred option of undertaking this programme of work over the next 45 years.

Throughout 2018/19 the focus was on undertaking detailed designs for the ten highest priority major stormwater upgrade projects which are programmed for the first 1-6 years of the 2018-38 Long Term Plan work programme.

### *Ōtaki Beach stormwater upgrade*

The Otaki Beach stormwater upgrade was completed in 2016/17. This project improved the capacity of the stormwater system in the Moana Road catchment to reduce the flood risk for around 300 properties in this catchment.

### *Waikākāriiri stream project*

This project aimed to improve flood protection around the Waikākāriiri Stream in Paekākāriki, and involved gravel extraction, building a retaining wall and adding a light bridge for access. This work started in 2016/17 and was completed in 2017/18. It has significantly enhanced capacity and created easy access for regular maintenance.

### *Open drain maintenance*

Ongoing annual programme of work to maintain the capacity of our open drain network, through vegetation removal and gravel extraction, within the terms of the resource consent obtained from GWRC.



### **Stormwater upgrade at Charnwood Grove - Phase 1**

We have an open drain network of just over 40 kilometres in length. In the past three years we have cleaned 40.6 km of open drains, starting again with some of the higher priority drains in the third year.

#### *Asset renewals and minor flood mitigation works*

In the last two years there has also been significant progress on some minor stormwater projects. Highlights included:

- construction of the Hookway Grove stormwater upgrade project, which was completed in December 2017;
- completion of Phase 1 of the improvements at Charnwood Grove in 2016/17 and of Phase 2 in September 2018;
- construction of the Riwai Street stormwater extension project, completed in October 2018; and
- upgrading sumps, over-land flow paths, and minor network extensions.

#### *Water quality*

Council has an ongoing focus on water quality monitoring throughout the district's streams and ensuring we maintain the standards required to ensure we gain resource consent for our global stormwater discharge.

Monitoring results are needed to inform the review of the stormwater strategy and as a result the requirements, going forward, are more diverse, with additional costs, compared to previous consent requirements.

#### *Asset condition assessments, the discharge survey and pond inspections*

We have divided the district into 34 distinct stormwater catchment areas (18 in Paraparaumu, 8 in Waikanae, 6 in Otaki and 2 in Paekākāriki). We undertook a number of investigations to determine the causes of flooding across these catchments after the May/June 2015 flooding event.

The district-wide down-pipe asset survey, started in 2016/17, identified how and where each property is discharging stormwater. This is an ongoing project and by end of 30 June 2019, we had completed the project in 30 catchments. It has identified a number of issues.

In 2017/18 we started an asset condition assessment programme to identify asset renewal requirements in each catchment. This is an ongoing project and by 30 June 2019, we had assessed the renewal requirements of pipes and manholes in six stormwater catchments. Based on the findings an asset renewal contract was tendered and awarded in 2018/19 to resolve the problems identified.

There are about 280 stormwater ponds in Kapiti district which forms part of the wider stormwater discharge network. In the past two years all these

ponds have been inspected to identify maintenance requirements. The majority of these ponds are located on private properties and many are contributing to flooding problems.

## What we're doing next

### *Stormwater work programme*

As noted above we have a substantial programme of major works planned over the next 45 years. To make a start on that we have budgeted \$19.4 million over the next five years. All of this spending is allocated to projects either to prevent flooding of dwellings (\$14.3 million) or to remove downstream constraints (\$5.1 million) that contribute to that flooding.

The physical works related to this programme of work will start in 2019/20 with the Moa Road flood wall, Raumati Road (Area 1) stormwater upgrade project and parts of the Kena Kena upgrade project.

Also in the next 1-3 years we will be completing design and consenting, and then commencing construction of a number of priority stormwater upgrade projects. These include upgrades at Alexander Bridge, Titoki Street, Riwai Street, Kakariki Grove, Amohia catchment (Area 1), Sunshine Avenue and the remainder of the Kena Kena project.

We will be spending a modest \$0.3 million over the next five years on minor stormwater upgrades and \$1.2 million on asset renewals to complement the above work programme.

### *Stormwater education and bylaw*

The stormwater survey and pond inspection findings present a number of issues contributing to flooding. These included issues such as: properties with no stormwater discharge method; down-pipes connected to the sewer network (rather than the stormwater



**Removing weeds and sediment from open drains maintains their ability to cope with heavy rainfall**

network); water overflow from neighbouring properties due to underperforming site disposal methods; and performance issues with privately owned and managed stormwater infrastructure.

To help remedy those issues we are planning to implement a stormwater education programme over coming years for private asset owners to inform them how their systems link to the public stormwater network and how non-performance of their systems contribute to flooding and provide guidance on how best to maintain different asset types

We are also planning to introduce a stormwater bylaw in the next two years in order to address private properties discharging storm water in an un-controlled manner.

### *Water quality and stormwater strategy review*

Council's current stormwater strategy has been in place for nearly 10 years and needs a review. This work

started in 2018/19 and will continue over the next two years.

Water quality monitoring is a key part of informing the strategy review. In partnership with iwi, initial monitoring programmes will focus on the effects of stormwater discharges on human health, but also ecosystem health, mahinga kai, contact recreation and Māori customary use. Practical aspects of hydraulic neutrality in new subdivisions will also be considered as part of the strategy review.

#### *Working with GWRC*

The Council is planning to work with GWRC on a range of issues, including improving protection from flooding due to assets managed by them, and reviewing the resource consent application process for all areas of work to see what further efficiencies and cost savings can be made.

#### *The Whaitua process*

The Whaitua process for Kapiti, led by GWRC, is expected to get underway over the next two years. The whaitua process is about finding ways to understand what is important to people in their local area and to use that information to help prioritise objectives for land and water management. Relevant whaitua specific objectives for Kapiti will be incorporated in the stormwater strategy review.

#### *Flood hazard modelling*

Plans are in place to review and update our flood hazard modelling. This will include preparation of new flood hazard maps using advances in modelling software and applications. It will help identify properties prone to flooding, or likely to be in future. Recent housing developments, climate change projections and impact of recent expressways will be incorporated in this update.

#### *Other work streams*

We will continue to monitor water quality in our streams and undertake open drain/stream maintenance on a programmed basis.

# Wastewater

Council provides wastewater (sewerage) infrastructure that protects public health and the natural environment and provides for continuity of service for the community. We spend around \$8.1 million a year on operating costs for this activity (9.9% of our total operating expenditure).

## What we've done over the past 3 years

There have been a range of projects underway over the past three years. These include applying best practice on consenting the discharges from our two treatment plants, renewing existing assets to ensure ongoing service performance, providing additional capacity to prepare for expected growth in the district and progressing risk based investigations to provide evidence for future investment.

### Protecting public health and the environment

#### *Consenting of the Paraparaumu wastewater treatment plant*

The five resource consents for the Paraparaumu WWTP is due to expire in March 2022. While still some years away, the application process for such a significant plant will take a long time to complete. Given the level of technical and regulatory complexity, and the extent of potential stakeholder interests, a planning study was undertaken to scope out the strategy and programme of works required to develop a strong consent application.

This focused on determining the optimal approach to re-consenting the plant and identified risks to securing ongoing consent. This has informed the significant professional services work package to assess options

and prepare and submit a consent renewal application. A panel of consultants was selected in late 2018 to provide these professional services.

#### *Ōtaki wastewater treatment plant discharge consent*

Council secured a 20-year consent for the air and land discharges from the Ōtaki wastewater treatment plant in October 2016. The application in June 2015 required a comprehensive assessment of environmental effects, identification and consultation with potentially affected parties.

A key condition of the consent was to undertake a collaborative study with local iwi to optimise the land disposal process. That study was submitted to GWRC in October 2018 and approval for the proposed upgrades was secured in March 2019.

#### *Revised Trade Waste Bylaw adopted*

The Trade Waste Bylaw was reviewed and consulted on in 2018 and a new bylaw was adopted in early 2019. The new bylaw is the key instrument to manage commercial and industrial wastewater discharges to minimise the risk of impacts on our wastewater system and ongoing compliance of our treatment processes and discharges to the environment.

## An effective and efficient wastewater service now and into the future

### *Waikanae duplicate rising main*

The pumped sewer (rising) main from Waikanae to the Paraparaumu wastewater treatment plant is approaching its rated design capacity and further capacity is needed to meet future growth and provide back up to that single sewer main serving Waikanae.

The first section of the duplicate rising main alongside the M2PP Expressway was installed in partnership with the NZTA alliance. This provided cost savings and minimised future disruption in the expressway corridor. This was undertaken through 2016 and completed prior to the opening of the expressway in February 2017.

The completion of the remaining length of the rising main in the expressway corridor has been delayed due to unresolved discussions between NZTA and landowners about the location of the rising main. Council has recently engaged directly with landowners to work towards a resolution.

### *Wastewater pumping station and network upgrades*

Over the past three years we have upgraded three wastewater pump stations and undertaken work to reconfigure part of the network around Campbell Avenue and Langdale Road to improve the efficiency of the system and reduce the risk of overflows.

### *Pipeline renewal works*

Pipeline renewal works had been deferred from 2015/16 and 2016/17 to provide funding to bring forward work on the Waikanae duplicate rising main. The deferred work was completed over 2017–19 with 567 metres of wastewater mains and 213 metres of lateral connection pipes renewed.



