

MINUTES	MEETING	TIME
<b>KĀPITI COAST DISTRICT COUNCIL</b>	<b>THURSDAY 29 SEPTEMBER 2016</b>	<b>10.00 AM</b>

Minutes of the final meeting of the Kapiti Coast District Council on Thursday 29 September 2016, commencing at 10.00 am in Council Chambers, Ground Floor, Kapiti Coast District Council, 175 Rimu Road, Paraparaumu.

#### PRESENT

Mayor	R	Church	(Chair)
Cr	D	Ammundsen	
Cr	M	Bell	
Cr	M	Cardiff	
Cr	J	Elliott	
Cr	P	Gaylor	
Cr	K	Gurunathan	
Cr	J	Holborow	
Cr	D	Scott	
Cr	M	Scott	
Cr	G	Welsh	

#### APOLOGIES

Ms	F	Vining	(Chair, Paraparaumu-Raumati Community Board) <i>for lateness</i>
Mr	J	Cootes	(Chair, Ōtaki Community Board)

#### ATTENDING

Ms	F	Vining	(Chair, Paraparaumu-Raumati Community Board)
Mr	P	Edwards	(Chair, Paekākāriki Community Board)
Ms	A	Ellison	(Member, Te Whakaminenga o Kāpiti)
Mr	P	Dougherty	(Chief Executive)
Mr	W	Maxwell	(Group Manager, Corporate Services)
Mr	K	Black	(Acting Group Manager, Strategy and Planning)
Mr	K	Currie	(Group Manager, Regulatory Services)
Mr	S	Mallon	(Group Manager, Infrastructure Services)
Mr	M	Pedersen	(Group Manager, Community Services)
Mr	V	Fallon	(Expressway Integration Programme Manager)
Ms	T	Parata	(Programme Design and Delivery Manager)
Ms	A	Law	(Parks and Recreation Manager)
Ms	D	Andrew	(Organisational Development Manager)
Mr	M	De Haast	(Financial Controller)
Ms	V	Starbuck-Maffey	(Democracy Services Manager - Minute-Taker)

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

KCDC 16/09/553

#### APOLOGIES

##### **MOVED (M Scott /Mayor)**

**That apologies be received from the Chair of the Ōtaki Community Board James Cootes, and from the Chair of the Paraparaumu-Raumati Community Board Fiona Vining for lateness.**

**CARRIED**

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KCDC 16/09/554

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

There were no declarations.

KCDC 16/09/555

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

There were no public speakers.

KCDC 16/09/556

**MEMBERS' BUSINESS**

- (a) Responses to Public Speaking Time: there were none required
- (b) Matters of an Urgent Nature – there were none

KCDC 16/09/557

**MAYOR'S REPORT**

The Mayor gave a verbal report, noting key achievements, awards, challenges and alliances during the Triennium. He acknowledged the passing of the Mayoress, Cr Tony Lloyd and Ōtaki Community Board member Colin Pearce during the Triennium, and paid tribute to the work of Cr Ammundsen who was retiring.

He thanked the Chief Executive and the staff for their support and hard work.

He extended a special thanks to Council kaumātua Don Te Maipi for his support during the Triennium.

He wished everyone good luck in the election.

*Fiona Vining arrived at 10.10am.*

**MOVED (Mayor/Ammundsen)**

**That the Mayor's report be received.**

**CARRIED**

KCDC 16/09/558

**ANNUAL REPORT TO 30 JUNE 2016 (SP-16-2005)**

Kevin Black spoke to the report, noting it had been through the Audit and Risk Subcommittee and the Corporate Business Committee and changes required had been incorporated.

Councillors commended staff on the final product which they described as the best annual report yet as it provided a good balance between readability and comprehensive information.

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The historical average for the number of visits to the Waikanae Pool would be included in next year's report.

