

| MINUTES | MEETING | TIME |
|-------------------------------|------------------------|---------|
| KĀPITI COAST DISTRICT COUNCIL | THURSDAY 8 AUGUST 2019 | 10.07AM |

Minutes of the meeting of the Kāpiti Coast District Council on Thursday 8 August 2019, commencing at 10.07am in Council Chambers, Ground Floor, Kāpiti Coast District Council, 175 Rimu Road, Paraparaumu.

| | | | | |
|------------------|-------|---|------------|--|
| PRESENT | Mayor | K | Gurunathan | Chair |
| | Cr | A | Buswell | |
| | Cr | M | Cardiff | |
| | Cr | J | Cootes | |
| | Cr | J | Howson | |
| | Cr | J | Holborow | |
| | Cr | J | Elliott | |
| | Cr | M | Scott | |
| ATTENDING | Mr | P | Edwards | Chair, Paekākāriki Community Board |
| | Ms | J | Prvanov | Chair, Waikanae Community Board |
| | Ms | C | Papps | Chair, Ōtaki Community Board |
| | Mr | J | Best | Chair, Paraparaumu/Raumati Community Board |
| | Mr | W | Maxwell | Chief Executive |
| | Ms | N | Tod | Group Manager Regulatory Services |
| | Mr | S | Mallon | Group Manager Infrastructure Services |
| | Ms | J | McDougall | Group Manager People & Partnerships |
| | Mr | M | de Haast | Group Manager Corporate Services |
| | Mr | G | O'Connor | Access and Transport Manager |
| | Ms | S | Foss | Business Improvement Manager |
| | Ms | O | Maher | Programme Advisor |
| | Ms | J | Murray | Democracy Services Advisor |
| | Ms | L | Belcher | Democracy Services Manager |
| APOLOGIES | Cr | F | Vining | |
| LEAVE OF ABSENCE | Cr | M | Benton | |

The Mayor welcomed everyone to the meeting.

KCDC 19/08/438

(a) APOLOGIES

MOVED (Howson/Cootes)

That an apology is accepted from Cr Vining.

CARRIED

(b) DECLARATIONS OF INTEREST

There were no declarations of interest.

After reading the Council blessing, Mayor Gurunathan announced that the Council had, that morning, won the Excellence in Climate Action (medium organisation) category at the Enviro-Mark Solutions Awards in Auckland.

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KCDC 19/08/439

PUBLIC SPEAKING TIME (for items relating to the agenda)

Bengy Barsanti, on behalf of XTERRA Wellington, spoke in relation to Kāpiti Economic Development Strategy:2019/20 Major Events Fund (PS-19-851), item 8 on the agenda. Members questions were answered.

Helene Judge, on behalf of Kāpiti Food Fair, spoke in relation to Kāpiti Economic Development Strategy:2019/20 Major Events Fund (PS-19-851), item 8 on the agenda. Members questions were answered.

Libby Hakaraia, on behalf of Maoriland Film Festival, spoke in relation to Kāpiti Economic Development Strategy: 2019/20 Major Events Fund (PS-19-851), item 8 on the agenda. Members questions were answered.

Matt & Ben Hoyle, on behalf of FFFLAIR, spoke in relation to Kāpiti Economic Development Strategy:2019/20 Major Events Fund (PS-19-851), item 8 on the agenda. Members questions were answered.

Kirsty Doyle and Carol Carson, on behalf of Ōtaki Kite Festival, spoke in relation to Kāpiti Economic Development Strategy:2019/20 Major Events Fund (PS-19-851), item 8 on the agenda. Members questions were answered.

Cr Holborow left the meeting at 10.44am and returned at 10.45am.

KCDC 19/08/440

MEMBERS' BUSINESS

(a) Public Speaking Time Responses:

Responses had been provided during Public Speaking.

(b) Leave of Absence:

MOVED (Scott /Holborow)

That Leave of absence be approved for Cr Cardiff from 1 to 23 September 2019.

CARRIED

(c) Matters of an Urgent Nature

There were no Matters of an Urgent Nature.

KCDC 19/08/441

PRESENTATION: HOMELESSNESS – RESEARCH, STRATEGY AND ACTION PLAN – JOHN PRITCHARD, HUTT CITY COUNCIL

John Pritchard spoke to a presentation and answered members' questions.

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KCDC 19/08/442

UPDATE: WASTE MINIMISATION TASKFORCE – PROGRESS TO DATE

David Ledson, Bill Carter and Sophie Handford and spoke to a presentation and answered members' questions.

Mr Ledson acknowledged other members of the taskforce, Kevin Burrows, Trevor Daniel Dierdre Kent and Cr Elliott and acknowledged the valuable expertise of staff member Adrian Mitchell.

Mr Carter acknowledged iwi representatives on the taskforce from Ngati Toa and Ngati Raukawa.