**A new, pre-assembled valve chamber being installed at the Puriri Road wastewater pumping station**

### *Paraparaumu wastewater treatment plant – renewals and upgrades*

#### *Main power supply and management system renewal*

The main power supply connection at the treatment plant and associated site distribution system was renewed in 2017/18 in line with the recommendations of the 2016 condition and capacity study. This included future proofing for growth and management of alternative power sources such as emergency generation and solar (photovoltaic) power.

#### *Dissolved air flotation process upgrade*

The capacity of the existing dissolved air flotation (DAF) unit required upgrading to accommodate future growth. A new DAF unit was installed in November 2017. During testing and commissioning it was found to be operating below specified flow rates. The Council continues to progress a solution from the contractor to remedy the non-optimal performance of the DAF plant

### *Aeration process*

The condition and capacity study identified that the aeration process units needed complete renewal which was deferred to 2021/22 in the 2018 Long term plan. That study also recommended specialist inspections to assess the risk of delaying the renewal. Those subsequent inspections confirmed the imminent failure risk of two of the three blower units. These were replaced in 2018/19 to maintain performance until the complete aeration process renewal is undertaken.

### *Inlet works*

The concept design and procurement approach for the renewal and upgrade of the Paraparaumu WWTP inlet works was completed in 2017/18. The detailed design and construction of these works has been deferred to 2020/21.

### **Balancing investment, risk and resilience**

#### *Paraparaumu wastewater treatment plant 2016 condition and capacity study*

The 2016 condition and capacity study identified and scheduled a programme of renewals and upgrades to maintain the performance of the treatment plant and provide the capacity for future growth in the district.

This and the further specialist inspections have led directly to the electrical system renewal and upgrade, aeration process blower replacements and the progression of the inlet works project discussed above. This works provides confidence that the plant will continue to maintain its level of performance and meet its consent requirements protecting the environment and public health.

#### *Biosolids management*

The sewage sludge produced by the Paraparaumu WWTP is stabilised via thermal drying. The plant

produces an average of four cubic metres of dried biosolids per day. Since late 2015 biosolids are being disposed of at the Silverstream landfill in Upper Hutt. This landfill has the advantage of a very high gas capture and destruction rate which has significantly reduced Council's carbon emissions from disposal of sewage sludge.

## **What we're doing next**

### **Protecting public health and the environment**

#### *Paraparaumu wastewater treatment plant – consent renewal*

The re-consenting process will be managed by the consultants appointed to the professional services pane in late 2018. This work will focus on the consideration of options, assessment of environmental effects, consultation, and the preparation and lodgement of the consent application. We have budgeted around \$1.4 million for this work over the next three years

#### *Ōtaki wastewater treatment plant*

In 2019/20 we plan to undertake the approved works to optimise the land treatment discharge area at the Ōtaki wastewater treatment plant. Primarily this work is to upgrade treated effluent pumping and land application systems and improve grounds maintenance.

### **An effective and efficient wastewater service now and into the future**

Over the next 3 years we are planning spend \$8.1m on upgrading our wastewater assets and \$4.1 m on renewals. The majority of this expenditure is related to upgrades to the Paraparaumu wastewater treatment plant with general renewals of pipes and pumping



stations beginning to increase towards to end of this period.

#### *Waikanae duplicate rising main*

It is hoped that Council's discussions with landowners about the location of the rising main will lead to an agreement so that the resource consent may be secured with GWRC.

This would then enable Council to complete the remaining connection across the expressway alignment just north of Waikanae River. We would then be able to move forward with construction of the final sections of the rising main at each end with confidence. These will connect the Paraparaumu wastewater treatment plant at the southern end and the Waikanae terminal pumping station at the north western end. These works have been deferred to 2020/21.

#### *Paraparaumu wastewater treatment plant – renewals and upgrades*

##### *Inlet works*

With the completion of the preliminary work on this project in 2018/19, Council deferred the procurement and construction to ensure we remain within our self-imposed annual capital spending constraint. That work will get underway in 2020/21 and is expected to cost around \$1.79 million.

##### *Other process renewals*

We will undertake rolling renewals of minor plant items to maintain the ongoing performance of the plant. The finalisation of specialist inspections may also identify a requirement for further advanced renewals of other process units in 2019/20, including the sludge decanting centrifuges and the sludge conveyors.

## Balancing investment, risk and resilience

#### *Ōtaki wastewater treatment plant condition and capacity study*

A study into the ability and capacity of the Ōtaki plant to maintain ongoing performance and meet future projected growth will be completed in 2019/20. This will identify any investment that might be needed in the next long term plan.

Based on population projections available at the time of the 2015 consent application no capacity upgrades were needed for this plant. More recent population projections have indicated that Ōtaki is set to grow significantly (25%) over the next 20 years. These projections will need to be taken into consideration in our capacity planning.

#### *Wastewater pumping station condition assessments*

A study initiated in 2015/16 developed the framework for the condition assessment of the district's 147 wastewater pumping stations. Using that framework a series of key pumping stations were surveyed in detail through 2016–18. These assessments will continue in order to improve our understanding of the condition and performance of our pumping stations and enable improved renewals planning of these assets in the next long term plan to maintain their performance.

#### *Biosolids management*

We will continue to investigate feasible strategic options for the long-term management and disposal of sewage sludge, taking account of regional waste minimisation, collective disposal opportunities with other local authorities, and an understanding of social and cultural implications.

# Solid waste

Council monitors the delivery of kerbside collections of rubbish and recycling by private companies to ensure these services are delivered in accordance with the collectors' licence requirements. We spend around \$1.3 million a year on operating costs for this activity (1.6% of our total operating expenditure).

In addition to the work monitoring kerbside collections, Council also oversees contracts for the operations of Transfer Stations, monitors closed landfill sites, and undertakes waste minimisation activities in accordance with the Wellington Region Waste Management and Minimisation Plan.

## What we've done over the past 3 years

### *Changes to collection services*

In early 2017, EnviroWaste, one of four rubbish and recycling collectors operating in the district and the last rubbish bag provider, chose to no longer sell or collect rubbish bags. This meant rubbish bag users had to look into an alternative service. Residents could choose to sign up for a new wheelie bin service, use the transfer stations at Ōtaki or Otaihanga or share bins with friends, family or neighbours.

There were a number of submitters to the 2018-38 Long Term Plan that voiced their concern about this decision as they saw it removing a financial incentive for waste minimisation. They noted that replacement services were all relatively large bins and did not provide a cheaper option for those households that sent less waste to landfill.

Council responded by employing a waste minimisation advisor to provide additional support and advice around

options for waste minimisation and constraining costs of waste disposal. The advisor has delivered presentations to community groups and made regular visits to transfer stations to inform customers on waste diversion options. This service was provided at no cost to the rate payer as it was funded from Waste Levy funding received from the MfE.

Council has chosen not to re-introduce a rates-funded waste and recycling collection service because we do not have the economies of scale that the larger waste collection companies do that enables them to provide a more cost-effective service. If Council had opted to bring waste and recycling collection in-house this would require a multi-million-dollar capital investment and a significant increase in rates to fund it.

### *Waste minimisation*

Council has an ongoing commitment to implement its waste minimisation and education action plan with waste levy income provided by the Ministry for the Environment (MfE).

In each of the last three years Council has facilitated a number of waste minimisation activities including: zero waste education in schools, recycling education visits and advice, support of zero waste events and regional education actions such as the 'Love Food, Hate Waste' campaign and green parenting workshops.



### **Final capping underway at the closed Otaihanga landfill**

Regional waste management and minimisation Council undertook public consultation in early 2017 on the 2017-23 Wellington regional waste management and minimisation plan. The plan was adopted by the Council in early 2017/18. Council then established a Waste Minimisation Taskforce to investigate and report back on the most cost-effective actions to reduce the district's waste to landfill.

#### *Waste Levy funding*

Council has allocated between \$42,000 - \$70,000 of waste levy grant funding in each of the last three financial years for a range of community and business projects aimed at reducing waste to landfill. Further details on each of the schemes supported can be found in Council's Annual Reports.

#### *Otaihanga landfill*

The landfill was closed in 2015/16 to general material but has continued to accept clean fill on a restricted basis, which has been used for the application of final

capping and to contour the landfill surface. This contouring assists stormwater run-off over the capped surface.

Work is ongoing to complete the capping of the landfill, with around 17.15 Ha of the landfill now capped and around 1.25 Ha (7% of the total area) remaining to be capped.

Work commenced in March 2019 on development of expanded wetlands at the Otaihanga landfill areas to assist with the treatment of landfill leachate and stormwater. This wetland development work was completed in June 2019.

### **What we're doing next**

We will continue to monitor the performance of waste collectors, provide support for the allocation of Waste Levy funding and provide information on and advocate for waste minimisation. In addition, the two main pieces of work we'll be supporting are the following.

#### *Waste Minimisation Taskforce*

The Waste Minimisation Taskforce will investigate how actions from the Waste Minimisation and Management Plan may be implemented to achieve the most cost-effective reduction in the volume of waste materials in the district. They are expected to report back to Council on this by October/November 2019.

#### *Otaihanga Landfill capping*

We will be working to complete the capping of the Otaihanga landfill. A budget of \$380,000 was set in the long term plan to finalise the capping project.

The next step for the Otaihanga landfill will be consideration by Council of options for future use of this site.



**Waste minimisation lessons in schools teach students the benefits of worm farms for disposing of food scraps**

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# Place and Space

The Place and Space cluster covers a range of council activities which enhance quality of life and well-being for Kāpiti residents and visitors.