**MOVED (Holborow/Bell)**

**That the Council adopts pursuant to Section 98 of the Local Government Act 2002, the Kapiti Coast District Council Annual Report for the year ended 30 June 2016 attached as Appendix 1 to report SP-16-2005.**

**That the Council delegates to the Mayor, Chair of Corporate Business Committee and Chief Executive the authority to approve minor editorial changes to the material contained in the Annual Report 2015/16 (Appendix 1 to Report SP-16-2005) prior to publication.**

**CARRIED**

KCDC 16/09/559

**STATE HIGHWAY ONE RENAMING (SP-16-1937)**

Vince Fallon and Kevin Black spoke to the report. Discussion included the following points:

- The timing and channel for engagement with iwi through the process was clarified.
- Both Council and the Community Boards had been briefed on the matter earlier in the year.
- The role of community boards was discussed at length as the Paraparaumu-Raumati Community Board and Waikanae Community Boards expressed concerns at the expectations laid on the Boards to front the community consultation, and whether there was a genuine attempt to engage with the whole community. Reassurance was provided that the process would provide an opportunity for community input and that staff would provide support to ensure there was a consistent baseline of consultation across the District.
- The renaming focused on seven locations along SH1 as this was less disruptive to affected residents, and naming separate locations would also more accurately reflect the unique identity of each community.
- Compensation for affected residents where required was being discussed with NZTA.
- The timing of the process was discussed. Twenty-four months was the legal requirement from the opening of the Expressway; the latter would be called State Highway 1.
- Local historian Anthony Dreaver could research any Community Board options.
- There would be a communications plan addressing issues with more specifics once that stage was reached.
- The timeframes were explained. If some Community Boards needed more time for two rounds of consultation that would be acceptable. There would be a minimum standard for consultation clarified, with Community Boards able to go above and beyond that if they so

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wished. If a Community Board did not wish to front the community consultation this would be resourced by Council staff instead.

**MOVED (Mayor/Cardiff)**

**The Council endorses the Council-led process and approach to renaming the current State Highway as outlined in report SP-16-1937.**

**A division was requested:**

**For the motion: Cr Bell, Cr Cardiff, Cr Gurunathan, Cr D Scott, Cr Ammundsen, Cr Gaylor, Cr Holborow, the Mayor**

**Against the motion: Cr M Scott, Cr Elliott, Cr Welsh**

**CARRIED**

An additional motion was proposed:

**MOVED (Gaylor/Ammundsen)**

**That Council endorses the role of community boards to consult with their communities in their preferred manner noting the delegations to community boards.**

**CARRIED unanimously**

KCDC 16/09/560

**WELLINGTON REGIONAL AMENITIES FUND – KEY RESULTS OF ECONOMIC AND SOCIAL BENEFITS STUDY (SP-16-2011)**

Tania Parata spoke to the report and explained that the full study would be available soon.

**MOVED (Welsh/Elliott)**

**That Council:**

- **Receives the Executive Summary of the Wellington Regional Amenities Fund; Economic and Social Benefits Study, and notes its findings; and**
- **Defers the decision about contributing \$50,000 per annum to the Wellington Regional Amenities Fund until such time as the full findings of the study are available.**

**CARRIED**

The meeting agreed to bring forward agenda items 16 and 17.

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KCDC 16/09/566

**REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS (Corp-16-1993)**

**MOVED (Welsh/Bell)**

**That as recommended by the Corporate Business Committee, Council approves all of the changes to the 2016/17 carry-over budgets as detailed in Table 6 contained in report Corp-16-1951.**

**CARRIED**

Members noted the recommendation from the Corporate Business Committee in respect of the Annual Report which had already been dealt with.

The recommendation from the Paraparaumu-Raumati Community Board concerning the Code of Conduct was noted.

There was discussion about the recommendation from the Regulatory Management Committee concerning the adoption of the Cemeteries Bylaw. A new amendment to clause 5.12 was tabled by Councillor Holborow.

