

| MINUTES                              | MEETING                     | TIME          |
|--------------------------------------|-----------------------------|---------------|
| <b>KĀPITI COAST DISTRICT COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

Minutes of an additional meeting of the Kapiti Coast District Council on Thursday 9 June 2016, commencing at 1.31 pm in Council Chambers, Ground Floor, Kapiti Coast District Council, 175 Rimu Road, Paraparaumu.

#### PRESENT

|       |   |            |                       |
|-------|---|------------|-----------------------|
| Mayor | R | Church     | <i>(Chair)</i>        |
| Cr    | D | Ammundsen  |                       |
| Cr    | M | Bell       |                       |
| Cr    | M | Cardiff    |                       |
| Cr    | J | Elliott    | <i>(until 4.34pm)</i> |
| Cr    | P | Gaylor     |                       |
| Cr    | K | Gurunathan |                       |
| Cr    | J | Holborow   |                       |
| Cr    | D | Scott      |                       |
| Cr    | M | Scott      |                       |
| Cr    | G | Welsh      |                       |

#### APOLOGIES

|    |   |         |   |
|----|---|---------|---|
| Ms | A | Ellison | <i>(Member, Te Whakaminenga o Kāpiti)</i> |
| Mr | E | Gregory | <i>(Chair, Waikanae Community Board)</i>  |

#### ATTENDING

|    |   |                 |   |
|----|---|-----------------|---|
| Ms | F | Vining          | <i>(Chair, Paraparaumu-Raumati Community Board)</i> |
| Mr | J | Cootes          | <i>(Chair, Ōtaki Community Board)</i>               |
| Mr | P | Edwards         | <i>(Chair, Paekākāriki Community Board)</i>         |
| Mr | P | Dougherty       | <i>(Chief Executive)</i>                            |
| Mr | W | Maxwell         | <i>(Group Manager, Corporate Services)</i>          |
| Mr | S | McArthur        | <i>(Group Manager, Strategy and Planning)</i>       |
| Mr | S | Mallon          | <i>(Group Manager, Infrastructure Services)</i>     |
| Mr | C | Mylne           | <i>(Acting Group Manager, Community Services)</i>   |
| Ms | A | Law             | <i>(Parks and Recreation Manager)</i>               |
| Mr | K | Black           | <i>(Corporate Planning and Reporting Manager)</i>   |
| Mr | M | De Haast        | <i>(Financial Controller)</i>                       |
| Ms | J | Straker         | <i>(Financial Planning and Performance Manager)</i> |
| Ms | V | Starbuck-Maffey | <i>(Democracy Services Manager - Minute-Taker)</i>  |

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

KCDC 16/06/520

#### APOLOGIES

##### **MOVED (Gaylor/Welsh)**

**That apologies be received from Te Whakaminenga o Kāpiti member Ann-Maree Ellison and Eric Gregory Chair of the Waikanae Community Board.**

##### **CARRIED**

|  |                             |               |
|--|-----------------------------|---------------|
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| <b>KĀPITI COAST DISTRICT<br/>COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

KCDC 16/06/521

**DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were no declarations at this time.

KCDC 16/06/522

**PUBLIC SPEAKING TIME (FOR ITEMS RELATING TO THE AGENDA)**

1. Michelle Warwick about two issues: (1) on behalf of the Residents' group she asked for funds to be allocated for safety improvements to Waitohu Valley Road, and commended the work of Council staff in this area; (2) regarding a proposed Ōtaki College pool upgrade, she realized now that this would be much more complex and expensive than first thought, but asked whether Council could still consider funding thermal heating and a thermal cover for the College pool so that it could be used by the Ōtaki community pending completion of the Ōtaki pool upgrade. James Cootes commended Council staff for demonstrating a solutions-focussed approach in their discussions.
2. Dale Evans spoke to his submission (circulated) about the proposal to grass the Maclean Park pond area and a consultation process; the money would be better spent putting on a water connection into the Kiosk.
3. Darren Hunter commended Council staff for cleaning up Maclean Park recently and suggested the proposal to grass the pond area was not the best use of the money and Council should consult properly with the community before taking further action.
4. Sharon Hunter, Chair of the Paraparaumu Beach Business Association, agreed with previous speakers about the proposal for the Maclean Park pond and urged more extensive consultation. She thanked Council staff for the recent tidyup of Maclean Park.
5. Kathy Spiers spoke as a resident about the proposal to grass the Maclean Park pond area. There should be proper consultation about this area before anything else was done, especially with reference to the Council's Significance and Engagement Policy. A better use of the money would be to connect water to the Kiosk.

