

MINUTES	MEETING	TIME
KĀPITI COAST DISTRICT COUNCIL	THURSDAY 25 OCTOBER 2018	10.05 AM

Minutes of the meeting of the Kāpiti Coast District Council on Thursday 25 October 2018, commencing at 10.05 am in Council Chambers, Ground Floor, Kāpiti 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	Mrs	J	Prvanov	Chair, Waikanae Community Board
	Mr	J	Best	Chair, Paraparaumu-Raumati 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
	Mrs	J	McDougall	Acting Group Manager, Corporate Services
	Ms	R	Martin	Programme Advisor, Economic Development
	Ms	K	Brown	Parks and Recreation Planning Officer
	Ms	T	Parata	Manager, Programme Design and Delivery
	Ms	L	Belcher	Manager, Democracy Services
APOLOGIES	Ms	C	Papps	Chair, Ōtaki Community Board
LEAVE OF ABSENCE	Cr	D	Scott	

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

KCDC 18/10/321

**(a) APOLOGIES**

**MOVED (M Scott/Elliott)**

**That apologies are accepted from Christine Papps.**

**CARRIED**

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

**(b) DECLARATIONS OF INTEREST**

Cr Vining and Cr Scott declared an interest in item 11 on the agenda, Proposed Easements over Local Purpose Reserve, Jacks Bush Road, Waikanae ( CS-18-634).

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It was noted that Cr Cootes had made a donation to the Solar Farm Proposal but that this did not create a conflict of interest in relation to item 12 on the Agenda, Energise Ōtaki – Solar Farm Proposal (SP-18-495)

KCDC 18/10/323

**UPDATE: CR PENNY GAYLOR, GREATER WELLINGTON REGIONAL COUNCIL**

Cr Gaylor introduced Amanda Cox, Greater Wellington Regional Council Parks Manager. Ms Cox provided an update on Queen Elizabeth Park and spoke to a presentation on the progress of work. A Parks Network Plan is currently under review. Consultation has been undertaken and a Park Environment Plan will be created. What is intended to be the last lot of aerial spraying is underway and after that planting should be able to control the gorse problem. There was discussion about consultation that has been taking place about future environment plans for the park and opportunities, for example for farming that has a community element to it. When the review of the Parks Network Plan is complete a Parks Environment Plan will be created in late 2019.

Cr Gaylor confirmed that there had been no disruption caused in Kāpiti as a result of the days bus strikes in Wellington.

Cr Gaylor was invited back to update Council on the Waikanae River Estuary and the gravel that has accumulated over the last 10 years.

Greater Wellington Regional Council are waiting for a decision on the business case put by GWRC to Treasury to replace the current Capital Connection service with two daily services.

The Chief Executive noted that he had attended the Government's announcement on the Ōtaki to north of Levin transport improvements. A combined package is being considered including enhancements on the current road, the funding of a new two lane road to the east of Levin and including all public transport. Council will be advocating strongly for this to include electrification.

*Cr Elliott left the meeting at 10.18am and returned at 10.22am.*

KCDC 18/10/322

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

1. Andrew Kear  
Mr Kear spoke to his submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).
2. Russell Bell – QEII and Forest & Bird.  
Mr Kear answered members questions.  
Mr Bell, on behalf of QEII and Forest and Bird, spoke to their submissions on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Mr Bell answered members' questions.

*Cr Benton left the meeting at 10.43am and returned at 10.56am*

3. Ferial Falconer – Friends of the Waikanae River  
Ms Falconer, on behalf of the Friends of the Waikanae River, spoke to their submissions on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).

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4. Richard Deakin  
Mr Deakin spoke to his submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).
5. Greg Harford  
Mr Harford spoke to his submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).  
Mr Harford answered members' questions.
6. Jocelyn Prvanov – Waikanae Community Board  
Ms Prvanov, on behalf of the Waikanae Community Board, spoke to their submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Ms Prvanov answered members' questions.
7. Jack Mace – Department of Conservation  
Mr Mace, on behalf of the Department of Conservation, spoke to their submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Mr Mace answered members' questions.

*Cr Benton left the meeting at 11.07am and returned at 11.10am*

*The meeting adjourned at 11.12am and resumed at 11.21am. Cr Benton returned at 11.22am.*

8. Sue Lusk – Destination Waikanae  
Ms Lusk, on behalf of Destination Waikanae, spoke to their submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Ms Lusk answered members' questions.
9. Mary Campbell-Cree  
Ms Campbell-Cree spoke to her submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).
10. Lynley Ainsworth  
Ms Ainsworth spoke to her submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).
11. Sonia Croom  
Ms Croom spoke to her submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).  
Ms Croom answered members' questions.
12. Sue Blakey - Kapiti Coast Biodiversity Project  
Ms Blakey, on behalf of Kapiti Coast Biodiversity Project, spoke to their submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Ms Blakey answered members' questions.
13. June Gainsford  
Ms Gainsford spoke to her submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Ms Gainsford was thanked for her submission.

