

| MINUTES | MEETING | TIME |
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| KĀPITI COAST DISTRICT COUNCIL | THURSDAY 27 SEPTEMBER 2018 | 10.05 AM |

Minutes of the meeting of the Kāpiti Coast District Council on Thursday 27 September 2018, commencing at 10.05 am in Council Chambers, Ground Floor, Kāpiti Coast District Council, 175 Rimu Road, Paraparaumu.

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|------------------|-------|---|------------|--|
| PRESENT | Mayor | K | Gurunathan | Chair |
| | Cr | M | Benton | Would be arriving late |
| | Cr | J | Holborow | |
| | Cr | J | Cootes | |
| | Cr | J | Elliott | |
| | Cr | J | Howson | |
| | Cr | M | Scott | |
| | Cr | F | Vining | |
| ATTENDING | Mrs | J | Prvanov | Chair, Waikanae Community Board |
| | Mr | J | Best | Chair, Paraparaumu-Raumati Community Board |
| | Ms | C | Papps | Chair, Ōtaki Community Board |
| | Mr | P | Edwards | Chair, Paekākāriki Community Board |
| | Mr | W | Maxwell | Chief Executive |
| | Ms | N | Tod | Group Manager, Regulatory Services |
| | Mr | S | Mallon | Group Manager, Infrastructure Services |
| | Mr | K | Black | Acting Group Manager, Strategy and Planning |
| | Mr | E | Church | Acting Group Manager, Corporate Services |
| | Ms | J | Straker | Chief Financial Officer |
| | Ms | S | Matich | Intermediate Policy Planner |
| | Mr | A | Mitchell | Manager, Solid Waste Services |
| | Ms | A | Law | Manager, Parks and Recreation |
| | Mr | C | Pearce | Acting Manager, Project Planning and Reporting |
| | Ms | A | Horn | Manager, Financial Accounting |
| | Ms | K | Brown | Parks and Recreation Planning Officer |
| | Ms | L | Belcher | Manager, Democracy Services |
| APOLOGIES | Cr | A | Buswell | |
| LEAVE OF ABSENCE | Cr | D | Scott | |
| | Cr | M | Cardiff | |

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

KCDC 18/09/303

(a) APOLOGIES

MOVED (M Scott/Holborow)

That apologies are accepted from Cr Buswell and Cr Benton.

CARRIED

It was noted that Cr D. Scott and Cr Cardiff were on leave of absence.

(b) DECLARATIONS OF INTEREST

There were none.

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KCDC 18/09/304

PUBLIC SPEAKING TIME (for items relating to the agenda)

Trevor Daniel spoke regarding items 9, 11, 12 and 15 on the agenda, the 'Annual report to 30 June 2018', 'Submission to Greater Wellington Regional Council on initial representation proposal for the 2019 triennial elections', 'Submission to the Ministry of the Environment on the proposed mandatory phase-out of single use plastic shopping bags' and 'Lease with Kapiti Citizens Services Trust at Blue Gum Reserve'.

KCDC 18/09/305

UPDATE: CR PENNY GAYLOR, GREATER WELLINGTON REGIONAL COUNCIL

Cr Penny Gaylor introduced Ms Penny Fairbrother from Greater Wellington Regional Council (GWRC), who spoke to, and answered members questions about, a report that had been circulated to members 'Are we meeting our environmental outcomes in the Kāpiti Coast catchment?'. This Report had been recently presented at the 11 September 2018 meeting of the GWRC Environment Committee.

There was discussion about the whitua process, which is scheduled to start in 2019, being an appropriate space to address these issues. The report 'Are we meeting our environmental outcomes in the Kāpiti Coast catchment?' is a precursor to that process.

It was highlighted that Wellington Waste Management Committee has recommended to GWRC that the whitua process should include monitoring and management of waste on rural farms in relation to its effects on water quality.

There was discussion about the Kapiti Coast District being the only District in the Wellington Region which had no water restrictions in place during the recent and very dry summer.