KCDC 16/06/523

**MEMBERS' BUSINESS**

- (a) Responses to Public Speaking Time: the issues raised would be addressed during the report.
- (b) Leave of Absence – none was requested
- (c) Matters of an Urgent Nature – there were none

KCDC 16/06/524

**FUTUREKĀPITI : 2016-17 ANNUAL PLAN DECISIONS (SP-16-1906)**

Stephen McArthur and Kevin Black gave a powerpoint presentation "2016/17 Annual Plan Decisions". Council was being asked to approve key decisions on the content of the Annual Plan prior to its adoption on 23 June. The Mayor outlined the process through which each recommendation would be addressed. As decisions were made Council staff would be able to advise Councillors of any impact on the rates increase percentage.

If Council adopted all the proposals presented here today without any amendments the average rates increase would sit at 4.5%.

|  |                             |               |
|--|-----------------------------|---------------|
| MINUTES                                  | MEETING                     | TIME          |
| <b>KĀPITI COAST DISTRICT<br/>COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

The planning assumptions and consultation process were described. The latter included Councillor workshops, Community Board input, the consultation document development and adoption, and a public consultation period featuring submissions and submission hearings.

**MOVED (Mayor/Bell)**

**That the Council notes the feedback and requests received from the community during the consultation phase of the development of the 2016/17 Annual Plan.**

**CARRIED**

Cr David Scott opened discussion with a comment on Town Centres. A point of order was raised, and ensuing discussion clarified that since Cr David Scott had made a submission to the Annual Plan which included comment on Town Centres he was cautioned against proceeding to participate in any further discussion on this point and any others he had included in his submission. The Mayor said that it was Cr Scott's decision to make but if he went ahead and insisted on participating it could later put the Council at risk of judicial review concerning the adoption of the Annual Plan. The Chief Executive explained the importance of Councillors going into the Annual Plan process with open minds, and by making a submission Cr David Scott was demonstrating he had already made up his mind on matters. It was agreed that the minutes would record that Cr David Scott was fairly warned about the possible ramifications of him having made a submission and then participating in debate and decision-making on those topics. Cr David Scott chose to leave the meeting at this point.

*Cr David Scott left the meeting at 2.09pm.*

Reprioritised proposals

**MOVED (M Scott/Bell)**

**That Council notes the proposals that were included in the 4.3% average rates increase that were reprioritised within existing LTP budgets are:**

- **Town Centres – doing more of the planned upgrade of Kāpiti Road during the 2016/17 year;**
- **Reprioritising the upgrade of storm water systems to increase community resilience to flooding;**
- **Rescheduling the building of a second sewer pumping main from Waikanae to Paraparaumu to take advantage of the Kāpiti expressway works.**

**CARRIED**

|  |                             |               |
|--|-----------------------------|---------------|
| MINUTES                                  | MEETING                     | TIME          |
| <b>KĀPITI COAST DISTRICT<br/>COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

Proposals reducing the proposed rates increase

**MOVED (Bell/Cardiff)**

**Council notes three of the proposals that reduced the proposed rates increase from the planned Long Term Plan (LTP) year two 4.6% increase to 4.3% are:**

**Completing the Paekākāriki sea wall in 2018/19, two years earlier than planned;**

**Transferring ownership and asset management responsibilities for rural fire vehicles as a consequence of the recent establishment of the Wellington Regional Fire Authority;**

**Deferring by one year the contribution to the Kapiti College Performing Arts Centre to align with the revised construction timetable for the arts centre.**

**CARRIED**

Wellington Regional Amenities Fund (WRAF)

This was the fourth proposal that could if adopted would reduce the rates increase. It was noted that all submission comments were in favour of retaining Council's contribution to the fund. Several Councils were considering no longer contributing to the Fund as part of their Annual Plan processes. Masterton District Council had recently voted to discontinue its contribution.

There was work underway to evaluate the success of the Fund in achieving its objectives.

The Chief Executive declared a minor conflict of interest and would not contribute to the discussion.

The Mayor also reminded Councillors of his position as Deputy Chair of the Fund but members of the WRAF Joint Committee did not feel he had a conflict of interest in this respect and Councillors agreed, so on that basis he would continue to participate in the discussion.

A motion was proposed and seconded to continue the contribution of \$50,000 to the WRAF but to source this money from the economic development fund. An amendment to the motion was moved and seconded which would see the continued contribution of the \$50,000 but without sourcing it from the economic development fund (specifically the Business Attraction/Support budget), the argument being that making a decision now on something that would affect another budgetary decision further on in the meeting was undesirable.

There was discussion on the objectives of the Fund, whether these had been met and continued to be appropriate and whether the District had received enough benefit from its membership of the Committee and contribution to the Fund, with reference to examples and the Council's own Events Strategy.