Council looks after more than 500 hectares of parks and sports grounds which provide opportunities for diverse recreation activities, and maintain 47 playgrounds. Kāpiti also has an extensive network of cycleways, walkways and bridleways.

We provide several swimming pools and library facilities across the district and support various arts and heritage activities that are important to our community.

Council maintains community facilities such as halls and meeting spaces throughout the district and provides resources to the community for capacity building and social service provision. We provide grants to a range of local community organisations and other groups.

The council has a role in enabling sustainable economic growth and over recent years have implemented a visitor-attraction plan and a major events fund, as well as supported the PopUp Business School and Startup weekend. The economic development strategy is currently being refreshed with input from a range of stakeholders.

This cluster includes our critical responsibilities for civil defence emergency management and encouraging preparedness across the community.

## **In this section you'll find:**

- Community facilities and community support
- Recreation and leisure
- Parks and open space
- Economic development



# Community facilities and support

We provide affordable and resilient core services and facilities for a healthy, active and involved community. We spend around \$4.9 million a year on operating costs for this activity (6.0% of our total operating expenditure).

## Community facilities

This activity manages the operation and maintenance of property assets through which community services are delivered and in which community activity takes place.

### What we've done in the past 3 years

#### *Earthquake-prone building assessments*

Council has undertaken initial earthquake-prone buildings assessment across its own buildings to assess the earthquake status of each. As a result, the Council identified seven council-owned buildings in need of seismic remediation and has scheduled a plan over the next eight years to remediate these.

Initial remediation of the Paekākāriki Memorial Hall started in April 2019 and will be completed in early July 2019, but this work is short of a full seismic upgrade which will be undertaken later.

#### *Property maintenance and renewals programme*

Over the past three years we have undertaken renewals and improvements to a range of community facilities and full renewals to 22 of our 118 Older Person's Housing units. The latter involve a full interior repaint, bathroom and kitchen replacement, carpet and floor coverings replaced and wiring and pipe work updated as required.

#### *Waikanae Library*

The Waikanae Library and service centre was closed in November 2018 after an air quality report highlighted unacceptable mould issues. A pop-up library was opened in the cleansed library entrance foyer in December 2018, before it relocated in February 2019 to Mahara Gallery.

A medium term solution for Waikanae Library was found and a lease secured in May 2019. The fit-out of this location at 9 Mahara Place took place over May/June 2019 and the library opened in the new location on 1 July 2019.



**Waikanae pop-up library in January 2019**

### *Te Newhanga Community Centre*

Discovery of moisture-related issues at the Te Newhanga Community Centre in 2018/19, led Council to request more intrusive testing which concluded that significant remediation work was required.

### *Continued use of Ōtaki College gymnasium*

Council has reached agreement with Otaki College to contribute \$50,000 per annum towards remediation of the college gymnasium. The agreement is for six years and will allow the community to continue to use the gym outside of college hours.

### *Improvements to Animal Management Centre*

Design work is currently underway to remediate and improve the current Animal Management Facility situated at Fytfield Place. The staff have been relocated to available office space in the Emergency Operations Centre as part of this refurbishment.

## **What we're doing next**

One of the first priorities over the next triennium will be a review of our asset management practices as well as a strategic assessment of our community facilities portfolio. This work will be undertaken as a lead in to planning for the 2021–41 Long Term Plan.

### *Earthquake-prone buildings*

Council intends to seismically remediate the five highest priority at-risk buildings by 2025/26. The remaining two are historic buildings with a lower use profile and will likely be left until the following years.

One of these, the Ōtaki Bank Building may be completed earlier than this timeframe as we are working with the Ōtaki Bank Preservation Trust to try and determine a plan to fund and strengthen it.

### *Property maintenance and renewals*

In light of issues identified at Waikanae Library, Council is in the process of procuring full condition surveys across the entire property portfolio. On completion these surveys will be used to identify remediation requirements and to prioritise how that will be undertaken.

As evidenced by spending in 2018/19 much of the Council's stock of housing for older person's is reaching a certain age and is in need of renewal. As a result we've significantly increased the renewals budget for 2019/20 from \$200,000 to \$587,000 to enable a more flexible response.

### *Waikanae Library*

In 2019/20 we will start the process of investigating options for a permanent location for the Waikanae Library, including deciding what to do with the existing, closed, library building.

We intend to continue with the lease in the new medium-term premises until we are in a position to secure a permanent solution.

### *Te Newhanga Community Centre*

Over the next twelve months Council will work with the community to identify needs and options for the Community Centre.

### *Community access to Ōtaki College gymnasium*

Council has reached agreement with Otaki College to contribute \$50,000 per annum towards remediation of the College Gymnasium. The agreement is for six years and will allow the community to continue to use the gym outside of College hours.



## Community support

We provide resources to the community for capacity building and service provision focused on community priorities, as well as support for community initiatives that promote diversity, resilience and connectedness.

### What we've done in the past 3 years

#### *Youth Development Centre*

In 2015/16, Zeal Education Trust was awarded a contract by Council to run a Youth Development Centre and associated satellite services. The satellite services started and were developed over the following year. In March 2017 the Trust was successful with its second (revised) application to the Lotteries Community Facilities Fund, leveraging off Council's capital contribution and additional fundraising.

The success of this fundraising enabled the Trust to fund the construction fit-out of leased premises for the Youth Development Centre. That fit-out started in January 2018 and was completed in June 2018 and had its official opening on 28 June 2018. The centre has gone on to provide valued social, developmental and recreation opportunities for young people.

In June 2019 the Council was chosen as a finalist in the Local Government New Zealand EXCELLENCE awards in the Social Wellbeing category for its work in supporting the establishment of a fit-for-purpose Youth Development Centre.

#### *Other activities*

Much of the work undertaken by the community support team is focused on supporting existing community groups, helping build their capacity, providing grant funds to support individual and community initiatives and supporting events that are



**Celebrating Neighbours Day 2017 in Ōtaki**

aimed at building community connectedness and resilience.

Some highlights of that work over the last three years are:

- o provided grants for youth development in the form of Youth2U Dollars and ThinkBig grants for individuals and projects that enhance community wellbeing;
- o supported the Youth Council on youth-led community projects, such as the Otaihanga Domain mural project;
- o partnered with the Kāpiti Older Persons' Council to hold the biennial 'Age on the Go' Expo', in late April 2017;
- o introduced a new social investment approach in 2018/19 allocating \$345,000 over 3 years to nine of the initiatives that had provided proposals for funding;
- o organised community building, best practise and treaty of Waitangi training workshops for the community and social sector;



**Opening the EV charging station in Raumati Beach**

- formed a trans-regional partnership with ChargeNet NZ, Horowhenua District Council and others to install nine EV charging stations across Kapiti and Horowhenua;
- supported the annual Neighbour's Day Aotearoa campaign, with over 1,200 people participating in 2019. The campaign is an opportunity for residents to meet and get to know their neighbours and help build community awareness and resilience;
- supported a collaborative approach to provide events in Mahara Place, Waikanae town centre as a response to the lack of through traffic in the central shopping area due to capital works;
- supported sustainability initiatives such as the Greener Neighbourhoods programme and the 'No 8 Wire Week' series of workshops;
- operated Te Newhanga, Kāpiti Community Centre to ensure the facility and programmes were available to the community;
- facilitated and supported a local community response to the Christchurch shootings tragedy;

- supported the establishment of the district's first Multi-cultural Council; and
- Council signed a MoU with the Regional Healthy Housing Group that commits Council to a regional approach to improving housing quality in the district.

### *Carbon management*

Council adopted a target in 2012/13 to reduce its greenhouse gas (GHG) emissions by 80% from 2009/10 levels by 2021/22. To facilitate pursuit of this objective council signed up to the Certified Emissions Measurement and Reduction Scheme (CEMARS) managed by Enviro-Mark Solutions.

By 2015/16 Council had already reduced emissions to 7,117 tonnes of CO<sub>2</sub> equivalent, 57% below its 2009/10 baseline year. Council's carbon and energy saving work was recognised at this point at Enviro-Mark Solutions' Outstanding Performance Awards in June 2017. Council took out the overall award for Outstanding Performance in Carbon Management (large organisation).

By 2017/18 emissions had been reduced substantially further to 3,017 tCO<sub>2e</sub>, 76% below 2009/10 levels. This outcome has been achieved through a range of measures aimed at both improving the energy efficiency of council operations and facilities and, critically, switching to lower emission options for sewage sludge drying and disposal.

An article published in the NZ Herald in June 2018, reported that the Kāpiti Coast District Council had been confirmed by Enviro-Mark Solutions as the leading certified CO<sub>2</sub> equivalent emission reducer in their CEMARS programme.

In May 2019 Council decided to pursue the goal of carbon neutrality across its own operations by 2025.

## What we're doing next

We will be continuing with our range of community support initiatives and programmes, including providing capacity and capability building workshops for community groups, and organising events and activities to develop sustainability and enhance resilience in the community.

Specific activities planned for 2019/20 and beyond include:

- o focusing on community safety projects and implementing place-based community pride and crime prevention initiatives in partnership with key agencies and community organisations;
- o supporting new social initiatives in the district to assist with community wellbeing, including a suicide prevention post-event group, and a community-and agencies co-design approach to addressing family harm;
- o implementing a fit for purpose local Welfare Response Plan with community groups and agencies to ensure that the community is ready to respond to community needs in an emergency; and
- o focusing on strategy development to enable a collaborative approach towards an Age Friendly Kāpiti District in the future.