**MOVED (Holborow/Ammundsen)**

**That the Council revokes the Kapiti Coast District Council Cemeteries Bylaw of 2010 (Appendix 2 of Report CS-16-1973) and that it approves the adoption of the Kapiti Coast District Council Cemeteries Bylaw 2016 (Appendix 1 of Report CS-16-1973) with the following amendment:**

**That Clause 5.12 reads: Ashes may be deposited on private property with the agreement of the owner. Ashes may be deposited on Council approved areas of public land.**

**That the Council notes that educational material with regards to the disposal of ashes on public land, including showing approved locations, will be made available by Council and distributed to funeral directors and other relevant organisations.**

**A division was requested:**

**For the motion: the Mayor, Cr Ammundsen, Cr Gaylor, Cr Holborow, Cr D Scott, Cr Elliott, Cr Bell**

**Against the motion: Cr Welsh, Cr M Scott, Cr Gurunathan, Cr Cardiff**

**CARRIED**

**MOVED (Mayor/D Scott)**

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**That Council receives Report Corp-16-1993 (Reports and Recommendations from Standing Committees and Community Boards).**

**CARRIED**

It was noted that the Paraparaumu-Raumati Community Board sought Council support for its intended entry to the Community Board Excellence Awards for liaison work in respect of the Expressway.

*The meeting adjourned at 11.20am and reconvened at 11.35am.*

Before proceeding the Mayor addressed a member of the public Chris Walker present in the public gallery, asking him if he was filming as he had a camera on a tripod set up beside him. Mr Walker said he was not filming. The Mayor asked Mr Walker to turn the camera away to the wall, which it was. The Mayor said, in reference to Standing Orders, because Mr Walker had not asked his permission to film he did not have this permission.

KCDC 16/09/567

**REGULATORY ARRANGEMENTS DURING THE TRANSITION TO THE 2016-2019 TRIENNIUM (Corp-16-1963)**

The item was presented by Vyvien Starbuck-Maffey, Kevin Black and Sarah Stevenson. After some discussion it was agreed that each recommendation should be considered separately.

**MOVED (Bell/Gaylor)**

**That Council, pursuant to section 193 of the Sale and Supply of Alcohol Act 2012, authorises the Chief Executive to appoint Diane Ammundsen as an independent Commissioner to the role of Chair of the District Licensing Committee, from 15 October 2016 until such time as a new Chair is appointed by the newly-elected Council.**

**CARRIED**

Cr Ammundsen abstained from voting.

**MOVED (Gaylor/M Scott)**

**That Council resolves that the District Licensing Committee is deemed not to be discharged at the end of the 2013- 2016 Triennium, pursuant to Schedule 7, clause 30(7) of the Local Government Act 2002.**

**CARRIED**

Cr Bell and Cr Ammundsen abstained from voting.

**MOVED (Bell/Gaylor)**

**That Council extends the appointment of Diane Ammundsen as Independent Hearing Commissioner for the Proposed District Plan (PDP) hearings until 30 April 2017.**

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A division was requested:

For the motion: the Mayor, Cr Welsh, Cr Holborow, Cr Gaylor, Cr Bell, Cr Gurunathan, Cr M Scott

Against the motion: Cr Elliott, Cr D Scott

**CARRIED**

Cr Ammundsen and Cr Cardiff abstained from voting.

**MOVED (Bell/Gaylor)**

**That Council extends the appointment of Mike Cardiff as Independent Hearing Commissioner for the Proposed District Plan (PDP) hearings until 30 April 2017.**

A division was requested:

For the motion: the Mayor, Cr Welsh, Cr Holborow, Cr Gaylor, Cr Bell, Cr Gurunathan, Cr M Scott

Against the motion: Cr Elliott, Cr D Scott

**CARRIED**

Cr Ammundsen and Cr Cardiff abstained from voting.

**MOVED (Holborow/Bell)**

**That Council confirms for the avoidance of doubt, the hearings panel for the Proposed District Plan (PDP) as a whole is to continue for the purpose of deliberation and making its recommendations on the PDP and submissions notwithstanding the coming into office of the members of the Kapiti Coast District Council elected or appointed at, or following, the triennial general election of members.**

**CARRIED**

Cr Ammundsen and Cr Cardiff abstained from voting.