It was noted that research would be commissioned by the Amenities Fund Committee to analyse the Fund's effectiveness against its objectives and some Councillors thought a decision on funding should be delayed pending the findings. However officer advice was that Council needed to make a decision today about whether or not to include the money in the budget.

|                                      |                             |               |
|--------------------------------------|-----------------------------|---------------|
| MINUTES                              | MEETING                     | TIME          |
| <b>KĀPITI COAST DISTRICT COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

There was concern about what would happen if too many more councils pulled out of the Fund. Some Councillors believed the WRAF had failed to live up to expectations, but others believed it was good for strengthening regional collaboration and that Kāpiti benefited from regional events.

A motion was moved:

MOVED (Elliott/M Scott)

That Council confirms that it will contribute \$50,000 to the Wellington Regional Amenities Fund with that funding coming from the economic development budget.

An amendment was moved but lapsed for want of a seconder:

MOVED (Gurunathan/

That Council agrees in principle to contribute to the Wellington Regional Amenities Fund subject to an analysis of the Fund's aims and the results of the commissioned research into the Fund's effectiveness being known.

An amendment was moved:

**MOVED (Bell/Welsh)**

**That Council confirms it will continue to contribute \$50,000 to the Wellington Regional Amenities Fund.**

**CARRIED**

**The amended motion became the substantive motion and was CARRIED**

#### Wellington Free Ambulance

The recent publicity round the new Kāpiti Station was noted. There was a suggestion to source the one-off grant from within existing grants budgets in order to avoid any impact on rates. However there was extensive discussion about the impact of this decision on community grants and further information was sought from officers before the wording of the motion was finalised and voting carried out. Targeted rates funded some of the community board grants so it wouldn't be fair to Ōtaki to use the grants money as Ōtaki would not benefit from the new Kāpiti Station (being in a different District Health Board area).

Cr Welsh abstained from the discussion due to a conflict of interest.

#### Upgrade of the Waikanae Park changing rooms

The purpose of the upgrade was explained i.e. to make the facility suitable for bigger and better events. There was budget for maintenance of the facility and if Council voted against the upgrade today the Club would still continue to use the facility. The Club's attitude to the upgrade was explained.

**MOVED (Gurunathan/Bell)**

**That Council confirms it will not contribute a further \$200,000 towards the upgrading of the Waikanae Park changing rooms and will not proceed with the upgrade project removing the \$300,000 currently allocated from the budget.**

|  |                             |               |
|--|-----------------------------|---------------|
| MINUTES                                  | MEETING                     | TIME          |
| <b>KĀPITI COAST DISTRICT<br/>COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

**CARRIED**

Cr M Scott voted against the motion.

Officers confirmed that with the decisions made so far, the average rates increase level was at 4.6%.

*The meeting adjourned at 3.10pm and reconvened at 3.22pm.*

Wellington Free Ambulance (continued)

Discussion continued on the report recommendations, returning to the earlier consideration of funding the Wellington Free Ambulance's new Kāpiti station.

Stephen McArthur explained the size of the community grants programme and listed the various granting programmes.

*Cr Bell re-joined the meeting at 3.24pm.*

The impact of the amended motion was assessed, with reference to an ensuing recommendation not to reduce community grants. It was noted that Council had consulted specifically on the question of reducing community grants and the majority of public comment was not to do this as the programmes were already tightly subscribed.

MOVED (Bell/M Scott)

That Council approves a one-off grant of \$50,000 to Wellington Free Ambulance for its new Kāpiti station, from within existing grants budgets.

LOST

Cr Welsh abstained from voting.

**MOVED (Ammundsen/Gurunathan)**

**That Council approves a one-off grant of \$50,000 to Wellington Free Ambulance for its new Kāpiti station.**

**CARRIED UNANIMOUSLY**

Wellington Regional Amenities Fund (revisited)

Discussion returned to the subject of the contribution to the Wellington Regional Amenities Fund and Council agreed that a further resolution should be passed to ensure that payment would be contingent on Council's consideration of the outcomes of the Amenities Fund Committee's commissioned research and discussion with the Joint Committee on the objectives of the Fund.

*Cr Elliott left the meeting at 3.40pm.*

**MOVED (Bell/Welsh)**

**That Council's payment of the amount of \$50,000 to the Wellington Regional Amenities Fund (WRAF) will be subject to Council being satisfied with the outcomes of the review of the Fund.**

**CARRIED**

|                                      |                             |               |
|--------------------------------------|-----------------------------|---------------|
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Support for Economic Development activity

Questions about the Business Attraction budget were answered. Councillors were concerned that the budget not be diluted in its impact by supporting small events, but this would be prevented by the criteria of the Council-approved Events Fund. It was noted that Council had previously approved an Economic Development Strategy.

