



RĀRANGI TAKE AGENDA

Council Meeting

**I hereby give notice that a Meeting of the Kāpiti Coast District Council
will be held on:**

Te Rā | Date: Thursday, 23 February 2023

Te Wā | Time: 9.30am

**Te Wāhi | Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu**

**Darren Edwards
Chief Executive**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Kāpiti Coast District Council will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 23 February 2023, 9.30am.

Kaunihera | Council Members

Mayor Janet Holborow	Chair
Deputy Mayor Lawrence Kirby	Deputy
Cr Glen Cooper	Member
Cr Martin Halliday	Member
Cr Sophie Handford	Member
Cr Rob Kofoed	Member
Cr Liz Koh	Member
Cr Jocelyn Prvanov	Member
Cr Kathy Spiers	Member
Cr Shelly Warwick	Member
Cr Nigel Wilson	Member

Order Of Business

1	Nau Mai Welcome	5
2	Karakia a te Kaunihera Council Blessing.....	5
3	Whakapāha Apologies.....	5
4	Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take Declarations of Interest Relating to Items on the Agenda	5
5	Te Whakatakoto Petihana Presentation of Petition	5
	Nil	
6	Ngā Whakawā Hearings.....	5
	Nil	
7	He Wā Kōrero ki te Marea mō ngā Mea e Hāngai ana ki te Rārangi Take Public Speaking Time for Items Relating to the Agenda	5
8	Ngā Take a ngā Mema Members' Business	5
9	Te Pūrongo a te Korormatua Mayor's Report	5
	Nil	
10	Pūrongo Reports.....	6
10.1	Review into the Future for Local Government Submission	6
10.2	Noting Paper: Climate Emergency Action Update	29
10.3	Keeping of Animals, Bees & Poultry Bylaw 2021 and Dog Control Bylaw 2019 - minor and technical changes.....	52
10.4	Wellington Region Triennial Agreement 2022-2025	101
10.5	Reports and Recommendations from Standing Committees and Community Boards	112
10.6	Delegation of power to grant leave of absence.....	116
11	Te Whakaū i ngā Āmiki Confirmation of Minutes	118
11.1	Confirmation of Minutes	118
12	Purongo Kāore e Wātea ki te Marea Public Excluded Reports.....	127
	Resolution to Exclude the Public	127
12.1	Confirmation of Public Excluded Minutes	127
13.1	Appointment of the Chair and Independent Member of the Risk and Assurance Committee.....	127
13.2	Property Update.....	127

1 NAU MAI | WELCOME

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hāpori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

3 WHAKAPĀHA | APOLOGIES

**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

5 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

Nil

6 NGĀ WHAKAWĀ | HEARINGS

Nil

**7 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI
TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

8 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

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

9 TE PŪRONGO A TE KORORMATUA | MAYOR'S REPORT

Nil

10 PŪRONGO | REPORTS

10.1 REVIEW INTO THE FUTURE FOR LOCAL GOVERNMENT SUBMISSION

Kaituhi | Author: **Jo Bryan, Strategy Manager**

Kaiwhakamana | Authoriser: **Kris Pervan, Group Manager Strategy & Growth**

TE PŪTAKE | PURPOSE

- 1 To seek agreement to provide the Review into the Future for Local Government submission to the Independent Panel before 28 February 2023.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The submission includes:
 - Cover letter (key points, issues for consideration and a regional statement).
 - Attachment 1: Answers to the Panel's questions
 - Attachment 2: Comments on the Panel's recommendations
 - Attachment 3: Specific examples from the Kāpiti Coast District.
- 3 Council largely supports the draft report's recommendations and provides key themes to the Panel for consideration around:
 - ensuring any future local government can prepare for and adequately respond to changes in its operating environment.
 - undertaking further assessment about what specific roles local government should undertake relative to other parts of government.
 - emphasising the need for local government to take the lead on civic education (with appropriate funding) and for alternative democratic processes to be made available to increase participation and trust with the community
 - progressing discussions with central government and Māori about how best to enable Te Tiriti o Waitangi to be more effectively embedded within the whole of government system
 - progressing discussions with the Electoral Commission and Government about lowering the voting age and lengthening the electoral cycle to voter turnout.
 - reinforcing the need for it to be easier for local candidates to stand for election and when elected they need to be better supported with professional development and adequate remuneration.
 - providing feedback on where central government can work in partnership with local government to co-design solutions, aspire to achieve joint outcomes and consider co-investment or alternative funding sources other than rates to support changes needed.
 - emphasising that it is not necessary to create another statutory entity to sit between central and local government, instead, a direct working relationship may be better achieved by re-purposing existing entities and their roles in the system.
 - progressing discussions with central government about how to protect local government (and therefore local democracy) via a constitution for local government.

TE TUKU HAEPAPA | DELEGATION

- 4 Under Part B of the Governance Structure and Delegations 2022-2025 Triennium – Committees of the whole, B.1 Strategy, Operations and Finance Committee has authority or delegation to sign off any submission to an external agency or body.
- 5 In this case due to timing of scheduled Council meetings and the due date for the submission (being 28 February) sign off is requested from Council as there is no other opportunity to provide the draft submission to the Strategy, Operations and Finance Committee before it is due.

TAUNAKITANGA | RECOMMENDATIONS

It is recommended that Council:

- A. Note that the Panel's report contained draft recommendations only and that there will be other opportunities for consultation if the review progresses through to reform at a later date.
- B. Endorse the Review into the Future for Local Government submission subject to any specific feedback.
- C. Agree that the Mayor, Deputy Mayor and Chief Executive agree any final changes to the submission on behalf of Council and that the submission be provided to the Panel before 28 February 2023.

TŪĀPAPA | BACKGROUND

- 6 The review has three stages:
 - 2021 – initial scoping and engagement with local government and other organisations to identify key issues and the release of the interim report
 - 2021/22 – broader public engagement about the future of local government and democracy in New Zealand and the release of the draft report
 - 2022/23 – formal consultation on the draft recommendations (open until 28 February 2023) to inform the final report due in June 2023.
- 7 The draft report released in October 2022 focuses on how to shape a more community-focused, citizen-centred local governance system. It provides local government with an opportunity to evaluate its purpose and function by considering ways to:
 - strengthen social cohesion within our communities to achieve equitable wellbeing outcomes through the fundamental principles of participative and deliberative democracy approaches, social procurement-based methodologies, and subsidiarity
 - partnering more deliberatively at the local and regional level with Māori to share resources, knowledge and expertise to approach regional and hyper-local issues
 - pivot flexibly to address the future social, environmental, cultural and economic needs of our communities
 - achieve a more equitable funding approach and resource allocation for councils.
- 8 The Panel's report outlines the case for change:

“...it is clear that significant change is required to many aspects of the local government system to maximise the wellbeing and resilience of communities now and into the future and strengthen local democratic decision-making. Facing these challenges, combined with the pace of change, is causing many of our communities to lose trust in democratic institutions and to disengage.

Engagement in local government is declining, with low levels of voter turnout. There is limited representation and an undervaluing of hapū/iwi and Māori as a critical partner, in the absence of a fit-for-purpose legislative framework inclusive of Te Tiriti o Waitangi in local governance. The wellbeing challenges facing Aotearoa New Zealand are too big for central government to address alone – local government has an important role to play. We need to see shifts in mindsets and approaches with greater collaboration and innovation so that communities and local and central government have the tools, funding, and resilience to face the challenges ahead.”

- 9 Two briefings to unpack the contents of the draft report were provided to the Strategy, Operations and Finance Committee in the lead up to this stage in the process. Feedback suggestions and input from these briefings are reflected in the submission.

HE KŌRERORERO | DISCUSSION

- 10 Local government's operating environment has become more challenging and complex with national standards and legislation, unfunded mandates from central government, increasing impacts of climate change, developing relationships with iwi, hapū, and Māori, the covid-19 pandemic, cost of living crisis, housing crisis and reforms (resource management and water).
- 11 Local government needs to move with the times and position itself for the future to remain effective and relevant to people and place.
- 12 While the report provides many opportunities for change, it is difficult to understand how all 29 recommendations would all work together (or not) in a holistic sense to create better outcomes. More work needs to be done to pull all the threads of change into an aligned and workable solution within a common strategic framework that:
- is driven by local voice, experience and aspirations (what does wellbeing mean to them)
 - is not one size fits all and recognises the need for local nuance
 - that understands what role our communities want local government to play before considering how local government entities should be structured
 - has the support of and commitment from central and regional government
 - nurtures partnerships with mana whenua and relationships with Māori iwi/hapū
 - achieves sustainable outcomes for current and future generations
 - is enabled by affordable and sustainable funding sources
 - demonstrates value for money and transparency of challenges and achievements.
- 13 The timing, costs, risks and phasing of change is likely to be explored in the next stage in the process.
- 14 If change is driven by central government there is a risk of too much centralisation (and loss of local democracy), so it needs to be driven by local government itself with its partners and communities.

He take | Issues

- 15 Issues for consideration are outlined in the submission cover letter covering:
- function followed by form and then by funding
 - no one size fits all
 - localism and centralisation
 - transparency and value for money in a joined-up system

- benefits vs costs of change.

Ngā kōwhiringa | Options

- 16 There are no options for consideration at this stage in the process other than accept the status quo (no change) or explore areas of potential change through the review process that has already identified a compelling case for change.