GWRC would provide monitoring data for the Whareroa stream to Mr Edwards, Chair of the Paekākāriki Community Board. Information from the report would be fed back to the various environmental groups in the Kāpiti Coast District. Information on ground water zones would be provided to Jocelyn Provanov, Chair of the Waikanae Community Board.

Any information identifying gaps in the report would be welcomed by GWRC in preparation for the work involved in the whitua process.

Cr Gaylor spoke in reference to 'Submission to Greater Wellington Regional Council on initial representation proposal for the 2019 triennial elections'. Cr Gaylor explained the post the first paper to GWRC on this topic Cr Gaylor had requested staff look at changing boundaries in a way that would go towards an option equivalent to what Porirua/Tawa Constituency. Cr Gaylor had also spoken to the inclusion of an option that included an increase to 14 Regional Councillors with the additional proposed member being for the Kāpiti Coast. Cr Gaylor had argued during debate at GWRC that work of the Crs representing Porirua and the Kāpiti Coast often involves representing very different interests.

The Mayor asked for clarification as to how the proposal to drop the word 'Coast' from the 'Kāpiti Coast' had been reached. There are marketing, economic and lifestyle factors associated with the name Kāpiti Coast.

The meeting adjourned at 10.52am and resumed at 10.59am.

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KCDC 18/09/306

MEMBERS' BUSINESS

- (a) Public Speaking Time Responses:
There were no public speaking time responses.
- (b) Leave of Absence:
There were none.
- (c) Matters of an Urgent Nature:
There were no matters of an urgent nature.

KCDC 18/09/307

MAYOR'S REPORT

The Mayor spoke to his report which had been circulated to members.

MOVED (M Scott/Elliott)

That members receive the Mayors Report.

CARRIED

KCDC 18/09/308

PRESENTATION: PAEKĀKĀRIKI WIND TURBINE PROJECT

Graham Coe, Chair of Paekākāriki Community Trust and Graham Mills, consultant on wind turbines, spoke to a presentation. A paper had been circulated Informing Council about the Paekakariki wind power initiative. Paekākāriki Community Trust was seeking support and advice from the Council for the initiative and with regard to engagement, for example, with NZTA. The Trust was not seeking funding from Council.

It was highlighted that application could be made by The Trust to the Provincial Growth Fund. Wide ranging support from the community is key to a successful application and Council could support an application. The Group Manager Infrastructure Services offered to provide advice to the Trust in relationship to the Public Works Act.

Cr Benton joined the meeting at 11.13am.

KCDC 18/09/309

ANNUAL REPORT TO 30 JUNE 2018 (SP-18-616)

Chris Pearce and Jacinta Straker spoke to the report and answered members' questions.

Clarification was provided that there are 8 prudence bench marks, correcting the references on pages 7 and 8 of the Annual Report.

Cr Benton left the meeting at 11.27am and returned at 11.32am.

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MOVED (M Scott/Elliott)

That the Council adopts pursuant to Section 98 of the Local Government Act 2002, the Kāpiti Coast District Council Annual Report for the year ended 30 June 2018 attached as Appendix 1 to this report (SP-18-616).

That the Council delegates to the Mayor, Chair of the Operations and Finance Committee and Chief Executive the authority to approve minor editorial changes to the material contained in the Annual Report 2017/18 (Appendix 1 to Report SP-18-616) prior to publication.

CARRIED

Members acknowledged the huge amount of work carried out by staff.

KCDC 18/09/310

APPOINTMENT OF NEW ELECTORAL OFFICER (Corp-18-614)

Ewen Church spoke to the report.

MOVED (Elliott/Cootes)

That Council notes that the Electoral Officer and Deputy Electoral Officer roles and the STV vote processing of the 2019 local body elections will be managed on an in-house basis.

That Katrina Shieffelbein be appointed to act as the Council's Electoral Officer.