### *Achieving carbon neutrality*

The Council's aim to achieve carbon neutrality by 2025 will require that we take whatever additional, and affordable, steps that we can to further reduce our emissions. We will then need to offset any remaining unavoidable emissions by either earning carbon credits through our own forest plantings or purchasing required carbon credits from an accredited provider so that our net carbon emissions are zero by 2025 and in all subsequent years.



[Source: NZ Herald, June 2018]

# Recreation and leisure

We aim to provide affordable and safe aquatic facilities, services and programmes for the health and wellbeing of our community and a districtwide library service. We spend around \$11.1 million a year on operating costs for this activity (13.7% of our total operating expenditure).

## What we've done in the past 3 years

### Libraries

Our library service has been one of the most popular Council-services for a number of years. That popularity is retained through a focus not only on helpful, approachable and friendly customer service but also on providing a wide range of services, including keeping up-to-date with technology.

Over the past three years library staff continued to organise popular public workshops on topics ranging from self-publishing through to digital literacy and run a number of free library events and programmes to provide learning and social interaction opportunities for a large number of people.

Over the last three years we have seen (allowing for the Waikanae Library closure):

- between 600,000 -660,000 items borrowed annually from our district libraries;
- more than 17,000 items added annually to the collection;
- over 190,000 sessions logged on the libraries' free internet computers;
- around 24,000 people attending library programmes and events;

- more than 260 children per year registered for the Summer Reading Programme

Our resident opinion survey reported levels of satisfaction with library services at around 98%-99% in the first two years of the review period. This dropped back to 95% in 2018/19 following the issues with Waikanae Library reported in the previous chapter.

### Arts and museums

Council organises the annual Kāpiti Arts Trail which, over recent years, has been held over two weekends in October/November of each year. The event is a highlight in the Kāpiti Arts Calendar and generally had over 100 artists exhibiting in each of the last three years, and attracted around 35,000 visits in the good-weather years.

Council engages in a range of other activities in the arts and culture sphere, including administering grants funding through the Creative Communities Scheme, commissioning occasional public art pieces in conjunction with the Public Art Panel, and arranging occasional exhibitions such as the *Te Tiriti* and *WWI commemoration* exhibitions.

### *Mahara Gallery redevelopment*

The Mahara Gallery Redevelopment Steering Group sought expressions of interest from architectural

designers in 2017/18 for the redevelopment of the gallery. The architect was selected in late 2018 and had made substantial progress on the developed design by June 2019. Council applied for resource consent before 30 June 2019 in order that the Mahara Gallery Trust can approach funding agencies with a confirmed gallery design.

#### *Kapiti College Performing Arts centre*

The Funding Contribution and Access Agreement supporting ongoing community access arrangements for the Kapiti Performing Arts Centre at Kāpiti College was signed by the Council in May 2018.

### Swimming Pools

The key priorities of the district swimming pools are to cater for all ages and abilities, for overall attendance to increase and to provide affordable opportunities for children to learn to swim.

On average over the last three years we have seen (allowing for the Otaki Pool rebuild closure):

- between 270,000 – 295,000 swim visits in our district pools;
- around 3,000 children registering for Learn-to-swim courses;
- SwimBegin summer holiday classes attracting around 400 children;
- around 400-440 people taking part in AquaEase or AquaYoga programmes

Our pools are not only popular but very much appreciated with customer surveys typically returning positive ratings for staff of around 98% for being helpful and friendly. Learn-to-swim and AquaFit instructors typically receive 99% ratings for their knowledge and friendliness, while the attentiveness and helpfulness of the lifeguards gets rated 98%.



**The opening of the rebuilt Otaki Pool, December 2017**

Our Resident Opinion Survey has returned results over the last three years of 93%–96% satisfaction with the services and facilities at swimming pools in the district.

#### *Coastlands Aquatic Centre*

In 2016/17, it's fourth year of operation, the Coastlands Aquatic Centre received a 'Platinum' award from Be.Accessible, a social change organisation providing accessibility information and assessments. The centre is the first recreation facility and the third business in the country to receive platinum status

#### *Ōtaki pool*

Ōtaki pool closed in February 2017 for a substantial rebuild. That included a new building (unchanged pool tanks); ramp entry into the main pool; separation of the filtration systems between the toddlers and lane pools, and the creation of a splash pad.

The rebuild was completed and the pool opened in December 2017. This upgrade will ensure that Ōtaki pool meets the community's needs for years to come. The pool received a Gold award from Be.Accessible.

## What we're doing next

The majority of the work in this activity is geared to ensuring that the libraries and pools are well run and that our customer service is consistently excellent. Resident Opinion and facility user surveys show we've been achieving that and we aim to continue to provide these valuable and much appreciated services.

In addition to this ongoing service focus we have a number of modest asset renewal projects in the coming three years as well as significant investments planned for the Kapiti College Performing Arts centre and the redevelopment of the Mahara Gallery.

Work will also commence shortly on exploring options for delivering long term library services to the Waikanae community.

### *Kapiti College Performing Arts Centre*

Council's \$1.6 million contribution to the Kapiti College Performing Arts Centre will be made at the completion of construction, which is expected by January 2020.

Although built on the College premises the Council has secured an access agreement with the College to ensure the Centre can also be used by the community. Adopting this approach has enabled Council to contribute to the provision of a performance space for the Kāpiti community much earlier than it otherwise could have afforded to.

### *Mahara Gallery redevelopment*

The redevelopment of Mahara gallery has been planned for some time. With the architects, other key engineers and designers now appointed, the developed design and construction drawings will be prepared over



### **An artist's impression of the Mahara Gallery design**

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the next twelve months. Subject to funding arrangements, tenders will then be sought for the Gallery's construction

The Council is otherwise on track to start the redevelopment work in 2020/21. The existing public toilets alongside the gallery will first be replaced by a new 'Exeloo' style facility to be built in 2020/21.

The gallery extension is planned for 2021 with a budget allocation of \$5.2 million, with the Council committed to providing one-third of the funds. Commencement of construction is, of course, dependent on the Mahara Gallery Trust completing the fundraising for its two-thirds share of the cost.



# Parks and open space

Council maintains a wide range of parks, reserves and open space on behalf of the community. We spend around \$6.9 million a year on operating costs for this activity (8.6% of our total operating expenditure).

## What we've done in the past 3 years

### *Te Ātiawa Park resurfacing*

Stage two of the project to resurface Te Ātiawa Park involved the addition of a synthetic surface layer. This work started in November 2016 and was completed in January 2017. In a later addition a lighting upgrade was completed in 2018 to improve usability during winter months.

### *Ōtaki splash pad*

The Ōtaki splash pad was built in conjunction with the Ōtaki pool rebuild to ensure an integrated and complementary design. The community was consulted

to help decide on the features that would be part of the final design.

The splash pad was completed in December 2017 and opened with the re-opening of the Ōtaki pool. It is free to use and provides a great activity for children of all ages.

### *Community facilities strategy*

Council undertook a major review of existing community facilities and both current and future requirements in 2016/17 to help develop a community facilities strategy.

After public consultation in May 2017 the strategy was adopted in June 2017. This strategy provides a framework to guide decision-making over the next twenty years for investment in both outdoor and indoor community facilities.

### *Maclean Park management and development plan*

A review of the management and development plans for Maclean Park got underway in early 2016/17 with a variety of engagement methods used to get stakeholder and community feedback.

A second round of engagement included three development plan concepts that were based on what we had heard people wanted at the park. Following feedback on the concepts, one draft development plan was designed based on the community's preferences.



**Te Ātiawa Park netball/tennis courts after upgrade**



The draft management plan and development plan went out for consultation from early August to early October 2017. The Council adopted the final plans in December 2017.

The implementation of the development plan is a staged process, which started in 2018/19 with the removal of the kiosk, the filling in of the pond and grassing of that area, the relocation and expansion of the half basketball court further from the road, installing a covered BBQ space, the start of the central path and a modest refurbishment of the toilet facilities.

#### *Otaraua Park development plan*

The Otaraua development plan process commenced with 'The Otaraua Park Experience' event in March 2017. Over 1,000 people came to the event and provided feedback about how they would like to see the park used.

The draft plan was presented for community consultation in July/August 2018 and was adopted by Council in December 2018.

A separate piece of work to secure land for a secondary access to Otaraua Park was successful. In the future the main access to the park could be from the old SH1 via a bridge over the railway lines.

An upgrade of the drainage for half of the sports fields was completed in time for the 2018 football season. The remaining drainage upgrade work was completed by early 2019. Some initial realignment of the central access road to avoid the power pylons and to improve access through the park was undertaken in June 2019. This work was done by Transpower with a modest contribution from Council.

#### *Haruatai Park*

In 2017/18 a new BBQ was installed at Haruatai Park near the basketball court and a pump track was built in partnership with the Ōtaki Lions Club.

#### *Ōtaki dog park*

A dog park was opened on 1 July 2017 in Ōtaki, on the corner of Aotaki Street and Hinau street. Agility equipment constructed by the Menzshed was installed. The park has proven to be a popular asset in the Ōtaki community.