The meeting broke for lunch at 12.18pm and resumed at 12.58pm

KCDC 19/08/446

**SUBMISSION ON THE ROAD TO ZERO – ROAD SAFETY STRATEGY 2020-2030
(CORP-19-864)**

Glen O'Connor spoke to the report and answered members' questions.

MOVED (Elliott/Holborow)

That Council approve the submission on the Ministry of Transport's *Road to Zero* draft Road Safety Strategy 2020 – 2030, attached as Appendix 1 to this report.

CARRIED

KCDC 19/08/443

**KAPITI ECONOMIC DEVELOPMENT STRATEGY:2019/20 MAJOR EVENTS FUND
ALLOCATION (PS-19-851)**

James Jefferson introduced the report. Mr Jefferson and Orlaith Maher answered members' questions.

Staff were congratulated on the report.

It was confirmed that where applicants had requested more funding than was available it had been confirmed with applicants that their events could go ahead with the amount of funding that was available.

Members discussed a potential amendment to the wording of the final point of the motion and discussed potentially using unspent monies towards costs associated with the undertaking of an Independent Organisational Review.

MOVED (Cootes/Buswell)

The Council notes the results of the 2018/19 Major Event funding round.

The Council notes the applications received for the Major Event Fund 2019/20.

The Council notes that all applicants have been assessed by the panel using the agreed criteria set out in the Major Events Policy 2019 / 22.

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The Council allocates the recommended event funding across the events listed in table 6.

The Council holds up to \$25,000 for feasibility funding until later in the year if a suitable application is submitted.

| Event name | Panel recommendations |
|-------------------------|-------------------------------------|
| Event funding | |
| XTERRA Wellington | \$20,000 |
| Māoriland Film Festival | \$55,000 |
| Kapiti Food Fair | \$25,000 |
| FFFLAIR | \$50,000 |
| Ōtaki Kite Festival | \$25,000 |
| Total | \$175,000 |
| Remaining | \$25,000 feasibility funding |

CARRIED

Staff were thanked for the quality of the report.

KCDC 19/08/444

WAIKANAE LIBRARY REVIEW: FINAL REPORT (PS-19-860)

James Jefferson spoke to the staff report and introduced Cushla Anich, Michelle Hewitt and Steve Browning from Morrison Low.

Ms Hewitt spoke to the Morrison Low report, attachment 1 of report Waikanae Library Review: Final Report (PS-19-860).

Members questions were answered.

Cr Holborow raised a point regarding a reference in the Morrison Low report to Mahara Gallery being unable to raise funds for the project. What had happened, she explained, was that the project with the library was disestablished and fundraising was on hold until recently when a new project was established.

It was confirmed that future briefings would be provided to the Council on the process of points in the action plan and Morrison Low report.

Cr Cardiff left the meeting at 2.15pm and did not return.

MOVED (Gurunathan/Scott)

It is recommended that Council:

- **Receive the final Morrison Low report, titled Waikanae Library Review;**

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- Note the framework approach in Appendix 2 as the recommended organisational response that will deliver on the Morrison Low recommendations.

CARRIED

KCDC 19/08/445

**INDEPENDENT ORGANISATIONAL REVIEW SUBCOMMITTEE REPORT BACK
(CORP-19-862)**

Mayor Gurunathan introduced this item.

*Mayor Gurunathan left the meeting at 2.13pm and Deputy Mayor Cr Holborow took the Chair.
Mayor Gurunathan returned at 2.27pm.*

Members discussed an amendment to the resolutions authorising the Chief Executive to re-assign \$10,000 plus GST from the 2019/20 economic development budget, assigned to the Major Events feasibility Fund, to fund (either in part or in full), the costs pertaining to external advisory services.

MOVED (Howson/Buswell)

That the Council notes the progress update from the Subcommittee as provided in Appendix One to this report (Corp-19-862).

CARRIED

MOVED (Howson/Buswell)

That the Council notes the Chief Executive deliverables as outlined in this report (Corp-19-862).

CARRIED

MOVED (Howson/Buswell)

That the Council notes that there is no funding for this organisational review in the 2019/20 Annual Plan and authorises the Chief Executive to re-assign \$10,000 plus GST from the 2019/20 economic development budget, assigned to the Major Events feasibility fund, to fund (either in part or in full), the costs pertaining to external advisory services as outlined in this report (Corp-19-862).

CARRIED

Against Scott

MOVED (Howson/Buswell)

That the Council notes that further funding for the organisational review will be required (for example, the costs of the reviewer) and will be the subject at a later report.

CARRIED

MOVED (Howson/Buswell)

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That the Council approves the Subcommittee to appoint a suitably qualified Terms of Reference Advisor and delegates authority to the Chief Executive to enter into any such contract(s) as advised by the Subcommittee.

CARRIED

Against: Scott

MOVED (Howson/Buswell)

That the Council approves the Subcommittee to appoint a suitably qualified external Probity Advisor and delegates authority to the Chief Executive to enter into any such contract(s) as advised by the Subcommittee.