Tangata whenua

- 17 Two appointed mana whenua members of the Strategy Operations and Finance Committee participated in briefings between December 2022 and early February 2023.
- 18 We have supported Te Tiriti o Waitangi related recommendations in the draft report that are consistent with our partnership with mana whenua and relationship with iwi/hapū.

Panonitanga āhuarangi | Climate change

- 19 The draft report states that: *“Local government has an essential role to play in supporting local mitigation and adaptation efforts and promoting environmental wellbeing and sustainability.”* The draft report also recommends: *“That central government develops an intergenerational fund for climate change, with the application of the fund requiring appropriate regional and local decision-making input.”*
- 20 Our submission indicates strong support for a climate change adaptation and mitigation funding mechanism via central government that uses risk (short, medium and long term) as a key criterion for funding allocation.

Ahumoni me ngā rawa | Financial and resourcing

- 21 The submission acknowledges the need to stop central government requiring local government to perform new (unfunded roles), it supports retaining the current the rating model but recognise its limitations and the need to consider additional and alternative sources of funding, such as central government.
- 22 The costs of proposed change are yet to be provided by the panel (probably the next stage in the review process). It is unlikely that the costs of such a change will be reflected in the 2024 Long-term Plan process (more likely to be the one after that).

Ture me ngā Tūraru | Legal and risk

- 23 The review process is pointing towards the possibility of a significance change in the Local Government Act 2022 (and possibly other Acts) to support any potential future reform. Any change of this nature and associated risk would need to be spelt out in the next steps in the review process. The submission has been reviewed by the Councils Legal Services Team.

Ngā pānga ki ngā kaupapa here | Policy impact

- 24 It is too early in the process to comment on potential future changes to Council policies.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 25 Any member of the public can submit on the Panel's report.
- 26 The Panel advised that they had not expected Council's to undertake community consultation on the draft report, given it is not final advice for Cabinet. They also advised that *“...It is not a ‘draft’ of our final report... it's a provocation...prompting vigorous debate, that will help us shape our final report.”* It is therefore quite possible that their final report could include different recommendations from the draft report.

- 27 While the review canvasses issues that could affect the future of local government, it has not yet formed a view on exactly what the changes would be in the form of final recommendations. The review is not yet reform either.
- 28 In the meantime, Council staff are supporting the Mayor to publish a series of opinion pieces about this review and the water and resource management reforms to raise awareness in the community about what central government is thinking.

Te mahere tūhono | Engagement planning

- 29 Once the Panel has developed final recommendations and it is clear what central government want to do with such recommendations, then Council will consider its next steps for engagement planning with mana whenua, Māori, iwi/hapū and the wider community to ensure their voices are heard.

Whakatairanga | Publicity

- 30 The submission (once endorsed by Council) will be made publicly available along with further updates on the review process as it progresses. There are no decisions arising from the draft review report at this stage in the process.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Review into the Future for Local Government Submission [↓](#)

27 February 2023

Independent Review Panel
Review into the Future for Local Government
Department of Internal Affairs
WELLINGTON
Email to: futureforlg@dia.govt.nz

Dear Independent Panel members,

Submission: Review into the Future for Local Government

Introduction

Thank you for the opportunity to provide feedback on your draft report *He mata whāriki, he matawhanui* released on 28 October 2022 about the Future for Local Government. We note the draft report will shortly be finalised and provided to Cabinet for consideration.

Your report provides a compelling case for change, not only within local government itself but how it works with others (i.e. central government, iwi/hapū and local communities) and its place within the system as a whole.

Key challenges that local government and communities face are well articulated in the report. Our submission therefore identifies further opportunities for change from our Kāpiti Coast District perspective and experience. Our submission incorporates feedback from Council and staff, both of whom are generally supportive of the draft report's recommendations. We have shared our response with mana whenua but have not consulted widely with communities within the timeframe set out.

The structure of our submission is:

- Cover letter including a summary of wider issues for consideration and a regional statement.
- Attachment 1: Answers to the Panel's questions
- Attachment 2: Comments on the Panel's recommendations
- Attachment 3: Specific examples from the Kāpiti Coast District.

Issues for consideration

We acknowledge the sizable challenge you have undertaken in considering and identifying key opportunities to reset the role and connection of local government, central government and Māori through this process. Outside of the questions you have posed, we consider that the Panel should also consider the following issues that need careful navigation:

- **Function followed by form, then by funding:** Consideration of appropriate levers and how they may effect change should be evidence-based and sequenced. Structural change should be a last resort after defining the roles of various players and understanding the changes that need to be made to address our challenges. Current reforms (e.g. water reform) are creating more entities that could be more costly in the long run; the true cost, and ongoing impact, of change needs to be more thoroughly assessed.

- **No one-size-fits-all:** Solutions should consider local complexities and nuances relating to place and people. For example, we would not want to be locked into working within set regions. Local government should be able to form partnerships with other localities where it makes sense to do so. The Kāpiti Coast district is forming a strong connection with the western corridor of the North Island and would want to maintain that connection to improve outcomes for our communities.
- **Localism and centralisation:** Too much centralisation and shared services could risk diminishing local voice and limiting choice of service provision. It is, however, still possible to achieve cost-effective shared service opportunities that preserve local voice and meet local need.
- **Transparency and value for money in a joined-up system:** In a more joined-up whole of government system, clear lines of accountability and transparency (especially where cross-subsidisation is planned) will be essential so communities can see whether value for money has been delivered in a system that includes rates, taxes and other sources of funding. Transparency will increase trust with the community and with other players in the system.
- **Benefits vs costs of change:** We would expect a proposed revised future model of local government to include estimated costs of change and whether funding sources will be sustainable. Costs of change may not just be financial; they could be social and economical for a community.

Our specific responses to the Panel's questions, and implications or nuances of importance from a Kāpiti perspective are set out in Attachment 1, 2, and 3.

Regional statement

We are supportive of a general regional statement about the Future for Local Government review:

"We recognize the need for incremental change and look forward to the opportunity to feed into ongoing proposals around how the Panel's existing recommendations could be implemented in practice, and what we as a sector need to do to transition from our current state to a future where local governance is refreshed and resourced to deliver what our residents need and demand of us".

The success of further change than that already underway through the series of existing central government reforms will require further engagement and buy-in from communities, iwi, Council, and staff and we look forward to this opportunity in due course.

Ngā mihi

Janet Holborow
MAYOR, KĀPITI COAST DISTRICT

Darren Edwards
CHIEF EXECUTIVE, KĀPITI COAST DISTRICT.

Attachment 1: Answers to the Panels questions

Chapter 2: Revitalising citizen-led democracy

Question i: What might we do more of to increase community understanding about the role of local government, and therefore lead to greater civic participation?

Answer i: Local government can play a lead role in educating local communities about the role of local government. It could work alongside the Ministry of Education to update the school curriculum, reflecting changes in local government over time. Civic education should reach beyond the school system though, to the wider community to increase collaboration opportunities. Options for funding this would need to be explored.

Chapter 3: Tiriti-based partnership between Māori and local government

The draft report asks no specific questions to respond to.

Chapter 4: Allocating roles and functions in a way that enhances wellbeing

Question ii: What process would need to be created to support and agree on the allocation of roles and functions across central government, local government, and communities?

Answer ii: A process would need to better understand the unique value proposition of each level of government, not just as it currently stands, but as it could be enabled to be in the future and then how the different levels could complement each other better in a holistic, cohesive system. The allocation of roles and functions at the local government level should be driven by local wellbeing needs and aspirations that then inform central government and shape roles of each level of government.

Question iii: What conditions will need to be in place to ensure the flexibility of the approach proposed¹ does not create confusion or unnecessary uncertainty?

Answer iii: While the principles proposed in the report make sense and would guide the working conditions needed, the framework to guide allocation in the report does not afford local government the degree of flexibility and maturity it deserves. For example, the framework assumes that central government should intervene in situations where there is a national-level agreement on outcomes and a lack of appetite for local variation. There needs to be clear rationale for why and when a top-down approach is needed, which departs from a 'local-knows best' position. A practical example of this could include central government intervention if there is labour or skills shortages that aren't provided for locally – however, in this situation central government should work with local government to determine how immigration settings can be adjusted to match local needs.

Question iv: What additional principles, if any, need to be considered?

¹ The proposed approach for allocating roles and responsibilities is described on pages 108-114 of the draft report and includes three principles (local government has significant ability to influence and create conditions for wellbeing in their communities, the starting point for allocating roles and functions should be at the level of government closest to affected communities – subsidiarity and that allocation should be underpinned by te ao Māori values).

Answer iv: Additional principles should include:

- accountability of central government agencies at a local level;
- roles and responsibilities of partner agencies need great clarification to avoid duplication and/or gaps in service delivery/accountability;
- local solutions to local problems, encourage communities to work together to solve problems;
- focus funding towards local outcomes (not generic one-size-fits-all national or regional outcomes); and
- focus on understanding who is impacted and where/at place and national and regional direction should be shaped by local input rather than directing or restricting local actions.