CARRIED

MOVED (Gurunathan/Elliott)

That Council notes and provides formal thanks for the longstanding service as the Electoral Officer given by Jude Wadsworth.

CARRIED

KCDC 18/09/311

SUBMISSION TO GREATER WELLINGTON REGIONAL COUNCIL ON INITIAL REPRESENTATION PROPOSAL FOR THE 2019 TRIENNIAL ELECTIONS (Corp-18-610)

Ms Belcher spoke to the report and answered questions from elected members.

A correction was made to paragraph 33 of the report. It appears that approval had not been provided by Te Whakaminenga o Kāpiti for the proposed change of name from 'Kapiti Coast Constituency' to 'Kāpiti Constituency'.

Members discussed the options and the current under representation of the Kāpiti Coast at the Regional Council table.

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MOVED (Vining/Holborow)

That Council propose two regional councillors for Kāpiti Coast alone and approves the amended submission to Greater Wellington Regional Council to that effect.

CARRIED

MOVED (M Scott/Elliott)

That Council rejects the proposed name change from ‘Kapiti Coast Constituency’ to ‘Kāpiti Constituency’ with the loss of the word ‘Coast’.

CARRIED

KCDC 18/09/312

SUBMISSION TO THE MINISTRY FOR THE ENVIRONMENT ON THE PROPOSED MANDATORY PHASE-OUT OF SINGLE USE PLASTIC SHOPPING BAGS (SP-18-611)

Sally Matich and Adrian Mitchell spoke to the report and answered members’ questions.

It was clarified that the submission relates solely to shopping bags and not to other types of bag. There was discussion about reusable, recyclable and compostable bags. There was discussion about amending the submission to incorporate a stronger message about product stewardship and urgent action required in relation to single use plastics.

MOVED (Elliott/Vining)

That the Council approve the submission, as amended, to the Ministry for the Environment on the proposed mandatory phase-out of single use plastic shopping bags as attached.

CARRIED

KCDC 18/09/313

GRAZING LEASE FOR NGĀWHAKANGUTU RESERVE (CS-18-608)

The paper was taken as read. Sean Mallon and Kate Brown answered members’ questions.

MOVED (Holborow/Elliott)

That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-18-608) for the land at Ngāwhakangutu Reserve, Peka Peka, shown in Appendix 1, to W. Read.

If any objections are received, these are considered at the Kāpiti Coast District Council meeting of 6 December 2018.

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If no objections are made, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for five years with no rights of renewal, commencing at the end of the public notification period, with W. Read, for the land at Ngāwhakangutu Reserve, Peka Peka, shown in Appendix 1 to report CS-18-608, at an annual rental of \$1,200.

CARRIED

It was noted that iwi concerns would be mitigated through the lease documentation.

KCDC 18/09/314

LEASE WITH KAPITI CITIZENS SERVICES TRUST AT BLUE GUM RESERVE (CS-18-606)

The paper was taken as read.

MOVED (Holborow/Benton)

That the Kāpiti Coast District Council in its role as a delegate of the Minister of Conservation considers the lease proposal in regard to the matters set out in section 17U of the Reserves Act 1977.

That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-18-606) for the land at Blue Gum Reserve, Paraparaumu, shown in Appendix 1, to Kapiti Citizens Services Trust.

If any objections are received, these are considered at the Kāpiti Coast District Council meeting of 6 December 2018.

If no objections are made, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for 10 years with two rights of renewal, commencing 1 April 2019 with Kapiti Citizens Services Trust, for the land at Blue Gum Reserve, Paraparaumu shown in Appendix 1 to report CS-18-606 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

KCDC 18/09/315

LEASE WITH SCOUTING NEW ZEALAND (PAEKAKARIKI SCOUT GROUP) AT CAMPBELL PARK (CS-18-607)

The paper was taken as read.

MOVED (Holborow/Benton)

That the Kāpiti Coast District Council in its role as a delegate of the Minister of Conservation considers the lease proposal in regard to the matters set out in section 17U of the Reserves Act 1977.