CARRIED

Against: Scott

KCDC 19/08/446

**SUBMISSION ON THE ROAD TO ZERO – ROAD SAFETY STRATEGY 2020-2030
(CORP-19-864)**

MOVED (Elliott / Holborow)

That Council approve the submission on the Ministry of Transport's *Road to Zero* draft Road Safety Strategy 2020 – 2030, attached as Appendix 1 to this report.

CARRIED

KCDC 19/08/447

**ELECTED MEMBERS REMUNERATION EXPENSES AND ALLOWANCES POLICY
2019-2020 (PP-19-850)**

Leyanne Belcher introduced the report and answered members' questions. A change was noted at paragraph 11 point 5 of the report, page 128 of members papers, and at section 15 point 5 of the policy, page 135 of members papers. The reference to 'a rate of \$120 per day' had changed to 'a maximum rate of \$15 per hour'.

MOVED (Scott / Holborow)

That Council adopts the Elected Member Remuneration Expenses and Allowances Policy as at Appendix 1 of report PP-19-850 as amended.

CARRIED

Against: Elliott

KCDC 19/08/448

COUNCIL – EXTRAORDINARY VACANCY (PP-19-853)

The report was taken as read.

MOVED (Holborow / Scott)

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That the Council notes that an extraordinary vacancy has been created pursuant to clause 5 Schedule 7 of the Local Government Act 2002 effective from 26 June 2019.

That the Council resolves that:

a) The extraordinary vacancy should be left vacant for the remainder of the 2016-2019 Triennium, as per clause 117(3)(b) of the Local Electoral Act 2001;

CARRIED

KCDC 19/08/449

SENIORNET LEASE CONSIDERATION (PS-19-786)

The report was taken as read. James Jefferson and Mark Hammond answered members' questions.

MOVED (Scott / Buswell)

That the Kāpiti Coast District Council authorises the Chief Executive to enter in to a lease for 5 years with one right of renewal for 5 years, commencing 2 October 2019 with SeniorNet, for the land at Matai Road Reserve, Raumati as shown in Appendix 1 to report PS-19-786 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

CARRIED

KCDC 19/08/450

REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS (PP-19-852)

The report was taken as read.

MOVED (Gurunathan / Scott)

That Council notes the following recommendation from Waikanae Community Board:

That the Waikanae Community Board accepts the proposed membership nominations and structure of the Waimanu Lagoons Focus Group, to be reflected in the Terms of Reference for the Waimanu Lagoons Reserve.

That the Waikanae Community Board appoints the following community members to the Waimanu Lagoons Focus Group:

- Jeremy Seamark, Community Board representative – Chair
- Laurie Petherick, Neighbours Group – representative 1 of 2
- Steve Hollett, Neighbours Group – representative 2 of 2
- Dennis Thomas, Care Group representative
- Keith Ratcliffe, Waikanae Beach resident 1 of 3
- Rachel Salive, Waikanae Beach resident 2 of 3
- Warren Sutton, Waikanae Beach resident 3 of 3

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That the Waikanae Community Board would like Council to note the above two resolutions.

That the Waikanae Community Board request that the Mayor strongly advocate for Greater Wellington Regional Council to secure a parking solution for Waikanae.

CARRIED

MOVED (Buswell / Elliott)

That Council considers the following recommendation for ratification:

That the Paraparaumu/Raumati Community Board agreed to increasing the parking time limit on the east side of Epiha Street between numbers 1 and 23 from 60 minutes to 2 hours (P120).

CARRIED

MOVED (Scott / Holborow)

That Council receives Report PP-19-852 (Reports and Recommendations from Standing Committees and Community Boards).

CARRIED

KCDC 19/08/451
MAYOR'S REPORT

Members discussed the Mayors report which had been circulated to members earlier.

MOVED (Scott / Holborow)

That members receive the Mayor's Report.

CARRIED

KCDC 19/08/452
CONFIRMATION OF MINUTES: 27 June 2019

MOVED (Howson / Scott)

That the minutes of the Council meeting on 27 June 2019 be accepted as a true and accurate record of that meeting.

CARRIED

Against: Cootes

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KCDC 19/08/453

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

There were no public speakers for items not related to the agenda.

KCDC 19/08/454

RESOLUTION TO GO INTO PUBLIC EXCLUDED

MOVED (Gurunathan / Scott)

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 Chairs, now be excluded from the meeting for the reasons given below, while the following matters are considered:

- Confirmation of Public Excluded Minutes: 27 June 2019

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 |
|--|---|---|
| Confirmation of Public Excluded Minutes: 27 June 2019 | Section 7(2)(a) – to protect the privacy of natural persons. | 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. |

CARRIED

The Council meeting went into public excluded session at 3.04 pm.

The Council came out of public excluded session at 3.05 pm.

The Council meeting closed at 3.05 pm

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Signed / / 2019
Mayor K Gurunathan