#### *Playgrounds*

Council has a playground renewals programme based on condition assessments of the equipment in each playground. On average around 3-4 of our 49 playgrounds are scheduled for renewal each year, with community consultation a key part of the programme. Over the past three years ten playgrounds have been upgraded.



**Pohutakawa Park playground open day, after it's 2018/19 upgrade**

### *Cycleways, walkways and bridleways*

Council continues to improve the recreational cycling, walking and bridleway (CWB) routes in the district. This work has focused on both extending the network and improving the linkages within it.

On top of that work the addition of the M2PP Expressway cycleway, courtesy of NZTA, and the Te Ara o Whareroa cycleway through Queen Elizabeth Park, courtesy of GWRC, has given us a CWB network that is very popular with locals and a major attractor of visitors to Kāpiti. Our Resident Opinion Survey has returned results of 92-96% satisfaction with our CWB paths over the past 3 years.

### *Review of Open Space Strategy*

Recent changes to the Resource Management Act require a change to the way Council collects reserve contributions for new subdivisions. This, together with significant changes since the 2012 strategy was written, necessitates a comprehensive review of our Open Space Strategy.

This review commenced in 2018/19, including consultation with key stakeholders and the community. It will take two years to complete and will inform the Development Contributions Policy and the next long term plan.

### *Other projects*

We have also completed a range of other projects over the past three years, including: building two pedestrian bridges in Kaitawa Reserve using material made from recycled plastic bags; a new boardwalk through the Barry Hadfield Nikau Reserve, substantially improving the walkway especially in winter; and a track connecting Paekākāriki to the Te Araroa Paekākāriki Escarpment Track, providing visitors a safe and attractive route to the beginning of the track.



**Over 300 people participated in the 'Path to Park' fun run on 10 March 2019**

In addition, the Parks webpages on the Council website were significantly upgraded, a number of events and promotions were held to inform people about and encourage them to use our parks, and a number of environmental restoration projects were supported across the district.

Several successful events were held in our parks, including the 'Park to Path' fun run which has been held over the last two years and attracted over 200 participants in 2017/18 and over 300 in 2018/19.

## **What we're doing next**

We will continue with our business-as-usual maintenance of parks, open spaces, CWB paths, supporting planting programmes and restoration projects, and renewal of assets such as walkway bridges and boardwalks. In addition, we will be focusing over the next 3-5 years on the major projects outlined below.

### *Open Space Strategy*

We will be completing the review of the Open Space Strategy in 2019/20 and then considering its implications for the Development Contributions Policy.

### *Review of Reserve Management Plans*

We will be starting a review of Management Plans for all appropriate reserves in 2020/21. This is a significant piece of work as it covers 175 of our reserves, some of which will have individual management plans and some of which will be part of omnibus plans. We expect to complete this by 2022/23.

### *Maclean Park development*

The next stage of the Maclean Park development will be in 2021/22. This will involve further development of the central path and landscaping, and is estimated to cost around \$371,000.

The subsequent stage of development will be in 2024/25 with the installation of an older person's playground, extension of the existing children's playground and landscaping. This work has a budget allocation of \$350,000.

### *Otaraua Park development*

The design for a purpose built utility block and associated services will be undertaken in 2019/20. Construction will take place over 2020/21 and 2021/22 at an estimated cost of \$1.5 million. This will provide changing and toilet facilities for teams using the Otaraau Park sports fields and will be a significant upgrade from the porta-cabins that have been used to date. This is one of the first key steps in the staged approach to development of Otaraau Park which will spread the costs of the proposed development while enabling increased use of the park.



### **Approved plan for future development of the 60 Ha Otaraau Park, alongside the Waikanae River**

### *Ōtaki Beach development*

We are planning to draft a Reserve Management Plan, including a Development Plan, for the land beside Marine Parade at Ōtaki Beach. The timing of this work remains uncertain as the land is designated as road reserve. We will need to resolve the 'road stopping' issue before we can proceed.

### *Playground renewals*

We are planning to undertake renewals at the following playgrounds in 2019/20: Campbell Park, Marere Avenue, Mazengarb Reserve, Waimeha Domain, Pharazyn Avenue and Tasman Road. We have allocated \$1.1 million for renewing 14 playgrounds over the next three years at an average cost of around \$78,500 per playground.

# Economic development

The council has a role in enabling sustainable economic growth and, with stakeholders and our iwi partners, we developed an economic development strategy in 2015. We spend around \$2.8 million a year on operating costs for this activity (3.5% of our total operating expenditure).

## What we've done over the past 3 years

The key elements of our Economic Development strategy were progressed over 2015 - 2017 with a Visitor Attraction Plan, an Events Plan and a Business Attraction Plan all developed and implemented.

As part of that work we strengthened our relationship with the Wellington Regional Economic Development Agency (WREDA), and have delivered a number of key projects in the areas of destination marketing and local economic development with them. This included a new destination website for Kāpiti, a promotional video, international student marketing, Screen Wellington film permitting, a PopUp Business School and ongoing digital marketing support.

### Building a visitor economy

Council launched a new Destination Kapiti website, in April 2018 and over recent years has provided marketing and promotional material to a range of publishers including Go Travel, the Sunday Star Times, Destinatonz magazine, and the Air NZ *Kia Ora* magazine. We have also promoted Kāpiti as a destination for cycle tourism, and attended the Show Me Wellington tradeshow in Wellington to promote Kāpiti as a great place for business meetings and team building events.

### *Rationalisation of information services*

Despite progress made in 2017/18 on rationalising costs and improving operational efficiency a decision was made in February 2019 to close the remaining i-SITE at Paraparaumu.

Close monitoring of service usage data identified that the Kāpiti i-SITE was not financially sustainable. The cost of each customer interaction was extremely high.

Visitor information is now available at the district's libraries and service centres, at the Coastlands Aquatic Centre, the Citizen's Advice Bureau, and the Te Newhanga Community Centre. Booking services, as well as general information services, will now be available at the Coastlands Mall customer service counter.

### Events plan implemented

Major events are a significant part of promoting a vibrant and thriving economy and district. As part of that plan a major events fund was established and first implemented in early 2016. The fund has since been used to support the following four events in each of the last three years - the Maoriland Film Festival, the Coastella Music festival, the Otaki Kite festival and the Kapiti Food Fair.



### **Te Ātiawa bring passengers and crew from the first Air Chathams flight into Kāpiti Coast Airport**

Council approved an increase in the Major Events Fund from \$160,000 to \$200,000 per annum in June 2019 to provide more flexibility and allow funding for feasibility studies.

### **Strengthening local business growth**

We aim to strengthen and grow our business economy through support for small business start-up and growth, targeted sector support, assisting the delivery of Māori business growth, and ensuring our youth are well placed to engage in workplace opportunities.

In order to ensure Kāpiti remained an attractive place to do business, Council acted promptly following Air New Zealand's announcement of plans to suspend the Auckland to Kapiti service in March 2018. We explored the opportunity to attract a new airline to resume the route, which led to the new service from Air Chathams starting in August 2018.

Additional key actions in this area have been:

- developed a pilot business attraction brochure with the support of WREDA in 2016/17, which was used in an international campaign;
- supported a local Business Startup Weekend initiative in July 2017 and in May 2019;
- supported and managed the delivery of the PopUp Business School Kāpiti in May 2018, which delivered a two-week business start-up course; and again in June 2019.

### *Youth employment*

A new phase of the Youth Pathways to Employment project was launched in late 2016 to pilot the Work Ready Passport. This was run in conjunction with three local education providers and was marketed with a promotional campaign supported by the Kāpiti Chamber of Commerce and the creation of a website specific to the passport.

This project has created a tool to enable young people to connect with local employers and gain qualifications and experiences that make them work ready. An event was held in late 2017 to introduce the Passport to a range of potential employees.

### *Ultra-fast broadband for Ōtaki*

Council's bid for ultra-fast broadband (UFB) to be installed early in Ōtaki was successful. The Ministry of Business Innovation and Employment announcing in early 2017 that Ōtaki was one of 151 towns around the country that were to have an early installation of UFB. The Ōtaki installation was completed in early 2018/19.



## The Provincial Growth Fund

The Provincial Growth Fund (PGF) was launched in February 2018 and, following an initial period of uncertainty as to whether Kāpiti qualified, the Council gained acceptance of Kāpiti as a development district eligible to apply to the PGF in September 2018.

With the PGF open to a wide range of entities, we worked with the Provincial Development Unit officials for Kāpiti to organise a public meeting in Paraparaumu and two public workshops (in Paraparaumu and Ōtaki) in late 2018 so that those officials could explain the Fund's criteria and processes to potential PGF applicants from the community. Since those meetings we have continued to strengthen our relationship with the Provincial Development Unit and have been providing on-going support and advice to organisations and groups in Kāpiti interested in applying to the PGF.

We have also been looking at potential opportunities for Council-led applications, which meet both the PGF's strategic objectives as well as the Council's long term vision and outcomes. We have identified a short-list of priority projects and are working with partners and key stakeholders to develop those concepts before any applications are considered.

The Kāpiti community is also providing support to the PGF process through the Regional Advisory Group, chaired by George Hickton and the District Leaders Group, chaired by the Rt Hon Jim Bolger. These two groups have been established to ensure that Kāpiti can provide advice to the PGF about what projects are important to Kāpiti.

## Town Centre development

The town centres project has been using the opportunities created by the M2PP Expressway to transform and improve Paraparaumu and Waikanae



### Works underway to upgrade Mahara Place

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town centres. In 2016/17, further opportunities were provided for key stakeholders and the public to give feedback on the designs for the building block projects, including a number of Open Days throughout the year.