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14. Darryl Turner

Mr Turner spoke to his submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624).

*Cr Elliott left the meeting at 11.53am and returned at 11.55am*

15. Kat Thorstrand Mitchell

Ms Thorstrand Mitchell spoke to her submission on item 8 on the agenda, Review of the Kapiti Coast District Council Dog Control Bylaw 2008 and the Dog Control Policy 2009 (RS-18-624). Ms Thorstrand Mitchell answered members' questions.

16. Video: Libby Hakaraia and Madeleine de Young - Māoriland Film Festival

A video was shown of Libby Hakaraia, on behalf of the Maoriland Film Festival, speaking in relation to item 9 on the agenda, Kapiti Major Events Funding 2017-18 (SP-18-602).

17. Ian Carson and Kirsty Doyle - Ōtaki Kite Festival

Mr Carson, on behalf of Otaki Kite Festival, spoke in relation to item 9 on the agenda, Kapiti Major Events Funding 2017-18 (SP-18-602). Mr Carson answered members' questions.

18. Helene Judge - Kapiti Food Fair

Ms Judge, on behalf of Kapiti Food Fair, spoke in relation to item 9 on the agenda, Kapiti Major Events Funding 2017-18 (SP-18-602). Ms Judge answered members' questions.

19. Phillip Harris and Craig Bardell - Kapiti Coast Festival

Mr Harris, on behalf of Kapiti Coast Festival, spoke to their application to Kapiti Major Events Funding 2018-19, item 10 on the agenda (SP-18-643). Mr Harris answered members' question.

20. Ben Hoyle and Matt Hoyle – FFFLAIR

Mr Hoyle, on behalf of FFFLAIR, spoke to their application to Kapiti Major Events Funding 2018-19, item 10 on the agenda (SP-18-643).

21. Gerry Paul and Paul Brown – Coastella

Mr Paul and Mr Brown, on behalf of Coastella, spoke to their application to Kapiti Major Events Funding 2018-19, item 10 on the agenda (SP-18-643). Mr Paul and Mr Brown answered members' question.

22. Cath Chittenden - Kapiti Vegan Festival

Ms Chittenden, on behalf of Kapiti Vegan Festival, spoke to their application to Kapiti Major Events Funding 2018-19, item 10 on the agenda (SP-18-643). Ms Chittenden answered members' questions.

*The meeting adjourned for lunch at 12.59pm and resumed at 1.35pm.*

**MOVED (Gurunathan/Elliott)**

**That the council meeting adjourn for one minute.**

**CARRIED**

*The Council meeting resumed at 1.36pm.*

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KCDC 18/10/324

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses:  
These would be covered in the subsequent agenda items.
- (b) Leave of Absence:  
There were none.
- (c) Matters of an Urgent Nature:  
There were no matters of an urgent nature.

KCDC 18/10/325

**MAYOR'S REPORT**

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

**MOVED (M Scott/Elliott)**

**That members receive the Mayor's Report.**

**CARRIED**

KCDC 18/10/326

**REVIEW OF THE KAPITI COAST DISTRICT COUNCIL DOG CONTROL BYLAW 2008 AND THE DOG CONTROL POLICY 2009 (RS-18-624)**

The report was taken as read. Ms Natasha Tod answered members' questions.

It was confirmed that the staff would consider all the issues raised by submitters and a report would be prepared for Council consideration on 6 December 2018.

Members requested that they be provided with the changes made to the draft bylaw and draft Policy made as a result of consideration of the issues raised by submitters.

It was confirmed that a solution would be proposed by staff to the discrepancy in the current draft policy and draft bylaws to other bylaws such as the Waikanae Scientific Reserve Bylaw and the CMA.

The amendment of wording of point 26c of the appendix was requested relating to responsible dog ownership.

Staff would confirm how many registered dogs are in Ōtaki and how responses would be given to signatories of a petition who had provided no address details.

**MOVED (Benton/Vining)**

**That the Council notes:**

**That 101 submissions were received on the proposed draft Kapiti Coast District Council Dog Control Bylaw 2018 and draft Kapiti Coast District Council Dog Control Policy 2018;**

**That 18 people have asked to speak to their submission; and**

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**That a report will be presented to Council on 6 December 2018 with a recommendation from officers to either uphold or not uphold the submissions received and finalise the bylaw and policy review.**

**CARRIED**

KCDC 18/10/327

**KĀPITI MAJOR EVENTS FUNDING 2017-18 (SP-18-602)**

Kevin Black and Rebecca Martin spoke to the report and answered members' questions.

