

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 11 JUNE 2020 AT 09.30AM**

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

**IN ATTENDANCE:** Te Whakaminenga o Kapiti Chair Rupene Walker,  
Paraparaumu-Raumati Community Board Chair Kathy Spiers,  
Otāki Community Board Chair Chris Papps,  
Waikanae Community Board Chair James Westbury,  
Paekākāriki Community Board Chair Holly Ewens,  
  
Wayne Maxwell, Natasha Tod, Sean Mallon, Janice McDougall, Mark de Haast (via video), James Jefferson, Leyanne Belcher, Tanicka Mason, Grayson Rowse, Alison Law, Angela Bell, Susan Owens

**APOLOGIES:** None

**LEAVE OF  
ABSENCE:** None

**1 WELCOME**

**2 COUNCIL BLESSING**

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

**3 APOLOGIES**

None

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

Deputy Mayor Janet Holborow declared a conflict of interest in item 8.4 Voting in the Electra Trust Election 2020 on the agenda.

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

None

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence

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

## 7 MAYOR'S REPORT

Nil

Cr Elliott thanked the EOC controller Mr James Jefferson for all his hard work over the COVID-19 pandemic.

## 8 REPORTS

### 8.1 PROCESS FOR RECEIPT OF MARTIN JENKINS INDEPENDENT ORGANISATIONAL REVIEW

Tim Power took the report as read and answered members' questions

Cr Jocelyn Prvanov left the meeting at 9:42 am.

Cr Jocelyn Prvanov returned to the meeting at 9:43 am.

#### RESOLUTION 2020/26

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Jackie Elliott

- 1) That the Council revoke Resolution 2020/4 made at the Council meeting on 14 May 2020.
- 2) That Council direct Martin Jenkins and Associates (Martin Jenkins) to release the Independent Organisational Review of Kapiti Coast District Council (the Report) in accordance with the following timetable:
  - a) 15 June 2020 – report released to Simpson Grierson;
  - b) 19 June 2020 – key findings briefing by Martin Jenkins, and the Report is released to the Mayor, Councillors and the Chief Executive;
  - c) 23 June 2020 – detailed briefing by Martin Jenkins to the Mayor, Councillors, Community Board Chairs, a representative of each of the Council's iwi partner organisations and the Chief Executive;
  - d) 29 June 2020 – Report released to the public.
- 3) That Councillors and the Chief Executive issues press releases at the same time the Report is released to the public.
- 4) That at an appropriate time, after the release of the Report, the Chief Executive tables a short position paper at a Council meeting on the steps needed by management to progress any relevant recommendations made by the Report.

**CARRIED**

**8.2 AMENDMENTS TO STANDING ORDERS FOR MEETINGS OF COUNCIL**

Leyanne Belcher took the report as read and answered members' questions. Tim Powers also answered members' questions.

**RESOLUTION 2020/27**

Moved: Cr Gwynn Compton

Seconded: Cr James Cootes

That Council adopt the set of Standing Orders as at Attachment 1 of this report 'Amendments to Standing Orders for meetings of Council'.

**CARRIED**

The meeting adjourned at 10.30am

The meeting resumed at 10.43am

**8.3 PROPOSED CHANGES TO THE LGFA BORROWING COVENANTS**

Mark de Haast took the report as read and took members' questions.

**RESOLUTION 2020/28**

Moved: Cr James Cootes

Seconded: Deputy Mayor Janet Holborow

That the Council:

- 1) Appoints the Group Manager, Corporate Services as proxy to vote on behalf of the Council at the Local Government Funding Agency's Special General Meeting on 30 June 2020, with the Chief Executive of the LGFA as alternate;
- 2) Agrees that the proxy or alternate votes in favour of the Local Government Funding Agency's proposal as follows:
  - a) to increase the foundation policy financial covenant net debt / total revenue from the current 250% to 280% for local authorities with a long-term credit rating of 'A' equivalent or higher;
  - b) that until 2025/26, local authorities with a long-term credit rating of 'A' equivalent or higher must comply with the "Alternative Net Debt / Total Revenue covenant" as below.

| <b>Alternative Net Debt / Total Revenue Covenant</b> |                                 |
|--|---------------------------------|
| <b>Financial Year (Test Date)</b>                    | <b>Net Debt / Total Revenue</b> |
| 30 June 2020   | <250%                           |
| 30 June 2021   | <300%                           |
| 30 June 2022   | <300%                           |
| 30 June 2023   | <295%                           |
| 30 June 2024   | <290%                           |
| 30 June 2025   | <285%                           |

- 3) Notes the amended foundation policy financial covenant of 280% will apply in the 2025/26 financial year and annually thereafter.

**CARRIED**

**8.4 VOTING IN THE ELECTRA TRUST ELECTION 2020**

Deputy Mayor Holborow declared an interest in this item and left the meeting at 10:54 am, taking no part in the discussion nor voting on this item.

Leyanne Belcher took the report as read and answered members questions.

**RESOLUTION 2020/29**

Moved: Cr Robert McCann

Seconder: Cr Jackie Elliott

That Council vote for Kevin Burrows and Neil MacKay in the Electra Trust 2020 election.

**CARRIED**

**CR RANDALL VOTED AGAINST**

**CR HOLBOROW ABSTAINED**

**9 CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****RESOLUTION 2020/30**

Moved: Cr Jackie Elliott

Seconder: Cr Robert McCann

That the minutes of the Council meeting on 28 May 2020 be accepted as a true and accurate record of the meeting.

**CARRIED**

**10 PUBLIC SPEAKING TIME**

- Covering other items if required
- Public Speaking Time responses

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES****RESOLUTION TO EXCLUDE THE PUBLIC****PUBLIC EXCLUDED RESOLUTION 2020/31**

Moved: Mayor K Gurnathan

Seconder: Cr Gwynn Compton

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each matter to be considered while the public is 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   | Ground(s) under section 48 for the passing of this resolution  |
|---|---|--|
| <b>11.1 - Confirmation of Public Excluded minutes</b> | <p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> | <p>Section 48(1)(a)(i) - the public conduct of 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 under section 6 or section 7</p> |

**CARRIED**

The Council meeting went into public excluded session at 11.04am.

**RESOLUTION 2020/32**

Moved: Mayor K Gurunathan

Seconder: Cr Jackie Elliott

That the Council moves out of a public excluded meeting.

**CARRIED**

The Council came out of public excluded session 11.06am.

**The Council meeting closed at 11.06am.**

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**CHAIRPERSON**