The highlights to date have been:

- The Kāpiti Road upgrade was completed in December 2016. It was a collaborative project between Council and Electra.
- The first two stages of the Kāpiti Lights upgrade project were completed in November 2017. This was a joint initiative with costs shared between the Council, Coastlands and Kāpiti Lights businesses.
- The Waikanae cultural thread project aimed at integrating the Whakarongotai Marae into the Waikanae town centre was completed in early 2018/19.
- Physical works to upgrade Mahara Place got underway in May 2019 and are due to finish around August 2019.



### *Mitigating expressway impacts on Ōtaki*

*Elevate Ōtaki*, was formed in late 2017 to focus on minimising any potential negative impacts on business and the community, and maximising any opportunities, from the Pekapeka to Ōtaki Expressway. Projects and programmes will be implemented over five years and co-funded by NZTA and Council.

Activities to date have included work to strengthen the Ōtaki content on the Destination Kāpiti website, development of the Ōtaki identity and a promotional brochure, and meetings with Ōtaki organisations, businesses and developers to discuss their future plans for Ōtaki.

### **What we're doing next**

Over the next three years we will continue to build on what's been achieved with the establishment of significant district events and our other visitor attraction work. We will also continue with successful workshops and training such as the *PopUp Business School* and continue to implement our business attraction plan.

### **Economic Development Strategy refresh**

A prime focus in 2019/20 will be to support the completion and adoption of the refreshed Economic Development Strategy. We will then prioritise its implementation over the next three years.

### **Information and booking services**

We will oversee the provision of information and booking services for residents and visitors from a range of locations, including the customer services counter at Coastlands mall and Council's own libraries and service centres.

### **The Provincial Growth Fund**

The value of the supporting role being played by Council has been recognised by the PDU, with the Council receiving \$140,000 over the next two years from the PGF, to help fund a Provincial Growth Fund Programme Manager in Kāpiti. This role will significantly strengthen the Council's ability to support future PGF applications from Kāpiti, as well as supporting PGF-funded projects.

We will also continue working with partners and key stakeholders on Council's priority projects to understand whether there is potential for a future application/s to the PGF for these projects.

### **Town Centre developments**

In 2019/20, we will continue the Town Centres and Connectors project upgrades, including completing the Mahara Place upgrade and widening Kāpiti Road from Brett Ambler Way to Arawhata Road.

Other projects due to be advanced over the next three years include SH1 revocation related projects in Paraparaumu and Waikanae, the pedestrian promenade alongside Iver Trask Place and Kapiti Primary school, and design of a destination play space in Paraparaumu.

Overall, \$4.28 million has been allocated for this work from 2019/20 to 2021/22.



**An artist's impression of the completed Mahara Place upgrade**

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# Planning and regulatory services

Many of the matters that Kāpiti people deal with the council on are delivered through planning and regulatory services

This cluster of services covers districtwide planning including the preparation of the comprehensive district plan which governs the development of the Kāpiti Coast, as well as developing council strategies, policies and bylaws.

Through our regulatory services, the council issues resource consents to ensure building and development work is in line with legislation and the provisions of our district plan. In addition, we have been managing the earthquake assessment process under changing legislative requirements.

Key day-to-day activities include registering dogs and following up noise complaints. Many of our compliance functions are determined by law, but are part of the way we contribute to community wellbeing. For example, we make sure the community is safe with inspection, licencing and audit of food and alcohol suppliers.

## **In this section you'll find:**

Districtwide planning

Regulatory services

# Districtwide planning

Districtwide planning, includes the preparation of the comprehensive district plan which governs the development of the Kāpiti coast and incorporates other related policy and research work. We spend around \$2.5 million a year on operating costs for this activity (3.1% of our total operating expenditure).

## What we've done in the last 3 years

### *Proposed district plan*

In 2016/17, work was completed on analysing submissions on the proposed district plan (PDP) and writing the recommendation reports (section 42A reports) to the hearings panel in respect of individual chapters of the PDP. The last reports were completed by February 2017 and the last PDP hearing was completed on 5 April 2017.

Overall, 218 submitters were heard through the whole process. The hearings panel 'Minutes' and other communication to and from submitters can be found on the council website.

The hearings panel then prepared their recommendation reports on the PDP which were presented to Council in November 2017 for decision. The PDP Decisions was publicly notified in November 2017.

There were 18 appeals on the PDP Decisions received by the Environment Court. Formal Environment Court mediation meetings were held in April, May and July in 2018, with further mediation in March and May 2019 in relation to nine of the 18 appeals received.

By the end of June 2019 four of the 18 PDP appeals had been fully resolved and two partially resolved. In

addition, four appeals were withdrawn by the appellants in February and March 2019. Eight consent orders relating to these appeals had been finalised by the Environment Court with immediate legal effect. 4:57 PMhis has left 10 appeals still live and yet to be resolved.

### *Requested change to operative plan*

A private plan change request to the current operative district plan was made in early 2016 by Kapiti Coast Airport Holdings Ltd (KCAHL). After following due process with regard to hearings and receiving recommendations from the Hearings Panel the Council resolved to adopt the recommended decision in October 2017. No appeals were received and the Council publicly notified its approval to make the plan change operative in February 2018.

One of the submitters then lodged a Notice of Judicial Review which was successfully defended by the Council.

### *Waikanae Beach local outcomes*

The planning team supported a Waikanae Beach local outcomes process which started with the formation of a local group to help develop the community's vision for Waikanae Beach. After a process of community meetings and initial consultation the draft vision

statement was prepared for more formal consultation in February 2017.

Community feedback was incorporated and the revised vision document was endorsed by the Waikanae community board on 14 March 2017.

Work was then undertaken on a Waikanae Beach character assessment study, which was completed in early 2017/18 and presented to the Waikanae Community Board in November 2017.

#### *Progress on policy work programme*

Over the past three years there has been a heavy workload in the policy work programme. Highlights of work completed or progressed include:

- o the facilities stocktake for the Community Facilities Strategy was completed,
- o work on the Public Places Bylaw was completed, and it was adopted by Council in June 2017,
- o the Easter Sunday Trading Policy was developed and consulted on, then adopted in December 2017,
- o an investigation into the Freedom Camping Policy was reported to the Council in March 2018,
- o the Dangerous and Insanitary Building Policy was adopted in June 2018,
- o the Control of Alcohol in Public Places Bylaw was renewed in December 2018;
- o the Policy Work Programme itself was reviewed and adopted by Council in January 2019;
- o the Class 4 Gambling Policy and the TAB venue Gambling Policy were adopted in April 2019; and
- o the review of the Dog Control policy and the Dog Control Bylaw were adopted in early 2019; and
- o the review of the 2008 Stormwater Strategy got underway.

#### **Coastal adaptation**

On 6 September 2018, the Strategy & Policy Committee agreed in principle to the proposal that the Wellington Region Climate Change Working Group's coastal adaptation sub-group would oversee the development of a regional approach to community-led coastal adaptation. Since then, the Wellington region councils, including Kāpiti, have been working together to develop a regional approach with enough flexibility that it can be tailored to each local community as required.

#### **Housing affordability and availability**

Access to, and affordability of, housing in Kāpiti was becoming an issue of considerable concern early in the review period. This led the Mayor to initiate a series of meetings of the many stakeholders in the housing sector. Out of these meetings, and with the support of the Mayor the Kāpiti Coast Communities Housing Taskforce was formed and, following consultation with stakeholders in the housing sector, a submission was developed for Council's 2018-38 Long Term Plan.

In response to that submission Council noted its need to develop a broader understanding of its role in supporting affordable and social housing and to understand the spectrum of all housing needs across Kāpiti. To advance that work Council engaged *The Property Group* to investigate the options Council has to influence housing issues in the district. They have started that work and have been in discussions with the Housing Taskforce as part of that.

#### *Submissions*

As an extension to the policy and research work conducted by this team they also prepare, or contribute to, submissions and feedback on a number of central and local government legislative, policy and planning proposals.

We have made submissions and provided feedback on 36 different matters over the past three years, including:

- on the Draft Wellington Region Natural Hazards Management Strategy;
- to the Ministry for the Environment (MfE) on the Zero Carbon Bill;
- to the Local Government and Environment Committee on the Rates Rebate (Retirement Village) Amendment Bill;
- to Standards New Zealand on the standards on testing and decontamination of methamphetamine-affected properties;
- to GWRC on the Metlink Fare review;
- to NZTA on the Shortlist of Corridor Options for the Ōtaki to North Levin Expressway;
- to GWRC on its draft long term plan 2018–8;
- to the Governance & Administration Committee on the Local Government (Community Well-being) Amendment Bill;
- to the MfE on the proposed mandatory phase-out of single-use plastic bags;
- to the New Zealand Productivity Commission on the Local Government Funding and Financing Review; and
- to the Environment Select Committee on the Climate Change Response (Zero Carbon) Amendment Bill.

In responding on these matters the outcomes Council is seeking generally relate to clarification of responsibilities and functions between regional and territorial authorities, and improved central government and regional government leadership

### *Satisfaction with the district's development*

In our Residents Opinion Survey we ask a question as to what extent residents “agree that the district is developing in a way that takes into account its unique character and natural environment”. In the first two years of the review period that question has returned satisfaction scores of 75% and 82%, and has just been confirmed as 77% for 2018/19.