There was discussion about the methods used to estimate attendance figures and about their potential level of accuracy. There was also discussion about the methods used to allocate the 'Overall Score' for events listed in the report.

Staff confirmed that improved reporting and analytical systems are required to provide a more robust level of analysis and figures for overall scores captured in the report.

**MOVED (Benton/Elliott)**

**That the Council acknowledges all 2017/18 event organisers for their contribution of encouraging local pride and promoting the District's liveability.**

**That the Council notes the satisfactory performance outcomes of the post economic impact assessments and report evaluations of three events outlined in the table below.**

Event	Council funding	Attendee numbers (A=Actual E=Estimated)	Survey feedback	Visitor attendance		Return on investment (ROI)		
				Kāpiti	Outside district	Visitor value added	ROI	Overall Score
Kāpiti Food Fair	\$12,000	15,380 (A)	95%	90%	10%	\$126,293	10:1	13/15
Māoriland Film Festival	\$48,000	12,000 (E)	100%	64%	36%	\$843,797	17:1	15/15
Ōtaki Kite Festival	\$24,000	10,000 (E)	95%	73%	27%	\$157,350	6:1	14/15

**That the Council notes:**

**The Environment and Community Development Committee committed to a total of \$45,000 as outlined in table 2 of this paper to the Māoriland Film Festival, Ōtaki Kite Festival and the Kāpiti Food Fair (ECD 16/07/209 refers) subject to satisfactory result in terms of the economic benefit to the District of each event.**

**That resulting funding available in 2018/19 for distribution is therefore \$115,000.**

**CARRIED**

Against: Cr M Scott.

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KCDC 18/10/328

**KĀPITI MAJOR EVENTS FUNDING 2018-19 (SP-18-643)**

Kevin Black introduced the report and answered members' questions.

Members discussed options of allocating all the fund or leaving some money unspent from the fund. If the Council resolved to leave some money unspent clarification would be required from staff on the process for allocating that money later in the financial year.

Staff confirmed that the criteria for the programme would be looked at in consultation with Councillors. Staff confirmed the criteria for feasibility.

**MOVED (Cootes/Benton)**

**The Council notes that applications were received for Major Event funding 2018/19.**

**The Council notes the process followed to select Events to be funded in 2018/19.**

**The Council notes that all applications received have been assessed by the Panel against the agreed assessment criteria, with those meeting the criteria being recommended for funding.**

**The Council notes that funding recommended by the Panel to support 'event reporting' can be funded from existing resources.**

**CARRIED**

**MOVED (Cootes/Benton)**

**The Council allocates total available funding across the events listed in, the amended table 7.**

**CARRIED**

**For: Crs Buswell, Cootes, Benton, Gurunathan, Holborow, Howson, Elliott**

**Against: Crs M Scott, Vining, Cardiff**

**MOVED (Cootes/Benton)**

**The Council allocates funding in accordance with the Panel's recommendations and reallocates the \$5,000, as indicated in the Panel recommendation, directly towards event applications.**

**TABLE 7: Major Event Fund Panel recommendations:**

Event Name	Panel Recommendation
<b>Feasibility</b>	
FFFLAIR	\$20,000
<b>Event Funding</b>	

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Coastella	\$50,000
FFFLAIR	\$10,000
<b>Event Funding Multi-year Events – Additional Funding</b>	
Māoriland Film Festival	\$20,000
Ōtaki Kite Festival	\$10,000
Kapiti Food Fair	\$5,000
<b>Total</b>	<b>\$115,000</b>

**CARRIED**

**MOVED (Cootes/Benton)**

**That the Council notes the funding awarded is subject to all legislative and necessary regulatory conditions being met before funding is released.**

**CARRIED**

**MOVED (Cootes/Benton)**

**That the Council notes that each event is contractually required to complete an event survey and post evaluation report to assess the economic benefits and other impacts of the event, and that they will be reported to council at the appropriate time.**

**CARRIED**

**MOVED (Cootes/Buswell)**

**That staff come back to Council with a preferred date to review the Major Events Funding criteria.**

**CARRIED**

Councillors thanked the members of the panel.

KCDC 18/10/330

**ENERGISE ŌTAKI – SOLAR FARM PROPOSAL (SP-18-495)**

Tania Parata spoke to the report and answered members' questions.

There was discussion about the options of a discounted rate or a full rate for electricity use for the Council. Energise Ōtaki representatives, who were seated in the public gallery, confirmed that return on investment is at approximately 5.5%, operational costs are approximately \$500 and that the asset is owned by the Trust.



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**MOVED (Cootes/Vining)**

It is recommended that Council:

Agrees to support Energise Ōtaki by approving the establishment of a photovoltaic solar power installation at the Ōtaki Wastewater Treatment Plant for the purposes of supplying power to Council.