Chapter 5: Local government as champion and activator of wellbeing

Question v: *What feedback do you have on the roles councils can play to enhance intergenerational wellbeing?*

Answer v: Local communities and their intergenerational wellbeing needs and aspirations should play a bigger role in shaping council functions/roles. Although some councils are already doing this, they could take on stronger ‘facilitator, shaper, and connector’ roles related to social housing, safety, social cohesion including migrant resettlement services, education and health, and ensure districts grow in ways that take climate change and emissions reduction into account, that ensure local communities are supported with sustainable resources (e.g. access to food and renewable energy sources), economic stability through employment opportunities, and opportunities to grow relationships with Māori and support cultural identity and connections between people and their communities. These roles would need adequate funding to support them, including a regular source of central government funding.

Question vi: *What changes would support councils to use their existing assets, enablers, and levers to generate more local wellbeing?*

Answer vi: Councils need to think about how to use existing assets/facilities in different ways to enable greater economies of scale and leverage the use of technology, and innovation (e.g. widening the purpose of libraries for digital services, community hubs). Councils could consider alternative self-sustaining business models to manage assets, such as council-controlled organisations, that increase the chances of accessing other funding sources to then deliver more local wellbeing outcomes.

Chapter 6: A stronger relationship between central and local government

Question vii: *How do we rewire the system of central and local government relationships through developing an aligned and cohesive approach to co-investment in local outcomes?*

Answer vii: We don’t see the value or necessity of creating another statutory entity to stand between central and local government (or between regional government and local government). We should use existing entities differently and support changes to improve connectivity through simplified processes of engagement, planning and alignment. Any rewiring needs to be focused on a joint strategic framework (supported by joint planning and budgeting) across central, regional and local government to create better alignment between central and local level outcomes, and investment. Further to this, the role of regional government needs further consideration. Currently, central government has regional and

district arms established; and local government has separate and usually siloed regional government set up. Rationalisation of these functions is needed, and the role of local government as a potential outsourced, and funded, delivery agency for central government should be considered.

Question viii: *How can central and local government explore options that empower and enable a role for hapū/iwi in local governance in partnership with local and central government?*

Answer viii: A true partnership approach needs to be developed and for some councils' steps are already been taken through for example hapū/iwi having voting rights on council committees. As a broad principle, it should be up to iwi/hapu to determine their interest in central, regional, and local actions and this may vary (even over time) across the motu, and so any arrangements need to be flexible. Further to this, it should come back to the relationship that exists (or needs to be grown) between hapū/iwi, local government and central government.

Chapter 7: Replenishing and building on representative democracy

Question ix: *How can local government enhance its capability to undertake representation reviews and, in particular, should the Local Government Commission (LGC) play a more proactive role in leading or advising councils about representation reviews?*

Answer ix: We believe there is scope for the LCG to play a broader and more proactive role in providing independent advice to councils as they are designing the process for their review and exploring different representation options. This could be as simple as enhanced guidance that provides more specific suggestions about tools and techniques that can be used to gain an appropriate understanding of the needs of the community relating to representation and supporting case studies.

Question x: *To support a differentiated liberal citizenship, what are the essential key steps, parameters, and considerations that would enable both Tiriti- and capability-based appointments to be made to supplement elected members?*

Answer x: The following considerations would need to be made:

- There could be a legislative requirement for the Mayor or Chief Executive to complete a capability assessment of the Council (based on a standard assessment framework that allowed for local needs to be considered alongside core governance competencies) within the first three months of a new triennium. The assessment could identify gaps that could be plugged through independent appointments – that the Mayor could be enabled to fulfil.
- If a role for mana whenua in governance is not specifically enabled in future legislation then maybe Mayors could be legally required to consult with iwi/hapū in establishing their governance structure.

Chapter 8: Equitable funding and finance

Question xi: *What is the most appropriate basis and process for allocating central government funding to meet community priorities?*

Answer xi: Central Government funding could be allocated on local and place-based community outcomes and priorities, using a wellbeing-weighted model that scores population size, environmental health, demographics and deprivation. In practice, local government

would receive a set funding pool to deliver services in agreed areas, such as housing, health, climate change (mitigation and adaptation), safety or economic development to name a few. As with central government, accountability for this funding should require local government to report back to a relevant Select Committee on the effectiveness and efficiency of delivery utilizing these funds. There is no need to introduce new accountability mechanisms or structures.

Chapter 9: System design

Question xii: *What other (system) design principles, if any, need to be considered?*

Answer xii: There needs to be principles that support collective impact based on a citizen-centric approach, outcome-driven focus on wellbeing to benefit local communities, and total cost transparency where joint work is occurring between central, regional and local government and funds are being drawn from rates, taxes and other means. There also needs to be a principle about how all three levels of government work together in a collaborative and respectful manner, and the pace of change and sequencing of it.

The principles should be driven by local needs so that national and regional themes do not overpower local voice or need. Principle three (resourcing) assumes local resources will be available to meet local needs; if this isn't the case for challenges such as climate change, then resource support from central and regional government and other organisations may be necessary. This is not an indication that local efforts are inefficient or misplaced, but a signal that some of the challenges that communities face are 'wicked problems' that require more than is usually available through local resource to address. With this top up, local government will be able to affect appropriate change with community support.

Question xiii: *What feedback have you got on the structural examples presented in the report?*

Answer xiii: As a principle we support strategy, or function, before structure (form). Of the three examples, example two (local and regional councils with separate governance) is most like the current situation however, various roles of each level of government need to be clarified first and how they best work together to achieve better outcomes for all.

Although the Panel recognises the value of local government, the value proposition of regional government hasn't been discussed in the report relative to other levels of government. For example, the challenges evidenced by regional-led, Auckland super city, solutions are apparent in the January 2023 response to the weather bombs, where a centralised regional model has not provided voice for local needs or delivering to on-the-ground issues. Councils are capable of working together (as we currently do) as and when needed without requiring structural amalgamation, although more work could be undertaken to detail how example three could work in practice.

Chapter 10: System stewardship and support

Question xiv: *How can system stewardship be reimagined so that it is led across local government, hapū/iwi, and central government?*

Answer xiv: System stewardship needs to be redesigned together with all parts of the system, not imposed top down. You can't look at local government stewardship in isolation of reviewing central and regional government stewardship. We agree with the roles/areas of focus for stewardship of the system which focus on oversight of the performance of agencies (to ensure accountability and transparency), caring for the system's long-term capability and

people, maintaining and enhancing institutions' knowledge and information, and supporting partnerships, co-design and innovation. The role of the LGC could be expanded to act in a similar way as the Commissioner for Environment (independent from government but has investigation powers). No new entities should be established in the system, we should be using existing ones better (but if a new one has to be established then it must be independent and not agenda-driven). There also needs to be a mechanism built into the system that ensures effectiveness of the system over time.

Question xv: *How do we embed Te Tiriti in local government system stewardship?*

Answer xv: As the report mentions establishing an independent advisory role for hapū /iwi in local government system stewardship could be an option but the best way to determine this is to hear from hapū/iwi themselves and what works for them, taking their local relationships into account.

Question xvi: *How should the roles and responsibilities of 'stewardship' organisations (including the Secretary of Local Government (Department of Internal Affairs), the LGC, Local Government New Zealand, and Taituarā) evolve and change?*

Answer xvi: Refer to theme 5 in attachment two. Clarity is needed around what stewardship these respective entities provide to and for local government. There should be a clear value proposition and local government satisfaction with the support and stewardship provided should form part of accountability requirements going forward.

Attachment 2: Comments on the Panel’s recommendations

Note answers to the Panel’s questions are in the cover letter.