### *Urban development capacity*

The National Policy Statement for Urban Development Capacity 2016 (NPS-UDC) requires councils to ensure that there is sufficient development capacity to meet residential and business demand over the next 30 years. This requires capacity and demand modelling of housing and business land needs.

For the past two years we have researched and published quarterly monitoring reports on our website in line with NPS-UDC requirements.

Kāpiti's first assessment of housing and business development capacity under the NPS-UDC is in the process of being finalised; and expected to be published in late 2019, as part of the joint Wellington Regional Housing and Business Assessment.

## What we're doing next

### *Proposed district plan*

We will continue working towards an operative district plan through settlement of the Environment Court appeals on the Proposed District Plan, including progressing the variations needed to bring into effect agreed changes. The next round of Environment Court mediation was due to start in July 2019.



### *Waikanae Beach local outcomes*

The Council will be progressing a draft variation to the Proposed District Plan to develop the Waikanae Beach – Beach Residential Zone later in 2019 to meet the objectives of the local outcomes vision.

### *Policy work programme next steps*

The key pieces of work in the work programme over the next three years are:

- Beach Bylaw review;
- Traffic Bylaw review;
- Development Management Strategy review;
- Sustainable Transport Strategy review;
- Open Spaces Strategy review;
- Strategy for Supporting the Arts review;
- Maori Economic Development and Wellbeing Strategy;
- Environment and Climate Change Strategy;
- Positive Aging Strategy review;

### **Coastal hazards and coastal adaptation**

Work will continue on developing a community-led coastal adaptation approach. This will include extensive community engagement. The aim of this will be to build awareness, increase understanding of potential coastal adaptation pathways, and encourage community participation in these conversations.

A community assessment panel will be tasked with developing a series of recommendations for long term coastal adaptation pathways in the Kapiti Coast.

### **Housing work programme**

On behalf of the Council, *The Property Group* will be doing the following: investigating the district's housing needs, opportunities and constraints; developing

proposed actions to enable the opportunities and mitigate the constraints; and provide measurable outcomes to help Council and stakeholders reach consensus on supporting areas of housing need. The findings of this work will inform the next steps for Council to consider.

### *Submissions*

Work in this area is largely responsive to the draft plans, policies and legislation put up for consultation. It is, consequently, less amenable to prediction. We are expecting to be submitting on the following:

- to the New Zealand Productivity Commission on their draft report back from the Local Government Funding and Financing Enquiry;
- to the MfE on the National Policy Statement on Urban Development;
- to the MfE on the National Policy Statement for Highly Productive Land;
- to the MfE on the National Policy Statement for Freshwater;
- to the MfE on the National Policy Statement for Indigenous Biodiversity;
- to the MfE on the Waste Disposal Levy; and
- to Greater Wellington Regional Council on their 2021 Long Term Plan, as well as on their 2020/21 and 2022/23 Annual Plans.

### *Urban development capacity*

We will continue to monitor and report on residential and business demand and development capacity in the district every quarter, as required.

The findings from Kāpiti's housing and business assessment of development capacity will help inform a review of the Development Management Strategy (2007).

# Regulatory services

The Council provides regulatory services to ensure Kāpiti is a safe, healthy environment and a great place to live, work and visit. We spend around \$7.8 million a year on operating costs for this activity (9.6% of our total operating expenditure).

While we are required to ensure rules and regulations are adhered to, we have an *open for business* approach whereby we endeavour to assist the community to navigate through the law while balancing the competing priorities of all our customers.

## What we've done in the past 3 years

Our open for business approach has been a major focus over the past three years. We have introduced new ways customers can interact with us through on-line technology that streamlines both building consent application and animal management processes. We have published new and improved information to help people navigate their way through the relevant rules and regulations; such as the booklet *Our Business: Your Success*, and newsletters to interest groups about implementation of the Proposed District Plan and Earthquake-prone buildings.

We have also held stakeholder events with topics across the range of regulatory functions, and to meet the special needs of our community, including workshops in Mandarin and Cantonese to assist business owners implement new requirements under the Food Act. We have regularly reflected on how we're going and made changes as a result to improve our service delivery. As part of this we have introduced practises to collect, review and assess complaints to inform ongoing continuous improvement.

## Building, design and development

On top of the sustained high volume of standard day-to-day work we've experienced in this activity over the past three years there has also been the added pressure of adapting to legislative change in this area.

The impact of legislative change is a recurring theme for this activity. There were a number of significant legislative changes over the past three years and these have been commented on below.

A key change was the Building (Accreditation of Building Consent Authorities) Amendment Regulations 2017 which commenced on 1 July 2017. This changed the regime for the assessment of building consent authorities (BCAs) and added to the workload for Council in regards to meeting the biennial accreditation requirements. The Council must be accredited as a BCA in order to be able to grant building consents.

### *Resource consents*

The resource consent processing workload has been notably higher over the past three years than in prior years. Over 2014/15 and 2015/16 there had been 212 and 239 resource consents processed, respectively. Activity has been at a significantly higher level in recent years with 303 consents in 2016/17, 275 in 2017/18 and around 250 resource consents and 60 deemed permitted boundary activities in 2018/19.

Despite the higher work volumes, the team has still consistently met performance targets – average processing times, for non-notified consents that did not have their statutory timeframes extended, averaged 15 working days against a target of 17 days.

On 18 October 2017, the Resource Legislation Amendment Act 2017 came into law. The amendments are the most comprehensive reforms to the Resource Management Act 1991 since its inception. This led to an increased workload for staff with more time being spent assisting customers to navigate these changes

In addition to the Resource Management Act changes, decisions were issued on the Proposed District Plan (PDP) in November 2017. The implementation of the PDP has resulted in the team's workload increasing significantly, due to the new provisions with, in some cases, proposals having to be assessed against both the PDP and Operative District Plan.

Over the past three years there has been considerable additional workload relating to the Mackays to Peka Peka, Transmission Gully and, Peka Peka to Ōtaki expressways.

This work has included compliance inspections, certifications of (and amendments to) management plans, and determinations of works being 'in general accordance' with Board of Inquiry decisions, as well as resource consents and designation alterations related to the projects.

#### *Building control*

In 2015/16, Council had issued 1,063 building consents. This increased significantly to 1,147 in 2016/17 and stayed relatively high, at 1,121, in 2017/18. Despite the higher workloads the average processing time remained below the target of 17 days. It was 14 days in 2016/17 and 11 days in 2017/18. Building consents



#### **Checking development compliance against plans**

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issued eased back to 1,050 in 2018/19 and this was reflected in a further improvement in average processing time down to 10 days.

The building team have continued to work with other councils in the Wellington region to develop a consistent approach across the region. *GoGet*, an electronic approach to processing building consent applications and inspections, was embedded in the business in 2016/17. *Simpli* (formerly *GoShift*), a cross-council initiative to provide an electronic portal for the receipt of building consent applications and payment of fees, went live in March 2018. Around 80% of applications are now lodged through *Simpli*.

#### *Assessing earthquake-prone buildings*

Early in this three year reporting period Council was required to undertake initial seismic assessments of a range of buildings in the district. We had completed initial assessments of 630 buildings accounting for approximately 40% of the buildings identified for assessment prior to the enactment of the 1 July 2017 provisions of the Building (Earthquake-prone Buildings) Amendment Act 2016.

That legislative change required Council to follow a prescribed methodology to profile buildings and request that seismic assessments be completed by building owners for buildings that fit the earthquake-prone profile.

Since then all appropriate buildings have been profiled and potentially earthquake-prone buildings have been followed up on with owners as required. Those buildings that have been identified as Earthquake prone have been issued with notices and details entered on the national register.

#### *Building system legislative reform*

During early 2019 Council submitted on the Building System Legislative reform consultation which prefaces potential legislative change for the coming years. The areas identified as needing reform were; setting out clear roles and responsibilities, making sure the right information is available, and holding people to account. Although risk and liability settings were open for discussion, the proposal was to retain the current regime of joint and several liability and introduce voluntary guarantee and insurance products.

### **Public health and safety**

#### *Sale and Supply of Alcohol Act 2012*

The alcohol licensing team is tasked with enforcing the Sale and Supply of Alcohol Act (2012). This requires them to undertake a significant number of inspections each year related to applications for a new licence, to renew a licence, for a special license, for temporary authority, for new manager's certificates and for renewal of manager's certificates.

Although each type of application doesn't take equivalent inspection time it is indicative of the team's workload that they conducted 806 of the above inspections over 2016/17 and 2017/18. In addition, they

also conducted a further 152 visits related to monitoring of alcohol-licensed premises over those two years. Despite this workload all inspection targets were achieved.

In 2017/18, staff began tri-agency workshops with the NZ Police and the Ministry of Health and invited on-licence licensees and their managers. The aim of these workshops was to build better partnerships and help licensees understand and adapt to the new legislation.

#### *Environmental health*

The Food Act 2014 came into force on 1 March 2016. From that date, all new food businesses or those that change hands must operate under a food control plan (FCP), custom food control plan or national programme.

This led to an increased workload for the environmental health team as some businesses struggled with the transition. Staff provided workshops to introduce the requirements of the new legislation, and regularly worked with individual business owners to assist them with their new FCP requirements. This was in addition to processing the individual plans and programmes received and undertaking the required inspections and audits of food businesses.

