

MINUTES	MEETING	TIME
KĀPITI COAST DISTRICT COUNCIL	THURSDAY 7 DECEMBER 2017	10.02 AM

Minutes of the additional meeting of the Kapiti Coast District Council on Thursday 7 December 2017, commencing at 10.02 am in Council Chambers, Ground Floor, Kapiti Coast District Council, 175 Rimu Road, Paraparaumu.

PRESENT	Mayor	K	Gurunathan	Chair
	Cr	M	Benton	
	Cr	A	Buswell	
	Cr	M	Cardiff	
	Cr	J	Cootes	
	Cr	J	Elliott	
	Cr	J	Holborow	
	Cr	J	Howson	
	Cr	M	Scott	
	Cr	F	Vining	
ATTENDING	Mr	P	Edwards	Chair, Paekākāriki Community Board
	Ms	J	Prvanov	Chair, Waikanae Community Board
	Mr	J	Best	Chair, Paraparaumu-Raumati Community Board
	Ms	S	Warwick	Member, Ōtaki Community Board
	Mr	G	Simpson	Acting Chief Executive
	Mr	W	Maxwell	Group Manager, Corporate Services
	Mr	S	Mallon	Group Manager, Infrastructure Services
	Ms	N	Tod	Group Manager, Regulatory Services
	Mr	M	Pedersen	Group Manager, Community Services
	Ms	J	McDougall	Manager
	Ms	L	Belcher	Manager, Democracy Services
APOLOGY	Cr	D	Scott	
	Ms	C	Papps	Chair, Ōtaki Community Board

The Mayor welcomed everyone to the meeting and gave the Council blessing.

KCDC 17/012/193

**(a) APOLOGIES**

**MOVED (M Scott/Cootes)**

**That apologies are received from Cr David Scott and Ms Christine Papps, Chair, Ōtaki Community Board.**

**CARRIED**

Cr Penny Gaylor is not able to attend due to a conflict with a Greater Wellington Regional Council meeting.

**(b) DECLARATIONS OF INTEREST**

There were none.

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KCDC 17/12/194

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

1. Richard Morris from First Union spoke regarding recommendation for adoption from the Strategy and Policy Committee covered in item 11 on the Agenda.

*Mark Benton arrived at 10.10 am*

KCDC 17/12/195

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses  
The Mayor gave his personal assurance that he would publicly make known if he hears of cases of workers being forced or pressured into working on Easter Sunday.

- (b) Leave of Absence  
**MOVED (M Scott/ Cootes)**

**That leave of absence be granted to Cr Holborow from the 24 December 2017 to 3 January 2018 and from 13 to 28 January 2018.**

**CARRIED**

- (c) Matters of an Urgent Nature  
There were no matters of an urgent nature.

KCDC 17/12/196

**MAYOR'S REPORT**

A copy of the Mayor's Report was provided to each of the Elected Members.

**MOVED (M Scott/Cootes)**

**That Council receives the Mayor's Report.**

**CARRIED**

KCDC 17/12/197

**ADOPTION OF MACLEAN PARK MANAGEMENT PLAN (CS-17-377)**

Max Pedersen and Alison Law spoke to the report and answered members' question.

It was confirmed that discussion is underway with the boating club at the moment as to how the car park area may be improved. There was discussion that if a project became inevitable as a result of consultation and slightly exceeded the area of Project A some movement in the size of that area could be considered.

Staff were congratulated on the work undertaken on the consultation process.

There was discussion about the importance of managing expectations in the community carefully with appropriate communication in particular over the development of the plan in virtue of budget constraints.

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**MOVED (Vining/Benton)**

**That the Council adopts the Maclean Park Management Plan as attached to this report as Appendix 1.**

**CARRIED**

*Cr Elliott arrived at 10.53am and apologised for lateness.*

KCDC 17/12/198

**REVIEW OF LOCAL GOVERNMENT ELECTED MEMBER REMUNERATION – LONG TERM PROPOSALS (Corp-17-381)**

Ms Leyanne Belcher spoke to the report.