	Panel Recommendations	Kāpiti Coast District Council submission
Theme 1: Strengthened local democracy	<p>Revitalising citizen-led democracy (chapter 2)</p> <ul style="list-style-type: none">• That local government adopts greater use of deliberative and participatory democracy in local decision-making.• That local government, supported by central government, reviews the legislative provisions relating to engagement, consultation, and decision-making to ensure they provide a comprehensive, meaningful, and flexible platform for revitalising community participation and engagement.• That central government leads a comprehensive review of requirements for engaging with Māori across local government- related legislation, considering opportunities to streamline or align those requirements.• That councils develop and invest in their internal systems for managing and promoting good quality engagement with Māori.• That central government provides a statutory obligation for councils to give due consideration to an agreed, local expression of tikanga whakahaere in their standing orders and engagement practices, and for chief executives to be required to promote the incorporation of tikanga in organisational system. <p>Replenishing and building on representative democracy (chapter7)</p> <ul style="list-style-type: none">• That the Electoral Commission be responsible for overseeing the administration of local body elections• That central government undertakes a review of the legislation to:<ul style="list-style-type: none">a. adopt Single Transferrable Vote as the voting method for council electionsb. lower the eligible voting age in local body elections to the age of 16c. provide for a 4-year local electoral termd. amend the employment provisions of chief executives to match those in the wider public sector, and include mechanisms to assist in managing the employment relationship.• That central and local government, in conjunction with the Remuneration Authority, review the criteria for setting elected member remuneration to recognise the increasing complexity of the role and enable a more diverse range of people to consider standing for election.• That local government develops a mandatory professional development and support programme for elected members; and local and central government develop a shared executive professional development and secondment programme to achieve greater integration across the two sectors.	<ul style="list-style-type: none">• We are strongly supportive of a move towards greater use of participatory and deliberative tools alongside other initiatives to strengthen representative democracy. While we welcome other methods of increasing public participation and engagement, we think that each Council should be able to decide on its own types of democratic processes with its communities to shape the focus and form of engagement, rather than it be prescribed by central government. For example, Councils could use multiple types of participatory and deliberative processes, such as citizens’ assembly at a local level or at a regional Level, with sub-level citizens’ juries² providing input. More work needs to be done on how such processes would work and be funded.• Greater civics education for a wider audience than just schools may increase community understanding of local government and foster greater civic participation. Local government itself could play a lead role in civic education but this needs to be resourced.• We support the need for a more open and transparent sector that enables greater participation in local decision-making and opportunities to provide regular feedback, that builds relationships and trust with the community. A review of legislative provisions relating to engagement, consultation, and decision-making is needed but note the need to strike a balance between being too prescriptive around what councils are legislatively required to do, and how they do it, and ensuring there is enough flexibility for councils to engage with their communities on the issues that are meaningful to them, on their terms in a way that works for them and supports greater participation in local decision-making. We should also focus on closing the loop back to the community, so they understand how their input contributed to final decisions.• Costly, formal consultation is not providing value for communities. In Kāpiti only 50% of people feel they are involved in decision-making despite our district following or exceeding required formal processes. Making it easier for Council to engage communities in decision-making processes rather than relying only on formal decision-making from Council alone, seems an obvious opportunity.• The role of technology (including online voting) needs more consideration to enable stronger democracy and engagement in real time (e.g. live innovation).• New Zealand is (and is becoming increasingly so) a multicultural society which is important in terms of engagement and representing a diverse range of groups and needs in our communities (i.e. new Ministry for Disabled Peoples started on 1 July 2022).• We need to look at what channels we use to inform, engage, and build trust with communities to ensure we remain relevant, and both contribute to and facilitate community conversations on topics of interest at a grassroots level. <ul style="list-style-type: none">• The Electoral Commission could administer local elections, dependent whether they have the capability and resources to do so effectively.• We support streamlining and aligning voting processes noting that the STV voting method is currently used well in the Kāpiti District. We support reviewing the 3-year term (potentially moving to a 4-year term) and passed a noting motion agreeing that 16-year-olds should be able to vote.• Elected and appointed member remuneration needs to be reviewed to reflect the actual demands of the role and this should include access to Kiwisaver and other benefits like other jobs. If remuneration is not attractive, it is less likely to attract quality candidates. Community Board member remuneration also needs to be revisited; especially given they are a vehicle for gaining social license. More professional development is needed for elected members (including Te Tiriti training).• The cost of standing and cost of campaigns (compared to resources available for national elections) needs to be addressed. Currently those with funds have an advantage over those without, which means candidates may not represent or have support of the wider community at large Not everyone can afford a campaign, so how can we make it easier for people to stand?• Candidates also need more support to provide more information about themselves so the public can make better informed voting decisions about who might best represent them.• Māori representation needs consideration, for example, the distinct and differing roles of mana whenua, Māori, iwi/ hapū and maata waka organisations and the role of Māori wards in enabling appropriate representation. There is a need to balance national guidance on Māori representation in local governance while still allowing for local relationships and established mechanisms to continue.• There should be clear expectations about which elected member roles are expected to be full-time and which are considered par- time roles. Providing more clarity about this may support candidates to step forward. They should also be appropriately remunerated for their expertise and time.

² A citizen jury is a group of randomly selected citizens that meet over several days, acting as a microcosm of their community. They receive background information, hear expert witnesses and then make a considered 'judgment' and the local authority is required to respond to the report either by acting on it or by explaining why it disagrees (Source: DPMC).

^A citizen assembly is a random, demographically representative sampled group who are asked to ‘deliberate’ on particular issues, make collective/agreed recommendations on the particular issue that are made public and presented to the local authority. The authority is required to respond to these recommendations (OECD 2020)

	Panel Recommendations	Kāpiti Coast District Council submission
	<p>That central and local government:</p> <ul style="list-style-type: none">a. support and enable councils to undertake regular health checks of their democratic performanceb. develop guidance and mechanisms to support councils resolving complaints under their code of conduct and explore a specific option for local government to refer complaints to an independent investigation process, conducted and led by a national organisationc. subject to the findings of current relevant ombudsman’s investigations, assess whether the provisions of the Local Government Official Information and Meetings Act 1987, and how it is being applied, support high standards of openness and transparency. <ul style="list-style-type: none">• That central government retain the Māori wards and constituencies mechanism (subject to amendment in current policy processes) but consider additional options that provide for a Tiriti-based partnership at the council table.	
Theme 2: Authentic relationship with hapū/iwi/Māori	<p>Tiriti-based partnership between Māori and local government (chapter 3)</p> <ul style="list-style-type: none">• That central government leads an inclusive process to develop a new legislative framework for Tiriti-related provisions in the Local Government Act that drives a genuine partnership in the exercise of kāwanatanga and rangatiratanga in a local context and explicitly recognises te ao Māori values and conceptions of wellbeing.• That councils develop with hapū/iwi and significant Māori organisations within a local authority area, a partnership framework that complements existing co-governance arrangements by ensuring all groups in a council area are involved in local governance in a meaningful way.• That central government introduces a statutory requirement for local government chief executives to develop and maintain the capacity and capability of council staff to grow understanding and knowledge of Te Tiriti, the whakapapa of local government, and te ao Māori values.• That central government explores a stronger statutory requirement on councils to foster Māori capacity to participate in local government.• That local government leads the development of coordinated organisational and workforce development plans to enhance the capability of local government to partner and engage with Māori.• That central government provides a transitional fund to subsidise the cost of building both Māori and council capability and capacity for a Tiriti-based partnership in local governance.	<ul style="list-style-type: none">• Need a national conversation about what a Treaty-based democracy looks like.• Consider how Treaty principles could inform how all-of-Government works together and engages with Māori.• Ensuring that co-design opportunities are funded to support iwi/hapu engagement from a local and central government perspective.• Talk to our partners about what types of governance work for them (e.g. some councils have a Treaty of Waitangi Committee with mana whenua representatives).• Local government needs a framework (or frameworks) for Te Tiriti in local governance, that doesn’t undermine existing relationships or partnerships and supports all parties with greater clarity and guidance. A principles-based approach or handful of options would be useful.• The focus should be on implementing legislation (that sets high level standards and is not overly prescriptive) that is given effect through local relationship frameworks (respecting their complexities and maturity).• We support the need for Tiriti-based partnership capacity and capability-building within local government. Funding for this needs to be considered (which might lead to a different way of working, working more effectively with what we have or even working with central government). It needs to be built into the local government system so it’s not a one-off and is kept up-to-date.• The way we think about engagement needs an overhaul: For example, should we have community board meetings on Marae? How can we ensure we hear from Māori voices?
) Theme 3: Roles and functions and a stronger focus on wellbeing	<p>Allocating roles and functions in a way that enhances wellbeing (chapter 4)</p> <ul style="list-style-type: none">• That central and local government note that the allocation of the roles and functions is not a binary decision between being delivered centrally or locally.• That local and central government, in a Tiriti-consistent manner review the future allocations of roles and functions by applying the proposed approach, which includes three core principles:<ul style="list-style-type: none">– the concept of subsidiarity;– local government’s capacity to influence the conditions for wellbeing is recognized and supported;– and te ao Māori values underpin decision-making. <p>Local government and champion and activator of wellbeing (chapter 5)</p> <ul style="list-style-type: none">• That local government, in partnership with central government, explores funding and resources that enable and encourage councils to:	<ul style="list-style-type: none">• National, regional and district/local roles need to be clarified through updated legislation and funded appropriately. Local government is not just an agent of central government and opportunities for alignment in outcomes should be investigated where they exist between central and local government.• There’s a clear opportunity for local government to be a facilitator and coordinator of local service provision that focuses on sustainable development.• Local government should be the acknowledged lead for engagement with communities, in lieu of the current multi-layered and confused engagement offered by central and regional entities.• Conditions: giving mandate to local government and communities to independently determine their priorities through local visions and plans seems an obvious means for ensuring national and regional thinking does not overpower local imperatives and needs. The mandate should be focused on describing the shifts and changes needed for the future to improve wellbeing for residents, via an evidence-based approach.• Principles: should include local solutions to local problems, encourage communities to work together to problem solve; funding for local outcomes (not generic national or regional outcomes). The focus should be on understanding who is impacted and where/at place and national and regional direction should be shaped by local input rather than directing or restricting local actions. <p>Councils already perform anchor institution and placemaking roles. We need an analysis of which roles and functions are most effectively delivered or facilitated locally and likely to benefit local communities, as well as who’s best to perform them and fund them (e.g. should local</p>