All existing food businesses were required to have transitioned by 31 March 2018. That target had been met, however five food premises were unregistered at the end of 2018/19 resulting in compliance action by our Food Safety Officers.

The environmental health team conducted five further stakeholder events in 2018/19 to assist food businesses comply with the requirements of the food control plans. Two of these workshops were conducted in Mandarin and Cantonese, to assist business owners for whom these are their first language, and who were

experiencing difficulty in implementing the new requirements under the Food Act 2014.

### *Swimming pool inspections*

The Building (Pools) Amendment Act 2016 which came into effect on 1 January 2017 changed the regime around inspection of pool fencing and expanded the workload. It required compliance inspections on a mandatory three-yearly cycle, rather than the previous five-yearly cycle.

The team has focussed primarily on resolving historical issues with known non-compliant pools in the district. The team also created an educational brochure and sent it to all known pool owners to help them understand their obligations. It enabled owners to better prepare before staff inspected the barriers.

With 274 inspections in 2017/18 and 291 in 2018/19 we are quickly approaching the 300 per annum needed. Focusing on known risks first and educating pool owners, gives the best potential outcome for Council's future workload in this area.

### *Animal management*

The number of dog owners and registered dogs continues to grow. In 2018/19, the total number of registered dogs is over 7,800, and registered dog owners is around 6,200.

The animal management team has focused over the past three years on education of dog owners and providing a visible presence in the community. In January 2017 a seven-day roster was introduced, providing a service that is more accessible to customers outside of normal business hours.

In addition, staff have been provided with mobile devices enabling them to access, enter and process information while they are in the field and a mobile



**The animal management team have been focusing on engaging with and educating dog owners**

Eftpos machine allowing them to process payments in the field. These changes mean a wandering dog can be dealt with over the weekend and released to the owner rather than being taken to the animal shelter for processing or holding over the weekend. This has improved our efficiency and our customer service.

In 2016/17 the team secured funding as part of the Government's de-sexing initiative for menacing dogs, an approach which helps to reduce aggression in dogs. The animal management team contributed to the new Dog Control Policy 2019 and Dog Control Bylaw 2019 which were adopted by Council in early 2019.

### **What we're doing next**

Over the next three years we'll continue to carry out our statutory functions over the breadth of our areas of responsibility, including environmental health, licensing and compliance. We'll also be aiming for further improvement in the customer experience, to progress our 'open for business' approach. As part of this we'll be looking to increase efficiency and

accessibility for customers by continuing to improve mobility through technological improvements.

#### *Building control and resource consents*

We anticipate there may be a further surge in building work in coming years. At such times when the workload exceeds staff resources, rather than impose avoidable delays on consent applicants, we will continue to utilise consultants in a temporary capacity to ensure consent processing times remain consistent.

#### *Building Consent Authority Accreditation*

In October 2019 we will again be working through the Building Consent Authority accreditation audit. This is a biennial requirement to ensure our processes and performance as a building consent authority is up to the mark and that Council warrants retaining the authority to continue that work.

#### *Subdivision Development Principles and Requirements (SDPR)*

The SDPR is a guide to subdivision and development within the district. It sets out what the Council needs from developers so that the requirements of the Resource Management Act 1991 and the Kapiti Coast District Plan are met. A review of this document has commenced and is expected to be completed within the next couple of years.

#### *Managing the earthquake-prone building process*

We have transitioned to business as usual in the EPB space and our focus is on ensuring earthquake-prone buildings are strengthened or demolished as required by the EPB notices. This work will need to be undertaken within 7.5 years for priority buildings or 15 years for other buildings.

There are still a few buildings part way through the owner assessment phase of the process. Council will

consider their assessment against prescribed criteria and decide, with independent engineering advice as appropriate, if the building is earthquake-prone. We will be issuing the last remaining EPB notices to identified building owners early in 2019/20.

#### *Building system legislative reform*

What the final legislative changes will be and the work Council will need to do to implement these is not yet clear.

#### *Beach Bylaw review*

The Environmental Protection team will be contributing to the review of the Beach Bylaw that will be undertaken in 2019/20.

#### *Animal management*

The team will continue to promote better control of dogs through early intervention to contribute to a safer community, will retain a high visibility approach and will continue to use 'Marley' to promote positive messaging around dog control in the Community.



**Council is using its 'spokes-dog' Marley as part of a promotional campaign with dog owners**

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# Governance and tāngata whenua

The governance and tāngata whenua cluster focuses on our decision making and the importance of community participation

This cluster reports on our current arrangements in terms of the structure and make-up of the Council's governance as well as the provision of meeting information and agendas to the public.

We have a strong, active partnership with our three iwi and aim to embed tāngata whenua values into our operations and to guide the overall development of Kāpiti. As well as the information in this section, our iwi partners shared their vision in the *2018-38 Long Term Plan* (pages 9-12). Support for iwi-led growth is included in our economic development strategy.

**All activities in this cluster are combined in one section:**

Governance and tāngata whenua

# Governance and tangata whenua

The governance and tāngata whenua activity manages our democratic processes, provides supports for Council meetings and decision-making and contributes to community participation and iwi engagement. We spend around \$9.2 million a year on operating costs for this activity (11.4% of our total operating expenditure).

## What we've done in the past 3 years

### Governance

This activity helps arrange agendas for all the meetings on the Council calendar and ensures relevant reports are received and distributed on time. Reports for meetings that are open to the public are made available to the public in advance of those meetings by posting Agendas and meeting papers to the Council website.

Over the past three years there have been 42 council meetings and 99 standing committee meetings, an average of 14 and 33 of each per annum. In addition, elected members attend a significant number of briefings and workshops throughout the year around specific topics, especially in regard to either the annual or long term plan. When the volume of papers provided for each meeting are considered this makes for a significant workload for councillors.

In addition, each community board has between 7-9 meetings each year with the ward councillor(s) attending.

### *Election matters*

In 2017/18 Council confirmed the Single Transferable Vote system as the preferred electoral system for the

next two triennial elections, and any associated election.

### *Public consultation*

Council provides a range of consultation opportunities in any year on draft plans, policies and proposals. The most significant consultation in the past three years was on the 2018-38 Long Term Plan. As part of this, Council made changes to improve the affordability of our rating. These changes meant lower rates increases for 71% of residential ratepayers in 2018/19.

### *Civic events*

Council is committed to hosting civic ceremonies and other events. Some of the key events were:

- an Inauguration Ceremony for newly-elected members following the local body elections on 25 October 2016, which included a pōwhiri led by Te Ātiawa ki Whakarongotai,
- World War I commemorative activities in 2016/17 with a Kapiti Remembers Research Competition involving local school children,
- community and civic awards each year,
- the annual Waitangi Day event, which in 2018 included the launch of an exhibition on the Treaty of Waitangi titled Te Tiriti; me huri whakamuri ka titiro whakamua,

- the annual Electra business awards, and
- twenty-one citizenship ceremonies over the past three years, conferring citizenship on 778 people from a wide range of countries and cultures.

## Tāngata whenua

Council has a long-standing relationship with tāngata whenua and a commitment to its partnership with Te Āti Awa ki Whakarongotai, Ngāti Raukawa ki te Tonga and Ngāti Toa Rangatira and the memorandum of partnership it holds with them. This relationship provides for active projects and includes a commitment to working via Te Whakaminenga o Kāpiti, the partnership mechanism for advancing matters of mutual interest.

Over the past three years the key achievements in this area have been the following:

- iwi were engaged in several working parties including town centres, water management, the treatment of bio-solids and the development of cultural impact assessments,
- engagement was undertaken with Te Ātiawa ki Whakarongotai on the Otaraua Park development plan,
- engagement was undertaken with Ngāti Toa Rangatira and Te Ātiawa ki Whakarongotai on the Maclean Park development plan.
- Maori economic development grants of around \$50-55,000 were allocated each year
- a range of Matariki activities were organised for June and July of each recent year, including kapa haka, street festivals, a library series of activities and appeals for food bank donations,
- te reo Māori classes were offered for the community at the district's libraries, and.



**A warm welcome to Waitangi Day 2019 at Ramaroa, Queen Elizabeth Park**

- twenty Ākina te Reo videos were produced by staff and community groups over the first two years of the review period, of people speaking te reo in everyday ways. These are available on Council's website and Facebook page.

## What we're doing next

### *Elections 2019*

The first key piece of work for the next three years is to finalise preparations and administer the council and community board elections for the 2019-21 triennium. That includes writing and distributing the Pre-Election Report 2019.

### *Training and induction of new elected members*

The Democracy Services team will then be tasked with the induction and training of new elected members following the local authority elections on Saturday 12 October 2019.

#### *Other Governance work-streams*

Following on from that our focus will be very much on business –as-usual, planning and managing Council and committee meetings, distributing agendas and associated papers, and publishing relevant papers to the Council website.

#### *Tāngata whenua work-streams*

We will be continuing to seek and progress consultation on a broad range of matters with iwi, continue to administer the Māori economic development fund, maintain our focus on iwi capacity building and ensure continued Māori participation in the decision-making processes of the Council.

**Back cover photo:**

Enjoying our increasingly popular  
Waikanae River cycleway





Do you have questions about how we'll pay for infrastructure and keep improving services?

Are you concerned about climate change and housing and local jobs?

Do you want to see us grow in a good way?

Is it important to you our community is strong?

**Read Our Kāpiti Story and help  
shape our district's future**

2019 local elections



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