**MOVED (Mayor/Bell)**

**That Council does not reduce any of the economic development budget and instead approves the redirection of the current allocation of funding for small business support within the economic development activity (\$160,000) as follows:**

- **Increase the budget for Business Attraction / Support which is currently \$50,000 by \$100,000 to \$150,000**
- **Increase the total budget available for supporting major events to \$160,000 by reallocating \$60,000 from the small business support.**

**CARRIED**

Support for community grants

The Community Boards' input to the Annual Plan process was discussed. Community Boards were invited to provide input a lot earlier in the process this time and so had put in a lot of work to provide substantive comment. However few of the proposals could be included in the Draft Annual Plan due to Council's focus on keeping rates down. Community Boards appreciated the feedback and their involvement but would like to have discussions with Councillors as well to be clear about expectations.

**MOVED (Ammundsen /Mayor)**

**That Council does not reduce community grants and approves the officer's recommendations to the requests with potential funding implications from Community Boards, Groups and Individuals as set out in Appendix 3 of report SP-16-1906.**

**CARRIED**

Cr Welsh abstained from voting.

Grassing the pond area at Maclean Park

Issues raised by speakers during Public Speaking Time were noted. It was agreed that the Community Board should take the lead in any further community consultation.

There was discussion over what should be done with the pond pending the outcomes of community consultation. There was no support for spending money to grass over the area if, following consultation, the grass had to be removed.

**MOVED (Cardiff/Bell)**

**That Council decides to defer any short term development on the pond area at McLean Park Paraparaumu until the community has been consulted.**

|  |                             |               |
|--|-----------------------------|---------------|
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| <b>KĀPITI COAST DISTRICT<br/>COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

**CARRIED**

Technical issues around pond filling were discussed, with reference to the possible need for resource consent and the costs of the process which were unknown.

**MOVED (Cardiff/Holborow)**

**That in the interim Council refills the Maclean Park pond with water, and monitors this for a month with a report back.**

**CARRIED**

Regulatory fees

Kevin Currie explained the amendments and their rationale.

**MOVED (Ammundsen/Mayor)**

**That Council approves the changes to the regulatory schedule of fees as outlined in Appendix 2 of report SP-16-1906.**

**CARRIED**

Waitohu Valley Road improvements

**MOVED (Gaylor/Holborow)**

**That Council agrees to road improvements to the Waitohu Valley Road noting that this will increase borrowings by \$300,000 with a rates impact of 0.02%.**

**CARRIED**

Cr M Scott voted against the motion.

Grant Requests

**MOVED (Bell/Mayor)**

**That Council approves the officer recommendations for grant requests received from groups as part of the Annual Plan consultation process as set out in Appendix 4 of report SP-16-1906.**

**CARRIED**

Otaki Pool upgrade

Discussion focussed on aspects of project management. Lessons learned from the Coastlands Aquatic Centre had provided input to the project. The process with the Ōtaki project was deemed to have been more robust because of this. For example a Steering Group had been used and a larger contingency fund had been set up at the start of the project two years ago. Council had not gone to tender until the designs had been fully quantity surveyed and priced.

*Cr Elliott returned to the meeting at 4.34pm.*

**MOVED (Gaylor/Bell)**

**That Council approves increasing the budget for the Ōtaki Pool upgrade (including SplashPad and filtration separation) by \$350,000 to \$5.35 million.**

|                                      |                             |               |
|--------------------------------------|-----------------------------|---------------|
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| <b>KĀPITI COAST DISTRICT COUNCIL</b> | <b>THURSDAY 9 JUNE 2016</b> | <b>1.31PM</b> |

**CARRIED**

Cr M Scott voted against the motion.

Carryovers

*Cr Bell left the meeting at 4.36pm.*

Mark de Haast explained the identified changes to operating expenditure.

**MOVED (M Scott/Mayor)**

**That Council approves management’s identified changes to operating expenditure, noting that this will increase borrowings by \$350,000 and the rates funding requirement for 2016/17 by \$31,000 (0.06%).**

**CARRIED**

Councillors were informed by officers that as a result of all the decisions today, the final figure for the average rates increase was 4.58%.

KCDC 16/06/525

**PUBLIC SPEAKING TIME (COVERING OTHER ITEMS NOT ON THE AGENDA)**

Dale Evans spoke to his submission (circulated) about several matters, including why the Council blessing was not said in Māori; Cr Ammundsen’s comments as Chair at the recent meeting of the Regulatory Management Committee; the removal of sand at Raumati South (erosion) and Maclean Park.

It was explained in reference to the Council blessing that at a Corporate Business Committee meeting, the Māori representative Russell Spratt had been invited to say the blessing in Te Reo but he had declined as he didn’t feel it was necessary.

*The meeting closed at 4.43pm.*

Signed: ..... Date:...../.../2016

Chair Ross Church  
Mayor of Kāpiti Coast District