	Panel Recommendations	Kāpiti Coast District Council submission
	<ul style="list-style-type: none"> – lead, facilitate, and support innovation and experimentation in achieving greater social, economic, cultural, and environmental wellbeing outcomes – build relational, partnering, innovation, and co-design capability and capacity across their whole organisation – embed social/progressive procurement and supplier diversity as standard practice in local government with nationally supported organisational infrastructure and capability and capacity building – review their levers and assets from an equity and wellbeing perspective and identify opportunities for strategic and transformational initiatives – take on the anchor institution role, initially through demonstration initiatives with targeted resources and peer support – share the learning and emerging practice from innovation and experimentation of their enhanced wellbeing role. 	<p>government take on more social housing, education and health roles like other countries? Should councils play more of a role in the sports and arts and local creativity? If so, how would funding and accountability work where there is alignment with central government? Local government must continue to play its role in emergency management as we know our communities best.</p> <ul style="list-style-type: none"> • What role can Community Boards play in planning for and supporting community wellbeing? • Should councils take on some central government functions or regional functions that might be better delivered locally? • Council agrees with proposed principles for allocating roles and functions, but right now central government is reshaping our role through reform processes. In the future local communities should play a bigger role in shaping council functions/roles. • The Long-term Plan (LTP) could evolve to be the community’s wellbeing plan that is driven by local communities and their vision for the future. This would require a revised approach to developing the LTP with a more holistic approach to wellbeing, which could include reviewing performance indicators and measures, and the engagement approach.
Theme 4: Relationship with Central Government and sustainable/equitable funding and finance	<p>A stronger relationship between central government and local government (chapter 6)</p> <ul style="list-style-type: none"> • That central government expands its regulatory impact statement assessments to include the impacts on local government; and that it undertakes an assessment of regulation currently in force that is likely to have significant future funding impacts for local government and makes funding provision to reflect the national public-good benefits that accrue from those regulations. • That central and local government agree on arrangements and mechanisms for them to co-invest to meet community wellbeing priorities, and that central government makes funding provisions accordingly. <p>Funding and financing (chapter 8)</p> <ul style="list-style-type: none"> • That central government develops an intergenerational fund for climate change, with the application of the fund requiring appropriate regional and local decision-making input • That central government reviews relevant legislation to: <ul style="list-style-type: none"> – enable councils to introduce new funding mechanisms – retain rating as the principal mechanism for funding local government, while redesigning long-term planning and rating provisions to allow a more simplified and streamlined process. • That central government agencies pay local government rates and charges on all properties. 	<ul style="list-style-type: none"> • A joint strategic framework is needed across central, regional and local government to create a clear vision and better alignment between central and local-level outcomes, investment and governance that preserves importance of the local voice. • No new entity is needed between central and local government. The relationship should be good enough to work directly together and should consider how can work with existing entities in a different way rather than create more bureaucracy. • Central government generally tell local government what to do including removing local government functions without proper consultation – this type of relationship needs to change so local government is an equal partner. • Central government (including politicians) needs to be educated about local government and vice versa. Central government needs to come into our environment to hear it from the ground. Local government also needs to be fairly represented in regional and central government arenas. • In a joined-up system, rates and income taxes spent on joint outcomes need to tell the total cost and value for money story. Additional principles are suggested: citizen-centric, aligned plans/budgets, enabling not prescriptive legislation and total cost transparency. • An assessment is needed of what functions are best delivered locally, regionally and centrally before jumping to structural solutions. • Central government needs to more carefully consider impacts on local government when doing regulatory impact assessments. • Local government should be protected by constitution given that it currently only takes 50.1% of Parliamentary vote to abolish local government. The voting threshold should be increased to protect local democracy, and/or local government be given constitutional status in the Constitution Act 1986. Should there be a referendum rather than a vote in Parliament? • Local solutions to local problems or opportunities such as intergenerational wellbeing should be our priority. Rather than central government telling communities what they need to do – often in complex and impractical ways. • There isn’t currently a formal relationship between elected members and central government Ministers. It largely depends on the elected member in question and different relationships and associations they have, for example, to a particular political party or local community group. There is opportunity to strengthen these relationships, where appropriate. <ul style="list-style-type: none"> • Council strongly supports co-investment to meet community needs and that central government makes funding provisions. Council supports vertical equity through the establishment of a simple and rapid model where central and local government, in partnership with iwi, commit to sustainably and equitably (as agreed by all parties), co-fund agreed sets of outcomes and objectives – included in any streamlined Long-term Plan and/or Annual Plan process. • At what point do we say ratepayers can't afford it - determine a ceiling for affordability and central government to support what's sustainable (e.g. Auckland floods, who’s accountable, who pays to relocate from flood-prone land and how is retreat managed). • Council strongly supports identifying key priorities, such as climate change adaptation and mitigation, which can then be a focus for a funding mechanism via central government. Funds should be allocated by taking local and placed-based outcomes into account. Risk in short, medium and long term should be key criteria for allocation. • Central government funding (e.g., climate change fund) shouldn’t mean that local government loses its local voice about how the funds should be spent. Appropriate accountability elements should accompany central funding, such as report back to Select Committees. • Local government should be funded to contribute to national and regional government goals – from the tax revenue, as central agencies are. Joint planning, budgeting and accountability of relevant entities via existing mechanisms driven by Treasury and State Services Commission could be used to join up central and local government (rather than establishing another whole entity). If an independent entity was established, it must be independent and not influenced/captured by central government alone. • Councils already have challenges with being asked to implement unfunded mandates, and the challenges of meeting all of our communities’ needs through rating as the primary source of revenue have been well-documented. This emphasises the need for multiple revenue streams now local government functions and roles are being affected by reform. • Central Government needs to pay its way (rates on government property) and allow GST on rates to be reinvested by councils.

	Panel Recommendations	Kāpiti Coast District Council submission
		<ul style="list-style-type: none">Assets, enablers and levers for change can be best utilized when there is clear alignment between inputs and the outcomes that we seek to achieve. A stronger accountability focus on funding for outcomes and delivering to outcomes is needed.We are concerned that encouraging the use of alternative funding mechanisms, outside of top up from central government, will essentially be additional rates which just compounds affordability problem (e.g. not supportive of bed taxes, road congestion charges and cost of administering them on top of current rates and fees and charges) but acknowledge rates alone may not be sufficient so need other funding/business models.Cost of reforms (3 waters, RMA) should not be pushed down to ratepayers.Like idea of expanding the roading model (51% Central Government subsidy) being applied to other forms of infrastructure, however we need to compete for this funding.
Theme 5: How the local government system works	<p>Designing the local government system to enable the change we need (chapter 9)</p> <ul style="list-style-type: none">That central and local government explore and agree to a new Tiriti-consistent structural and system design that will give effect to the design principlesThat local government, supported by central government, invests in a programme that identifies and implements the opportunities for greater shared services collaboration.That local government establishes a Local Government Digital Partnership to develop a digital transformation roadmap for local government <p>System stewardship and support (Chapter 10)</p> <ul style="list-style-type: none">That central and local government considers the best model of stewardship and which entities are best placed to play system stewardship roles in a revised system of local government	<ul style="list-style-type: none">Design models will need to enhance collaboration with central government while preserving the local voice and the need to retain ‘local’ in Local Government.Function before form – we need to consider what structure supports the future roles of local government, rather than attempt to introduce new structure (constantly) which is expensive, reduce productivity, and has not proven to be effective over time (example Auckland super city). We need to learn from these examples and make the best of the local and central model which has existed and supported NZ communities for a century or more.Opportunity should be given to greater use of the unitary model, which would create more targeted opportunity for District Councils to work together in a more meaningful way.Design principles should include leveraging off what already exists, identifying challenges and targeting simple (not complex) system redesign. Communities generally know what they need, let them lead the way.Central government can intervene in council decision-making, replacing Councilors with Commissioners or other oversight mechanisms. While scrutiny and accountability are important, should central government perform this role, independence around the choice of interventions needed is an important role that local communities play.The Local Government Commission role could be expanded to investigate complaints and operate in a similar way to the Commissioner for the Environment model.The Department of Internal Affairs provides little oversight or guidance to local government, and there is a case to provide Taituarā / Local Government New Zealand with stronger independent powers regarding stewardship. There is opportunity to look at funding centralized development and training of staff, so that the burden of cost for this element of operations is not borne by ratepayers.A Future Generations Commission could be created to sit across all of Government that local government would work closely with.System stewardship could be improved without requiring structural change and instead focus on changing how existing entities currently perform their roles. Form should follow function, rather than be an end unto itself.System stewardship must be acknowledged as a co-owned construct, and the roles of all players must be set out. It must be informed by each player, not someone who has a particular end point in mind.Te Tiriti needs to be embedded into legislation if it is something that we want to embrace in a stewardship sense. Although there are obligations set by the Treaty, a large component of existing legislation misses the mark on setting accountable expectations around this.Local government could identify further opportunities to introduce and align shared services and a Local Government Digital Partnership could be established.It would also be good for local government to be prepared for and ready to influence the design of new technologies that could significantly impact our local communities and how we live in the future, for example, the predicted impact of artificial intelligence.

Attachment 3: Specific examples from Kāpiti

Theme 1: Strengthened local democracy (Chapters 2 and 7)

Increased participation in decision-making

In Kāpiti, we use a range of methods to give our citizens a voice in key decisions – directly and indirectly. Staff and elected members are aware of the many barriers to participation that are inherent in the way local government is designed and operates and the bias this potentially places on the views and opinions of individuals and groups well placed to navigate the system. We work hard to create an inclusive environment for participation.

In Kāpiti, Community Board representatives do not have voting rights at Council but they do have voting rights on some committees/subcommittees. We think Community Boards can play a bigger role in increasing participation in decision-making if they are supported to do so.

