

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
STRATEGY, OPERATIONS AND FINANCE COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 12 JUNE 2025 AT 9:33 AM**

**PRESENT:** Cr Sophie Handford (Chair), Mayor Janet Holborow, Cr Martin Halliday, Cr Rob Kofoed, Cr Jocelyn Prvanov, Cr Shelly Warwick, Cr Nigel Wilson, Cr Kathy Spiers

**IN ATTENDANCE:** Ms Kris Pervan, Mr Sean Mallon, Mr Cam Butler, Mr Richard Mansell, Ms Anna Smith, Ms Maria Cameron, Ms Jessica Mackman, Mr Darryn Grant, Ms Bronte Higgs

**WHAKAPĀHA | APOLOGIES:** Ms Kim Tahiwī (Ngā Hapū o Ōtaki)

**LEAVE OF ABSENCE:** Deputy Mayor Lawrence Kirby, Cr Liz Koh, Cr Glen Cooper

**1 NAU MAI | WELCOME**

The Chair, Cr Sophie Handford, welcomed everyone to the meeting.

**2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING**

The Chair read karakia a te Kaunihera.

**3 WHAKAPĀHA | APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION SOF2025/25**

Moved: Mayor Janet Holborow

Seconder: Cr Sophie Handford

That the apology received from Kim Tahiwī (Ngā Hapū o Ōtaki) be accepted.

**CARRIED**

The Chair advised that an apology had also been received from Denise Hapeta (Ngā Hapū o Ōtaki) and noted that Deputy Mayor Lawrence Kirby, Cr Liz Koh and Cr Glen Cooper had leaves of absence.

**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |  
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were no declarations of interest relating to items on the agenda.

**5 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

There were no public speakers present.

**6 NGĀ TEPUTEIHANA | DEPUTATIONS**

There were no deputations scheduled.

**7 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

- (a) There were no requests for a leave of absence.
- (b) There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.

**8 HE KŌRERO HOU | UPDATES**

There were no updates scheduled.

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION SOF2025/26**

Moved: Cr Martin Halliday

Seconder: Cr Rob Kofoed

That the minutes of the Strategy, Operations and Finance Committee meeting of 15 May 2025 be accepted as a true and correct record.

**CARRIED**

**10 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA | CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

**11 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**PUBLIC EXCLUDED RESOLUTION SOF2025/27**

Moved: Cr Sophie Handford

Seconder: Cr Martin Halliday

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>11.1 - Major Event Fund Closeout and Recommendations 2025-26</b>	Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>CARRIED</b>		

The Chair, Cr Sophie Handford confirmed that community board members in attendance could remain in the public excluded session.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting went into public excluded session at 9.36am.

Cr Nigel Wilson joined the meeting at 9.36am during the public excluded session.

Cr Jocelyn Prvanov joined the meeting at 9.39am during the public excluded session.

#### **COMMITTEE RESOLUTION SOF2025/29**

Moved: Cr Sophie Handford  
Seconder: Mayor Janet Holborow

That the Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee moves out of a public excluded meeting.

**CARRIED**

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee came out of public excluded session at 10.17am.

## **12 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**

The Chair, Cr Sophie Handford closed the meeting with karakia whakamutunga and **the Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 10.17am.**

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**HEAMANA | CHAIRPERSON**