**MOVED (Bell/M Scott)**

**That Council appoints Diane Ammundsen as an independent hearing commissioner for resource consent applications as per the relevant provisions of the Resource Management Act 1991 until the Council resolves to discharge her of her duties.**

**CARRIED**

Cr Ammundsen abstained from voting.

**MOVED (M Scott/Gaylor)**

**That Council appoints Murray Bell as an independent hearing commissioner for resource consent applications as per the relevant provisions of the Resource Management Act 1991 until the Council resolves to discharge him of his duties.**

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**CARRIED**

Cr Bell abstained from voting.

**MOVED (M Scott/Gaylor)**

**That That Council appoints Janet Holborow as an independent hearing commissioner for resource consent applications as per the relevant provisions of the Resource Management Act 1991 until the Council resolves to discharge her of her duties.**

**CARRIED**

Cr Holborow abstained from voting.

**MOVED (Ammundsen/M Scott)**

**That Council authorises the Group Manager Regulatory Services (or in his absence the Chief Executive) the ability to appoint independent commissioners where this is specifically sought under section 100A of the Resource Management Act 1991, until such time as the function is formally delegated by the newly-elected Council.**

**CARRIED**

**MOVED (Bell/Ammundsen)**

**That Council resolves that the following Joint Committees be deemed not to be discharged at the end of the 2013-2016 Triennium pursuant to Schedule 7, clause 30(7) of the Local Government Act 2002:**

- (i) The Wellington Regional Amenities Fund**
- (ii) The Wellington Region Waste Management and Minimisation Plan**
- (iii) The Wellington Regional Strategy**

**CARRIED**

KCDC 16/09/561

**KAPITI GYMNASTICS CLUB LEASE VARIATION (CS-16-1969)**

Alison Law and Max Pedersen spoke to the report.

The Paraparaumu-Raumati Community Board had no concerns with the lease.

One issue was raised about the implications if any future extension is built to go north ie that vehicular access to the park would be blocked and there would be aesthetic intrusion into the reserve.

**MOVED (Welsh/Holborow)**

**That Council approves a variation to the lease with the Kāpiti Gymnastics Club, for use of the land at Mazengarb Reserve as shown in Appendix 3 to report CS-16-1969.**



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**CARRIED**

KCDC 16/09/562

**LEASE FOR COUNCIL ADMINISTERED LAND AT TILLEY ROAD RESERVE, TE RAU O TE RANGI WEAVERS COLLECTIVE (CS-16-1922)**

The Chair of the Paekākāriki Community Board said he had not been consulted on this matter, and there was also doubt whether iwi had been consulted. It was agreed that this should be ensured in future. As it was a straightforward matter the meeting agreed to proceed.

**MOVED (Holborow/Elliott)**

**That Council authorises the Chief Executive to negotiate and sign a lease (in general accordance with the proposed terms outlined in report CS-16-1922) for the land at Tilley Road Reserve shown in Appendix 2 of report CS-16-1922, with the Te Rau O Te Rangi Weavers Collective Club, provided no submissions in opposition are received.**

**CARRIED**

KCDC 16/09/563

**LEASE FOR COUNCIL OWNED LAND AT HARUATAI PARK, OTAKI PLAYGROUP (CS-16-1915)**

**MOVED (Gaylor/Elliott)**

**That the Kāpiti Coast District Council enters into a lease agreement for ten years with two further ten year rights of renewal, commencing 1 October 2016 with the Otaki Playgroup, for the land at Haruatai Park shown in Appendix 1 to report CS-16-1915 at an annual rental set by the Council in the Long Term Plan or Annual Plan.**

**CARRIED**

KCDC 16/09/564

**LEASE FOR COUNCIL OWNED LAND AT TE ĀTIAWA PARK, PARAPARAUMU, KAPITI SOFTBALL CLUB (CS-16-1910)**

**MOVED (Ammundsen/Elliott)**

**That the Kāpiti Coast District Council enters into a lease agreement for ten years with two further ten year rights of renewal, commencing 1 June 2016 with the Kapiti Softball Club, for the land at Te Ātiawa Park shown in Appendix 1 to report CS-16-1910 at an annual rental set by the Council in the Long Term Plan or Annual Plan.**

**CARRIED**

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KCDC 16/09/565

**HEALTH AND SAFETY LEADERSHIP CHARTER AND HEALTH AND SAFETY PLAN 2016-2018 (CS-16-1992)**

Dianne Andrew spoke to the report, noting the documents had been considered by the Audit and Risk Subcommittee.