Councillors hold open fora (not subject to standing orders) ahead of their meetings; members of the public have the option to participate in public speaking time within meetings via zoom or the phone as well as attending the meeting in person.

We have significant engagement, formally and informally, with representatives of demographic communities of interest and the business community via our advisory bodies and other networks; and use a range of in person, digital and more traditional print channels to inform and seek feedback from our citizens to inform key decisions. Our staff and elected members are actively engaged in communities every day.

We feel we go well beyond the minimum requirements expected of us, yet we know there is much more we should do as our community reminds us through the Resident's Opinion Survey, which shows we need to lift trust and participation in levels of decision-making. We share the panel's view that legislative requirements including the Special Consultative Procedure set the bar far too low and need to be overhauled to enable the shift towards increased participation. Unhelpfully, they create an environment that can at times result in more emphasis on the quantity of feedback than the quality or substance of the feedback. It can be time-consuming, costly, and with low participation rates.

Civics education

In election year we collaborate with other councils in the Wellington region on an education and information campaign to encourage candidacy and voter turnout. We see an opportunity for a similar co-ordinated approach to broader civics education – planning and development at a national or regional level, customised and implemented at a local level.

We believe this kind of approach would drive more consistency (both in terms of content and regularity of effort), reduce duplication and enable smaller councils with fewer resources to tap into the work of others. It could be as simple as having a sample programme and toolkit of resources maintained by a national stewardship body, or more involved, such as a collaboration between local government, central government and iwi to design and implement a programme across multiple touch points (i.e. school curriculums, vocational training programmes).

Representative democracy

The panel indicated that it wasn't convinced there was a systemic problem with the process related to setting representation arrangements (noting its view that such proposals should still be locally driven).

Both council officers and elected members put significant weight on the guidance documentation provided by the LGC and the ongoing advice of LGC staff when we completed a representation review in 2021. The LGC was helpful for us at all points through the process of exploring options and developing initial and final proposals, but by its nature the scope of its advice was limited by the role prescribed for them, and us, in legislation.

We believe there is scope for the Commission to play a broader and more proactive role in providing independent advice to councils as they are designing the process for their review and exploring different representation options.

If STV was adopted across the board, the LGC would be well placed to offer stronger advice about what types of representation arrangements are well aligned to this type of voting system. We recognise all of this would require increased capacity and capability within the Commission.

A fundamental point we think must be considered is whether the current settings in the Local Electoral Act will deliver representation arrangements that enable the strengthened local democracy envisaged by the panel. Technically prescriptive and restrictive formulas and requirements, and a core consultation process heavily weighted towards hearing and responding to the views of people who know how to navigate the existing systems, does not create an ideal environment for innovation. In our view, a reset of the rule book is a must.

Theme 2: Authentic relationship with hapū/iwi/Māori (Chapter 3)**Legislative framework**

In Kāpiti, we have Te Whakaminenga o Kāpiti, a long-standing partnership between Council and the three mana whenua iwi of the district - one of the longest standing agreements in the motu. We found in recent years our approach to partnership failed to keep pace with the changing expectations around true partnership. We are now putting significant time and effort into strengthening our partnerships and would welcome legislative change that supports this. If this legislative change were to cement local government formally as a Te Tiriti partner, it would create a shared responsibility and significant anchor for the ongoing partnership between central and local government that we believe must be recognised and supported by central government.

In Kāpiti, the Council chose not to establish a Māori Ward on the advice of our three iwi partners, who urged council to focus first on strengthening its partnerships with mana whenua. Council resolved to reconsider the issue of a Māori ward prior to the next election and in the meantime has worked on how to create opportunities for mana whenua to have a stronger voice in decision-making. This is reflected in the governance structure for this triennium, with a seat for each of the three iwi at Council, our major standing committee and subcommittees – with voting rights where this is possible.

Māori wards and a voice for mana whenua in decision making are not mutually exclusive, and in fact, having a Māori ward that functions like any other ward, is a distinct democratic feature that may differ from the purpose and function of a specific voice for mana whenua. We support having a legislative framework that entrenches both.

Capability and capacity

In Kāpiti, we are already making small but meaningful steps to build the capability of staff and elected members, and in recent years have significantly increased the level of funding available to support iwi capacity to be involved in the work of council. This was a nearly five-fold increase in the budget in this current LTP period and we expect the funding required for this will continue to increase significantly as we continue to strengthen our work together. We strongly feel this is an area where central government could be making a greater funding contribution.

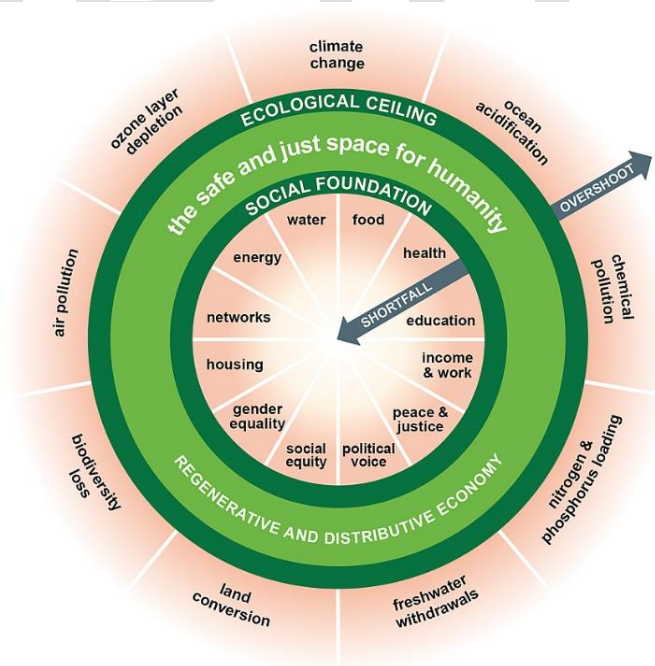
Theme 3: Roles, functions and a stronger focus on wellbeing (Chapters 4 and 5)

Roles and functions

Currently, Kāpiti Coast District Council is strengthening its role in climate adaptation, mitigation, and emergency response. We also facilitate and support work in communities related to economic development, regulation, housing, and district planning. Outside of this we provide general parks and recreation services and infrastructure related to roading and the three waters. More broadly we are already working with communities on visioning, outcomes, and community led solutions. If council is to take on additional or expanded roles, for example in the areas of safety, health, education and training then these will need to be funded.

Defining local government's role in wellbeing

The Kāpiti Coast District Council is beginning to focus on value of the Doughnut Economic Model to better articulate a cohesive view of local government's role in wellbeing:



We are focusing efforts to align measurement between local, regional and national outcomes in the four wellbeing domains. We are investigating planetary accounting approaches to better report against ecological and environmental impacts and seeking Treasury and Office of the Auditor General advice on how collective thinking may evolve in this space over the next couple of years.

Local government's role in emergency management

The report suggests opportunities for common systems and greater standardisation across local government, in both back office corporate functions and business customer-facing systems, as well as in emergency management. While the report is not necessarily suggesting centralisation, it is suggesting standardisation and common systems.

While there may be some benefits in common systems, it should not detract from the need to keep emergency management offices being run out of councils. At a local level, councils have the relationships, knowledge and ability to quickly respond including mobilising a volunteer workforce. However, the combined impact of other reforms on Council means that water staff (for example that may have played a major role in an Emergency Operations Centre (EOC)), will no longer be working for council. Water entity C will need to determine their role and capacity to service emergency response and how they will coordinate their working relationship with EOC and be accountable for their elected member responses. We strongly advocate that Council continue to stand up EOCs which may or may not require standardised systems given unique characteristics of each location in any given event.

How regionalisation affects our role and functions

The Kāpiti Coast District Council currently participates in regional groups and networks within the wider Wellington Region but we also have a strong history of engaging across the Western corridor of the North Island, due to the proximity and relevance of shared issues. Flexibility in working across and with key parties has been critical to successful joint ventures, such as progressing economic development initiatives and to support growth.

Council as an anchor institution and placemaker

To an extent, we already act as an anchor in our community, but there is room to grow this role. Our council demonstrated this anchor role throughout COVID lockdowns in 2020, supporting community welfare and ensuring our most vulnerable were fed. Councils need to remain agile to respond to and prepare communities for the types of challenges they face, and we need to keep our mandated roles while also facilitating and enabling change through others. In terms of placemaking, we have council service centres co-located with libraries but there is potential to co-locate with other types of services and improve cultural/social connection through place.

Theme 4: Relationship with Central Government and funding (Chapters 6 and 8)**Joint outcomes and investment**

In Kāpiti, parts of Council work closely with parts of central government, especially where there are joint or complimentary outcomes or objectives. For example, in Council's Economic Development Group there are effective working relationship with MBIE, Ministry of Tourism, Ministry of Housing and Kainga Ora, Ministry of Primary Industries. These relationships support increased alignment towards achieving common objectives or outcomes and in some cases, they are associated with access to funding for the local community. There is opportunity to grow our relationships and connections with central government.

The impact of central government policy/legislation on local government

The Kāpiti Coast District Council currently submits on opportunities to comment on legislative and policy change but often finds that feedback is not considered, or if it has been considered, there is no feedback loop back to council or local communities about how our input was considered or used to shape future direction.

