

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
STRATEGY AND OPERATIONS COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 18 FEBRUARY 2021 AT 9.30AM**

**PRESENT:** Cr James Cootes, Cr Gwynn Compton, Mayor K Gurunathan, Deputy Mayor Janet Holborow, Cr Angela Buswell, Cr Jackie Elliott, Cr Martin Halliday, Cr Sophie Handford, Cr Jocelyn Prvanov, Cr Bernie Randall, Cr Robert McCann

**IN ATTENDANCE:** Community Board Members Guy Burns, Marilyn Stevens and Richard Mansell, Mr Wayne Maxwell, Mr Mark de Haast, Mrs Janice McDougall, Ms Natasha Tod, Mr James Jefferson, Mr Darryn Grant, Mrs Tanicka Mason.

**APOLOGIES:** There were none.

**LEAVE OF ABSENCE:** There were none.

**1 WELCOME**

**2 COUNCIL BLESSING**

Cr Cootes welcomed everyone to the meeting and Cr Holborow read the Council blessing.

**3 APOLOGIES**

Apologies for lateness were noted for Cr Elliott.

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

There were none

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

There were none.

**6 MEMBERS' BUSINESS**

(a) Public Speaking Time Responses

There were none.

(b) Leave of Absence

There were none.

(c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

There were no Matters of an Urgent Nature.

## 7 UPDATES

### 7.1 OUTCOMES FROM 2020 BUSINESS ACCELERATOR SESSIONS: POP-UP BUSINESS SCHOOL AND START-UP WEEKEND

This item was withdrawn from the agenda and moved to the Strategy & Operations Committee Meeting to be held on 15 April 2021.

## 8 REPORTS

### 8.1 2018-2021 POLICY WORK PROGRAMME UPDATE

Hamish McGillivray, Manager Research & Policy highlighted points from the report and answered members questions.

Cr Elliott arrived at 9.37am

#### COMMITTEE RESOLUTION SAOCC2021/1

Moved: Cr Gwynn Compton

Seconder: Deputy Mayor Janet Holborow

That the Strategy & Operations Committee note the projects on the PWP that:

have been completed;

are in process with no known concerns;

are in process with some delays; and

are currently on hold.

It is recommended that the Strategy & Operations Committee note the following amendments to the 2018-2021 Policy Work Programme:

The Coastal Management Strategy was scheduled to begin in March 2021 and finish in December 2021, however work was already underway as of March 2020 through our Coastal Management team. It is scheduled to complete in March 2022;

The Emissions Management & Reduction Plan (CEMARS) was scheduled to begin in November 2020 and be completed in January 2021, however has been moved to align with the drafting on the complementary Climate Change Strategy draft. Accordingly, the start date is now February 2021 with a completion date of May 2021;

The Subdivision Development Principles & Requirements Plan Change was scheduled to begin in January 2021 and be completed in November 2021, however has been moved back as it follows on from the Subdivision Development Principles & Requirements Review which has experienced delays. Accordingly, the start date is now July 2021 and the completion date is May 2022.

That the Strategy & Operations Committee note the following updates to the 2018-2021 Policy Work Programme:

The Keeping of Animals, Poultry, and Bees Bylaw Review has an expected completion date of July 2021;

The General Bylaw Review has an expected start date of April 2021 and an expected completion date of December 2021;

The Traffic Bylaw has an expected completion date of October 2021;

The Emissions Management & Reduction Plan (CEMARS) has an expected start date of February 2021 and an expected completion date of May 2021;

The Coastal Management Strategy began in March 2020 and has an expected completion date of March 2022;

The District Policy for Trees on Council-administered Land has an expected start date of June 2021 and an expected completion date of February 2022;

The Positive Aging Strategy 2011 Review has an expected completion date of December 2021;

The Reserves, Structures, and Commemorative Place Naming Policy Review has an expected start date of June 2021 and an expected completion date of October 2022;

The Destination Plan has an expected completion date of June 2021;

The Subdivision Development Principles and Requirements Review has an expected completion date of June 2021;

The Subdivision Development Principles & Requirements Plan Change has an expected start date of July 2021 and an expected completion date of May 2022.

That the Strategy & Operations Committee agree that the timing of the review of the Freedom Camping Policy is agreed as part of the 2021-2024 Policy Work Programme.

**CARRIED**

## 8.2 NPS UD QUARTERLY MONITORING REPORT - QUARTER 2

Aston Mitchell, Policy advisor gave a synopsis of the report. Members entered into some discussion and Aston was able to answer members questions.

### **COMMITTEE RESOLUTION SAOCC2021/2**

Moved: Cr Robert McCann

Seconder: Deputy Mayor Janet Holborow

That the Committee receives this report; and

That the Committee notes the contents of the NPS UD 2020/21 second quarter Monitoring Report for the period 1 September 2020 to 30 November 2020, as attached as Appendix 1 to this report.

**CARRIED**

## 9 CONFIRMATION OF MINUTES

### 9.1 CONFIRMATION OF MINUTES

#### **COMMITTEE RESOLUTION SAOCC2021/3**

Moved: Cr Bernie Randall

Seconder: Cr Angela Buswell

That the minutes of the Strategy and Operations meeting on 3 September 2020 be accepted as a

true and accurate record of the meeting.

That the minutes of the Strategy and Operations meeting on 3 December 2020 be accepted as a true and accurate record of the meeting

**CARRIED**

**10 PUBLIC SPEAKING TIME**

- For items not on the agenda

There were no public speakers for items not on the agenda.

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

**The Strategy and Operations Committee meeting closed at 10.35am.**

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**CHAIRPERSON**