It was highlighted in discussion that the Remuneration Authority are proposing that there should be a “base pay” for all mayors/chairs. Additional remuneration would then be on top of this, depending on the size of the council. There was discussion about what should determine base remuneration.

Gary Simpson explained that at the recent Mayoral Forum Dame Fran Wilde, the Chair of the Remuneration Authority, gave the example of the Mayor of Carterton and Mayor of Auckland Mayor substantially carry out the same range of functions. The difference was the scale. There was a similarity of responsibility. The underlying point that Dame Fran was making was that there are flaws in a simply population based formula and there are core responsibilities that need to be recognised.

Staff were requested to amend the feedback to indicate that the base salary should reflect that all Mayors carry out similar functions across the local authorities and any additional responsibility in areas with high populations can be addressed through additional pay.

**MOVED (Holborow/Buswell)**

**That Council approve, as amended, the feedback on the changes to Elected Member remuneration, expenses and allowances proposed by the Remuneration Authority as at Appendix 1 of report Corp-17-381.**

**CARRIED**

The meeting adjourned at 10.35am and resumed at 10.42am

KCDC 17/12/199

**COMMUNITY CONTRACTS FUNDING FROM 2018/19 (SP-17-384)**

Emma Haxton and Tania Parata spoke to the report and answered members’ questions. There was discussion about the future possibility of repurposing funding as opposed to using new money which would have an impact on proposed rates. The total Pool is \$433,000 and clarification was provided that if Council decide that funding is to be taken out, staff would come back and provided options as to how those monies could be used and whether that would be contestable. It was clarified that a forum and meetings have taken place in order to engage with the current contractors. There was discussion about the options around the funding for Surf Lifesaving and Emergency Services. There was discussion about any flexibility in the use or size of the overall pool, or the two separate pools of money including as a result of the Long

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Term Plan consultation process. There was also discussion about opportunity for future portability between the funds up to a fund cap.

There was discussion about potential additional wording  
That the Council allocates up to \$87,000 of the proposed contestable investment funding model for beach lifeguard and emergency transport services funding from 2018/19, acknowledging that these services are exempt from the criteria of the fund.

*Mark Benton left the meeting at 11.19am and returned at 11.20am*

*Cr Elliott foreshadowed that she would be proposing an amendment to section b of the recommendation.*

Staff explained that the obligations of Council under the Treaty of Waitangi and to Iwi prosperity are different which is why both are included.

**MOVED (Elliott)**

That the fourth principle of section B of the recommendation is changed to /Community prosperity'.

**LOST** for want of a seconder

Cr Holborow foreshadowed that she would be proposing an amendment to the recommendation.

**MOVED (Holborow/Cootes)**

**That the recommendation be amended to add that 'If the \$87,000 is not fully subscribed for the purposes identified that the remaining funds are reallocated to the social investment fund'.**

**CARRIED**

**MOVED (Cootes/Benton)**

**That the Council acknowledge the work of the Social Investment Advisory Group and thanks the members for their dedication, expertise and knowledge to take the Kāpiti social investment programme forward.**

**That the Council adopts the Social Investment Advisory Group's:**

- a Recommended outcomes for the community contestable funding:**
  - **Connected communities**
  - **Safe communities**
  - **Capable sector**
- b Recommended guiding principles to underpin the community contestable funding model:**
  - **Sustainability**
  - **Equity**
  - **Treaty of Waitangi**
  - **Iwi prosperity**

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- Valuing community and volunteer contributions
- Partnership and collaboration

That the Council notes the community contracts contestable funding will be awarded by 1 July 2018 with a three year funding term.

That the Council approves the removal of \$87,000 from the proposed contestable investment funding model for beach lifeguard and emergency transport services funding from 2018/19.

If the \$87,000 is not fully subscribed for the purposes identified that the remaining funds are reallocated to the social investment fund.

That the Council notes that a report outlining funding options for beach lifeguard and emergency transport services will be provided to Council in 2018.