More recently change has progressed at such a rapid pace that it feels like a local voice or opinion is not valued and there have been preconceived agendas at play.

Strategic framework

To enable local government to work better together with neighbouring councils, regional and central government - a common strategic framework is needed to work on joint outcomes and solve joint challenges. One model that is currently being used in Kāpiti and overseas at the local government level, is the Doughnut Economics Model (as mentioned earlier), which incorporates the four wellbeings as part of the 'social foundation', placed within the context of planetary boundaries. This can be scaled to the district or regional scale and used as a tool to set targets and measure progress against these in a fully integrated, whole-of-system way. There will be other models worth considering as well.

Sustainable funding

In more recent times Kāpiti Coast District Council, along with local government counterparts, has fielded a range of extended and ill-sequenced change from health to RMA reforms. Whilst a small financial contribution has been extended from central government via 'Better off Funding' and the Infrastructure Acceleration Fund, it has not fully covered the burden of increased work required by local government.

The Kāpiti Coast District Council is not consulted on regulatory impact statements. Central government does not currently share its priorities or challenges in engaging communities with local government in a meaningful way. For example, Kainga Ora recently announced intentions to build 100 new homes in one area of our district but has not considered the wider community impacts related to availability or pressure placed on schools, shops, roading or infrastructure. A more holistic approach is encouraged, whereby the focus is not just on housing developments but also on how housing developments can be sustainable positive solutions for those that need housing as much as those that are affected in a local community by such developments. This requires better coordination within and across central government agencies and with local government and affected community before plans are developed for such developments.

Central government regulatory impact statements for local government

Council strongly supports this recommendation to best ensure that unfunded mandates to local government cease. As identified in the report, this must give effect to dialogue with local government regards what solutions and/or innovative approaches could best achieve outcomes without imposing unfunded cost burdens on the sector. Whole-of-life costs should be fully considered and included (i.e. direct costs as well as indirect costs such as corporate overheads).

Requiring central government to complete regulatory impact statement assessments is one of many potential solutions that need to be in place.

Reliance on central government funding

During 2021/22, Kāpiti Coast District Council received \$7.9million funding from central government which was 7.4% of our total operating income and \$12.8million in 2020/21 from central government which was 12.8% of total income for that period. Additional income in 2020/21 from Department of Internal Affairs, MBIE and Ministry of Culture and Heritage related to specific one-off projects and initiatives, so the "steady state" income comes back to Waka Kotahi roading at approximately \$5million per annum. The table below summarises central government funding percentage of the operating income. Please note the operating income includes rates income, fees and charges, development contribution, opex and capex grants and other revenue. It excludes interest income.

It is possible, as there is increasing pressure on rates (cost of living and inflation), that our reliance on central government funding could increase in future years.

Funding sources

Council strongly supports a legislative review to enable councils to introduce new funding mechanisms, in particular a simplified model for value capture that is fair and equitable.

Council agrees with the sentiment of the report regarding rates, that they are a blunt tool that disregards ratepayers' ability to pay which potentially captures economic buoyancy through political will and/or drivers. The Local Government (Rating) Act 2002 is considered sufficient to enable a simple rate-setting process that's fair and equitable to each community, however, we support an overhaul of the current long term planning process and costs and shifting this to a four-year cycle.

Kāpiti Coast District Council's rates funding model is based on balancing the three levers of rates, debt and capital spending that determine the levels of service we can offer the community. Other factors to consider alongside this model are how best to treat the cost of intergenerational impacts, and how best to ensure equitable distribution of core services across the population (whilst acknowledging that not all in the community partake of such services). Further to this, there is increasing pressure to consider how council can support sustainable living options (renewable energy and solar power) for the local community and how these types of changes can be funded.

The Kāpiti Coast District Council is exploring opportunities to introduce Council Controlled Organisation (CCOs) or other investment structures to enable access to additional revenue streams. Securing future funding to ensure local service provision is particularly important in light of the multitude of reforms that are now transforming local government's role. Council strongly supports a legislative review to enable councils to introduce new funding mechanisms, in particular a simplified model for value capture that is fair and equitable.

Allocating central government funding to meet community priorities

The Kāpiti Coast District Council is currently undertaking an assessment of central government priorities and funding streams to identify opportunities and synergies for working more closely together on targeted work areas. We are also already engaged in regeneration work with iwi and the Ministry for Primary Industries to source start-up funding to progress shared outcomes in this space.

Theme 5: How the local government system works (Chapters 9 and 10)**Principles for system design**

The Kāpiti Coast District Council is introducing a systems-focus for its engagement with communities. We think it's important to not only think about the system of government and how that works; but to extend the focus towards the systems that operate at community level and who's involved in that. More often than not, it includes iwi, residents, business, and some elements of central government.

Structure

Council itself has five local community boards (so partly example one in the panel's report).

The future system design needs to strike a balance between centralism and localism. Establishing a single regional authority (example one) may not work well for other areas that don't currently work together in a joined-up way regionally. In Kāpiti, we would anticipate being part of the Wellington Region but would still want to retain the ability to work separately with both Porirua City council and

Horowhenua District council as our neighbouring councils. It is unclear how that would be possible if local or community boards did not have adequate delegations for decision making

Example two, which mostly closely reflects our current arrangements in the Wellington region, allows for more flexibility in role allocation between the local and regional levels - which might best allow for local delivery of services that directly impact community wellbeing, while also providing efficiencies from shared services at a regional level.

Example three in the draft report (9.6) could potentially deliver an opportunity for common systems and greater standardisation across the sector, in both back-office corporate functions and business customer facing systems as detailed in the report, but there remains the risk of losing the local voice in a combined system. Any changes to the system need to include inbuilt provisions to regularly review and assess effectiveness of the whole system overtime.

Working with others

Council has strong relationships with other councils in the Wellington Region including Porirua City Council and as far north as Horowhenua District Council. We would want to be confident that there was enough flexibility in any legislative provisions about democratic processes that enable us to partner with whomever we need to, to deliver the best outcomes for our community.

DRAFT

10.2 NOTING PAPER: CLIMATE EMERGENCY ACTION UPDATE

Kaituhi | Author: **Brandy Griffin, Principal Policy Advisor - Climate Change**

Kaiwhakamana | Authoriser: **Sean Mallon, Group Manager Infrastructure Services**

TE PŪTAKE | PURPOSE

- 1 This report provides Council with:
 - 1.1 a brief overview of the Kāpiti Coast District Council Climate Emergency Action Framework, and
 - 1.2 a progress update on the Kāpiti Coast District Council Climate Emergency Action Plan for the period 1 July 2022 to 31 December 2022.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Climate and Environment Subcommittee received this report on 9 February 2023 and directed for this report to be submitted to Council as a noting paper to enable a wider understanding amongst elected members of Council's Climate Emergency Action Framework and Plan and ensure that climate change continues to be embedded across the organisation.
- 3 The Subcommittee provided feedback on the following aspects of the report:
 - 3.1 a need to continue and expand Council's role in climate change education for communities and businesses, including a stronger focus on circular economy principles
 - 3.2 the importance of the Access and Transport Activity's ongoing efforts to improve and promote active and public transport options
 - 3.3 the development of a revised Carbon and Energy Management Plan and, potentially, a new districtwide emissions reduction target and/or strategy (both of which are to be discussed further on 28 February)
 - 3.4 enhancing Council's climate emergency action plan through future Annual Plan and Long-term Plan processes.¹

TE TUKU HAEPAPA | DELEGATION

- 4 Council has the delegated authority to receive this report.

TAUNAKITANGA | RECOMMENDATIONS

- A. It is recommended that Council:
 - A.1 Note the Climate and Environment Subcommittee received this report on 9 February 2023, provided feedback, and directed for this report to be submitted to Council as a noting paper
 - A.2 Note the Kāpiti Coast District Council Climate Emergency Action Framework
 - A.3 Note the progress on the Kāpiti Coast District Council Climate Emergency Action Plan from 1 July 2022 to 31 December 2022.

TŪĀPAPA | BACKGROUND

- 5 Council adopted the Kāpiti Coast District Council Climate Emergency Action Framework on 29 July 2021, attached as Appendix 1 to this report.

¹ The Climate and Environment Subcommittee meeting also included an update on the Takutai Kāpiti project. For this reason, questions on coastal adaptation and stormwater were addressed in that update.

- 6 On 9 June 2022, Council adopted the special report entitled [*Climate Emergency Action: Delivering on our climate change commitments*](#).²
- 7 The *Climate Emergency Action* report included the following:
- 7.1 a summary of the climate change actions planned for the first three years of the Long-term Plan 2021–41 (LTP)
- 7.2 references to the Council strategies and plans that collectively make up Council's current climate change strategy
- Note: Since 2019, Council has worked to embed climate change across each activity, which means that different aspects of Council's climate change response can be found in the strategies and plans governing each activity respectively.
- 7.3 a summary of the climate change actions completed in the first year of the LTP, from 1 July 2021 to 30 June 2022.
- 8 This update report to Council provides a summary of climate change actions completed since then, from 1 July 2022 to 31 December 2022 (i.e., the first six months of LTP year 2).