The discussion focussed on whether or not this document should be let lie on the table pending the new Council's consideration.

A motion was proposed that changed the dates in the recommendation.

**MOVED (Bell/Ammundsen)**

**That the Council adopts the Health and Safety Leadership Charter and Health and Safety Plan for the period July 2016-31 March 2017 as attached as Appendix 1 to report CE-16-1992.**

**CARRIED**

KCDC 16/09/568

**REPORT OF THE KAPITI COAST AIRCRAFT NOISE COMMUNITY LIAISON GROUP – FOR INFORMATION**

Kevin Currie spoke to the report noting the decreased in the number of complaints and the changes in membership.

The Memorial Service for ex-Chair Gordon Strachan was being held in Waikanae today and the condolences of this Council had been extended.

The group would continue in the new Triennium.

**MOVED (Bell/Welsh)**

**That Council receives the report of the Kapiti Coast Aircraft Noise Community Liaison Group for the two years ending 30 December 2015.**

**CARRIED**

KCDC 16/09/569

**CONFIRMATION OF MINUTES: 18 AUGUST 2016**

One amendment was proposed to include Cr Ammundsen's name in the voting block on page 240 of the agenda.

**MOVED (Bell/Ammundsen)**

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**That the amended minutes of the Council meeting on 18 August 2016 be accepted as a true and accurate record of that meeting.**

**CARRIED**

KCDC 16/09/570

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

Chris Walker came to the podium and turned his camera on to film Councillors during his speech. The Mayor asked him to turn off his camera. He said under Standing Orders Mr Walker needed to seek his permission to film beforehand and as this had not been done, he was not to continue filming. Mr Walker refused to stop filming. The Mayor said if Mr Walker did not stop filming he would be asked to leave. Mr Walker refused to stop filming. The Mayor asked the Chief Executive to arrange for Mr Walker to leave the Chambers. A security guard attended and asked Mr Walker to leave the Chambers which he refused to do. The Mayor adjourned the meeting.

*Cr Elliott left the meeting at 12.27pm  
The meeting was adjourned at 12.37pm.  
Cr Michael Scott left the meeting.  
The meeting reconvened at 1.30pm.*

KCDC 16/09/571

**RESOLUTION TO GO INTO PUBLIC EXCLUDED**

**MOVED (Bell/Holborow)**

	<p><b>PUBLIC EXCLUDED RESOLUTION</b></p> <p><b>That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public (with the exception of the Community Board Chairs) now be excluded from the meeting for the reasons given below, while the following matters are considered:</b></p> <ul style="list-style-type: none"> <li>• <b>Granting of a Sublease of Units 2 and 3 at 2 Ake Ake Place, Otaki (CS-16-2015)</b></li> </ul> <p><b>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:</b></p>	
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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
<b>Granting of a Sublease of Units 2 and 3 at 2 Ake Ake Place, Otaki (CS-16-2015)</b>	Section 7(2)(i) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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 meeting went into public excluded session at 1.30pm*

*The meeting came out of public excluded session 1.41pm.*

KCDC 16/09/572

**VALEDICTORY SPEECHES**

As Cr M Scott was absent the Mayor read out a statement on his behalf.

Councillors and Community Board Chairs delivered their valedictory speeches. The Mayor and several Councillors acknowledged Cr Amundsen's retirement after 27 years as a Councillor.

*The meeting was closed at 2.12pm.*

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

Chair Ross Church JP, BCA  
Mayor of Kāpiti Coast District

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

Pat Dougherty  
CEO