Notes that Energise Ōtaki intend to use the revenue obtained from the sale of power to establish a Community Investment Fund.

Notes that Energise Ōtaki will be able to progress to the next phase of obtaining funding with Council's commitment of support.

Authorises the Chief Executive to enter into a lease for Energise Ōtaki, contingent on Energise Ōtaki obtaining adequate funding to establish the solar farm. The agreement will be at a peppercorn rate with Energise Ōtaki for the duration of a 10 + 10 years lease as outlined in the options section of this report.

Directs staff to further explore options for a contract where the solar power generated will then be sold to Council at or below the market electricity rate.

Notes that regular progress reports on this initiative will be made available to elected members.

**CARRIED**

KCDC 18/10/331

**APPOINTMENTS TO THE GRANTS ALLOCATION COMMITTEE AND TO KĀPITI ACCESSIBILITY ADVISORY GROUP (Corp-18-542)**

The report was taken as read.

**MOVED (Benton/Vining)**

That Council:

Notes the mayoral appointment of the Chair and membership of the Grants Allocation Committee as follows:

COMMITTEE	CHAIR	MEMBERS
Grants Allocation	Cr Benton	Cr Howson Cr Holborow Cr Elliott Cr Buswell Mayor

Appoints Cr Howson as Deputy Chair of the Grants Allocation Committee.

Notes that the following councillors are no longer members of the Grants Allocation Committee: Cr D Scott, Cr M Scott.

Notes that for the purposes of dealing with Creative Communities New Zealand applications, the members will be Cr Benton and Cr Holborow.

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Removes Cr D Scott as a member of the Kāpiti Accessibility Advisory Group.

Appoints Cr Buswell to the Kāpiti Accessibility Advisory Group.

**CARRIED**

KCDC 18/10/332

**CONFIRMATION OF MINUTES**

**MOVED (M Scott/Holborow)**

That the amended minutes of the Council meeting on 27 September 2018 be accepted as a true and accurate record of that meeting.

**CARRIED**

KCDC 18/10/333

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

There were none.

KCDC 18/10/334

**RESOLUTION TO GO INTO PUBLIC EXCLUDED**

**MOVED (Cootes/Buswell)**

<b>PUBLIC EXCLUDED RESOLUTION</b>		
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:		
<ul style="list-style-type: none"> <li>Confirmation of Public Excluded Minutes – 27 September 2018</li> </ul>		
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 September 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 2.53 pm.*

*The Council came out of public excluded session at 2.54pm.*

*The meeting adjourned at 2.55pm and resumed at 3.04pm*

*Cr M Scott had declared a conflict of interest in this item and would not be participating.*

KCDC 18/10/329

**PROPOSED EASEMENTS OVER LOCAL PURPOSE RESERVE, JACKS BUSH ROAD, WAIKANAĒ (CS-18-634)**

The report was taken as read. Sean Mallon and Kate Brown answered members' questions.

There was discussion that there was potential for a perceived conflict of interest when Councillor Commissioners. However, when Councillors act as Commissioners it is quite clear that they are acting as Commissioners and not representing Council.

A discussion took place as to whether Cr Cardiff, having been a staff member when the subdivision was put in place and had been responsible for bringing reports to Council on the topic, had a consequent Conflict of Interest. Cr Cardiff did not agree he had a Conflict of Interest and the Councillors response was accepted by the meeting. Under Standing Order 19.8 'Neither the Chairperson nor the meeting may rule on whether a member has a non-financial interest in the matter being discussed. Cr Cardiff stated that, for the purposes of clarity, he would raise questions and be involved in debate but would not be voting on the item.

There was discussion whether some level of consultation with the local residents could already have been undertaken. This would take place as part of the submissions process.

**MOVED (Benton/Holborow)**

**That the Kāpiti Coast District Council authorise the Chief Executive to undertake the required public notification process for two proposed right of way easements and service easements as outlined in this report (CS-18-634) over land at Jacks Bush Road, Waikanae, as shown in Appendix 3 to report CS-18-634, to two future lots created from a subdivision proposal for Lot 2 DP 82054 and Lot 1 DP 72861.**

**If no submissions or objections are received, that the Kāpiti Coast District Council delegates to the Chief Executive all necessary powers to agree and register the easements, provided that a resource consent for the creation of Lot 3 and Lot 4, as shown in Appendix 2 to report CS-18-634, is approved through the regulatory process, and the associated deposit of survey plans.**

**CARRIED**

Against: Cr Elliott

Crs Vining, M Scott and Cardiff did not vote

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*The Council meeting closed at 3.30pm.*

*Signed* ..... / ..... / 2018  
Mayor K Gurunathan