That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-18-607) for the land at Campbell Park, Paekākāriki, shown in Appendix 1, to Scouting New Zealand.

If any objections are received, these are considered at the Kāpiti Coast District Council meeting of 6 December 2018.

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If no objections are made, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for 10 years with two rights of renewal, commencing 1 April 2019 with Scouting New Zealand, for the land at Campbell Park, Paekākāriki shown in Appendix 1 to report CS-18-607 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

KCDC 18/09/316

**WAIKANAĒ MONTESSORI PRE SCHOOL INCORPORATED LEASE VARIATION
(CS-18-609)**

The paper was taken as read.

MOVED (Howson/Benton)

That Council approves a variation to the lease with Waikanae Montessori Pre School Incorporated for the use of the land at Elizabeth Street Reserve as shown in Appendix 3 to the report CS-18-609.

CARRIED

KCDC 18/09/317

**REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND
COMMUNITY BOARDS (Corp-18-580)**

MOVED (Cootes/Vining)

That Council notes:

That the Ōtaki Community Board recommends to Council to consider the creation of a Saturday Market Policy and that this policy be developed under the Council's Economic Development Strategy.

That the Paraparaumu-Raumati Community Board recommends to Council to consider the creation of a Saturday Market Policy and that this policy be developed under the Council's Economic Development Strategy.

That the Waikanae Community Board recommends to Council to consider the creation of a Saturday Market Policy and that this policy be developed under the Council's Economic Development Strategy.

That the Waikanae Community Board recommends to Council that the current local resident representative vacancies on the Pharazyn Reserve Focus Group be advertised and filled as soon as possible.

That the Waikanae Community Board recommends to Council follow-up re-opening a police base in Waikanae.

That the Ōtaki Community Board approves the name Kingi Te Ahoaho Place for the new road within the development of Millhaven Place, Ōtaki.

CARRIED

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MOVED (M Scott/Cootes)

That Council notes the ‘Submission by Waikanae Community Board – 30 year lease of part of the Waimeha Reserve to the Waikanae Boating Club’.

That Council notes the ‘Submission by the Waikanae Community Board - Draft Development Plan – Otaraua Park’

That Council notes the Waikanae Community Board approval of the following parking restrictions:

- **installation of a single 15 minute (P15) parking restriction outside the premises at 19 Omahi Street**
- **installation of a single disabled parking bay outside 3 Omahi Street**

That Council receives Report Corp-18-580 (Reports and Recommendations from Standing Committees and Community Boards).

CARRIED

KCDC 18/09/318

CONFIRMATION OF MINUTES

MOVED (Vining/Benton)

That the minutes of the Council meeting on 9 August 2018 be accepted as a true and accurate record of that meeting.

CARRIED

KCDC 18/09/319

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

Philip Edwards spoke about the new Paekākāriki website.

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KCDC 18/09/320

RESOLUTION TO GO INTO PUBLIC EXCLUDED

MOVED (M Scott/Gurunathan)

PUBLIC EXCLUDED RESOLUTION

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

- **Maypole Development Contribution (Corp-18-618)**
- **Confirmation of Public Excluded Minutes – 9 August 2018**
- **Confirmation of Public Excluded Minutes – 16 August 2018**

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:

| 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 |
|---|---|---|
| Maypole Development Contribution (Corp-18-618) | 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. |
| Confirmation of Public Excluded Minutes 9 August 2018 | Section 7(2)(a) – to protect the privacy of natural persons. 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. | 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. |
| Confirmation of Public Excluded Minutes 16 August 2018 | Section 7(2)(a) – to protect the privacy of natural persons. 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. | 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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The Council meeting went into public excluded session at 12.49pm.

The Council came out of public excluded session at 12.55pm.

The Council meeting closed at 12.55pm.

Signed / / 2018
Mayor K Gurunathan