**CARRIED**

*Cr Elliott voted against the motion.*

**MOVED(Cootes/Holborow)**

That Staff and the Advisory Group are congratulated on their work.

**CARRIED**

KCDC 17/12/200

**REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS (Corp-17-374)**

Leyanne Belcher spoke to the report.

There was one recommendation for adoption from the Audit and Risk Committee on 30 November 2017:

**MOVED (Vining/Holborow)**

That Council adopts the Audit Engagement Letter.

**CARRIED**

There was one recommendation for adoption from the Strategy and Policy Committee on 23 November 2017:

**MOVED (Benton/Buswell)**

That Council adopt the Local Easter Sunday Shop Trading Policy.

**CARRIED**

For: Crs Cardiff, Holborow, Howson Vining, M Scott, Benton, Buswell  
 Abstained: Mayor  
 Against: Cr Elliott, Cr Cootes

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**MOVED (M Scott/Cardiff)**

**That the Council notes that the Waikanae Community Board received the report and endorsed the recommendations of the Waikanae Beach character study.**

**That the Council notes that the Waikanae Community Board considers the proposed Waikanae Beach Plan Change be given priority with regard to the forward work programme for the Operative District Plan.**

**CARRIED**

**MOVED (M Scott/Cardiff)**

**That Council receives Report Corp-17-374 (Reports and Recommendations from Standing Committees and Community Boards).**

**CARRIED**

*Cr Elliott voted against the motion.*

KCDC 17/12/201

**CONFIRMATION OF MINUTES : 19 OCTOBER 2017, 9 NOVEMBER 2017**

**MOVED (M Scott/Benton)**

**That the minutes of the Council meeting on 19 October 2017 be accepted as a true and accurate record of that meeting.**

**CARRIED**

An amendment was requested to the wording of Apologies from Cr M Scott on page 1 of the minutes of 9 November Council Meeting.

**MOVED (Holborow/M Scott)**

**That the amended minutes of the Council meeting on 9 November 2017 be accepted as a true and accurate record of that meeting.**

**CARRIED**

KCDC 17/12/202

**PUBLIC SPEAKING TIME (for items not related to the agenda)**

Salima Padamsey spoke about a request that she had made for minutes of meetings between the Mayor and members of staff with Standard and Poors and her view that it was unacceptable that no minutes were taken. It was explained that these meetings do not come under the definition of meeting as defined in the Local Government Official Information and Meetings Act. Ms Padamsay also asked what the excess was on the Councils insurance for a Defamation Suit. The Mayor commented that staff could supply a written response in response to the question about excess on insurance.

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**RESOLUTION TO GO INTO PUBLIC EXCLUDED**

**MOVED (M Scott/Vining)**

**PUBLIC EXCLUDED RESOLUTION**

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public (with the exception of Community Board representatives) now be excluded from the meeting for the reasons given below, while the following matters are considered:

- **Maypole Development Contribution (RS-17-376)**
- **Kapiti College Performing Arts Centre : Funding and Access Agreement (CS-17-360)**
- **Kaitawa Crematorium Lease (CS-17-383)**
- **Confirmation of Public Excluded Minutes – 19 October 2017**

The general subject of each matter to be considered, while the public are excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under Section 48(1) for the passing of this resolution</b>
<b>Maypole Development Contribution (RS-17-376)</b>	Section 7(2)(a) – to protect the privacy of natural persons. Section 7(2)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.
<b>Kapiti College Performing Arts Centre : Funding and Access Agreement (CS-17-360)</b>	Section 7(2)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.
<b>Kaitawa Crematorium Lease (CS-17-383)</b>	Section 7(2)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
<p><b>Confirmation of Public Excluded Minutes – 19 October 2017</b></p>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority ... in the course of their duty.</p>	<p>Section 48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>

**CARRIED**

*The Council meeting went into public excluded session at 12.04 pm.*

*The Council came out of public excluded session at 1.15pm.*

*The Council meeting closed at 1.16 pm.*

*Signed .....* / ..... / 2018

Mayor K Gurunathan