HE KŌRERORERO | DISCUSSION

- 9 The vision at the heart of the Climate Emergency Action Framework is a thriving, vibrant and strong Kāpiti that has reduced its carbon footprint significantly, transitioned to a low-carbon future, and is prepared for challenges and opportunities that come from responding to the climate crisis.
- 10 The Framework's primary objective is to establish a common aim and set of principles to embed climate change mitigation, adaptation, sustainability, and resilience planning and implementation across the organisation as part of each Council activity.
- 11 The Framework was finalised following consultation through the LTP and the receipt of very specific feedback from mana whenua, and included feedback Council had consistently received through public consultation for the previous several years.
- 12 Working towards each part of the Framework's vision provides a structure to Council's Climate Emergency Action Plan, as the actions are categorised under climate change mitigation, adaptation, and transition.

Mitigation

- 13 Mitigation refers to the actions we take to reduce greenhouse gas emissions into the atmosphere. These actions help to reduce our carbon footprints and are crucial to slow or reverse the effects of climate change.
- 14 Emissions reduction falls into two broad categories that must be considered by Council – corporate and districtwide.

Corporate

- 15 Council's corporate emissions reduction programme is planned and delivered in accordance with the Kāpiti Coast District Council Carbon and Energy Management Plan.
- Note: an updated plan is currently under development. Council officers have incorporated feedback from Council that was received from earlier briefings in 2022. The next briefing is scheduled for 28 February 2023.
- 16 Council has been CarbonReduce certified since 2012, meaning that Council has committed to measure, manage, and reduce its greenhouse gas emissions and have its annual inventory of emissions independently audited by Toitū Envirocare.

² All elected members are encouraged to read this report as it provides the most recent and complete summary of Council's climate change response.

- 17 Initially in 2010, Council adopted a target of reducing emissions by 80% compared to baseline levels from 2009/10.³ Against that early target, Council has achieved a 77% emissions reduction over the past 10 years (excluding wastewater process emissions). When the estimated emissions from biological wastewater treatment are included, Council has achieved a 64% emissions reduction since the 2009/10 year. This is a significant achievement for which Council has received numerous awards
- 18 To continue the reduction of corporate greenhouse gas emissions, the LTP includes a range of actions that aim to:
- 18.1 Reduce emissions from Council activities
 - 18.2 Sequester greenhouse gases (which means to capture and store them to prevent their release into the atmosphere)
 - 18.3 Identify opportunities for further emissions reduction and/or sequestration opportunities.
- 19 Table 1 in Appendix 2 summarises progress on the current corporate emissions reduction plan (as agreed in the LTP) from 1 July 2022 to 31 December 2022.

Districtwide

- 20 In 2018/19, gross emissions for the Kāpiti Coast District were estimated to be 351,245 tonnes of carbon dioxide equivalent (tCO₂e).⁴ This was 8% of the gross emissions for the Wellington Region.
- 21 Transport (road, rail and air travel) is the biggest source of districtwide emissions, accounting for 57% of total gross emissions. Stationary energy (electricity or gas consumption) is the second largest (17%), followed by agriculture (12%) and waste (9%).
- 22 Council's current approach to districtwide emissions reduction is to focus on the greatest emission sources and/or the areas where Council has the greatest ability to affect change – namely, access and transport, land-use planning, and waste minimisation. Council's commitments to support districtwide emissions reductions in these areas are included in the:
- 22.1 Sustainable Transport Strategy 2021
 - 22.2 Growth Strategy 2022 (Te Tupu Pai | Growing Well)
 - 22.3 Wellington Region Waste Management and Minimisation Plan.
- 23 Council does not have a districtwide emissions reduction target but is currently considering the adoption of one. To gauge community opinion, a short survey (online, in print media, and in libraries and service centres) was undertaken from 19 August to 19 September. Over 600 people responded to the survey, with 64% agreeing that Council should set a districtwide target.⁵
- 24 Council discussed these survey results at a public workshop on 27 September 2022 and requested further analysis be undertaken and reported back to Council in early 2023. A briefing is currently scheduled for 28 February 2023.
- 25 Discussions about a districtwide emissions reduction strategy will not affect the actions that have already been agreed through the LTP. Table 2 in Appendix 2 summarises progress on Council's actions to support districtwide emissions reductions from 1 July 2022 to 31 December 2022.

Adaptation

³ The initial target and plan did not include emissions from the biological wastewater treatment process because the Intergovernmental Panel on Climate Change (IPCC) only advised that these emissions should be included in 2019.

⁴ AECOM, 15 May 2020, Kāpiti Coast District Greenhouse Gas Inventory; and AECOM, 18 May 2020, Wellington Region Greenhouse Gas Inventory.

⁵ For more information, go to [Shifting to a low carbon Kāpiti survey results](#).

- 26 Climate change adaptation is the process of anticipating, planning, and adjusting for the expected impacts of climate change. While the mitigation of greenhouse gas emissions is important to minimise climate change, it is now widely accepted that some effects of a changing climate are inevitable due to emissions that have already occurred.
- 27 Drawing on research undertaken by the National Institute of Water and Atmospheric Research (NIWA), Greater Wellington Regional Council reports that the Kāpiti Coast District is predicted to experience increases in average annual temperatures, rainfall and rainfall intensity (albeit with drought-like conditions at some times), sea level rise, and more severe and frequent storm events. These changes will put the district at increased risk from natural hazard events such as floods, landslides, storm surges, coastal erosion, and inundation.
- 28 Climate change adaptation falls into two broad categories that must be considered by Council – adaptation of Council's services and activities and supporting adaptation in our communities.

Council services and activities

- 29 While climate change adaptation is an important consideration for all of Council's activities and services, some activities are further along in their planning than others. Approaches for specific activities are outlined in the:
- 29.1 Infrastructure Strategy 2021
 - 29.2 Sustainable Water Management Strategy 2002-2052
 - 29.3 Sustainable Transport Strategy 2021
 - 29.4 Open Space Strategy 2022
 - 29.5 Stormwater Management Framework 2022.
- 30 For essential public assets, Council's current approach to adaptation is to maintain and protect. For some assets there are clear legislative obligations to do this (e.g., essential infrastructure and utility services). For other assets, while there might not be a legislative obligation, there may be instances where it could be deemed unreasonable not to protect the asset. This test of reasonableness is measured in terms of the extent and frequency of an asset's failure, the cost of repair, and the asset's criticality. As specialist experts, the asset managers work with design engineers to understand and prepare for the impacts of climate change on the activity, service, or asset.
- 31 While the LTP includes detailed analyses on the impacts of climate change on each activity, along with specific projects and plans to address these impacts, it is important to make a distinction between long-term efforts to build resilience versus immediate emergency works. As an example, repeated storm events over the last year resulted in emergency works at the Otaihangā Transfer Station. Those same storm events also led to an increase in service requests for water ponding on private properties. In some instances, Council's responses could only provide short-term solutions because the long-term solutions (many of which were already included in Council's current stormwater management and upgrade plan) are scheduled to be delivered over 37-years as resourcing can be made available.
- 32 Table 3 in Appendix 2 summarises progress on these adaptation actions from 1 July 2022 to 31 December 2022.

Supporting community adaptation

- 33 Council seeks to support communities and businesses to improve their resilience and sustainability. One of the most significant tools Council has for supporting the community in this area is through the rules that are set in the District Plan.
- 34 In instances where adaptation of our assets might directly impact communities and/or levels of service, Council works with local communities to identify and evaluate a range of feasible options for the long-term management of those assets. At other times, however, climate change adaptation might require a change to land-use rules and regulations. When this

happens, Council works with local communities to develop recommendations for proposed changes to the District Plan.

- 35 These engagement processes are generally undertaken through special projects. Council currently has two such projects underway: Takutai Kāpiti and Stormwater Management.
- 36 Table 4 in Appendix 2 summarises progress on these projects from 1 July 2022 to 31 December 2022.

Transition

- 37 An effective and long-lasting response to climate change requires a transition to a new, low-carbon future that is prepared for climate change impacts.
- 38 Due to Council's obligation "to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future"⁶, Council must support our communities, businesses, and mana whenua partners to make this transition while working to protect and restore the environment at the same time.

Community transition

- 39 Council's work programme to support communities, businesses, and mana whenua partners transition to a low-carbon, climate resilient future continues to evolve in response to feedback about the types of support that are most needed.
- 40 Table 5 in Appendix 2 summarises progress on current projects and initiatives from 1 July 2022 to 31 December 2022.

Environmental protection and restoration

- 41 Council's environmental protection and restoration programmes are often driven by legal obligations and GWRC consenting requirements to ensure that human practices are not harming the environment and/or Council's obligation under the Local Government Act to promote environmental well-being.
- 42 Table 6 in Appendix 2 summarises progress on current projects and initiatives from 1 July 2022 to 31 December 2022.

He take | Issues

- 43 There are no issues to consider in relation to this report.

Ngā kōwhiringa | Options

- 44 There are no options to consider in relation to this report.

Tangata whenua

- 45 Acting on climate change was a key strategic driver in the LTP. Feedback from our iwi partners and the community confirmed ongoing support for a range of climate change initiatives, including corporate and districtwide emissions reduction and actions to support the sustainability and resilience of our environment, assets, and communities.

Panonitanga āhuarangi | Climate change

- 46 This report provides a brief overview of the Kāpiti Coast District Council Climate Emergency Action Framework and summarises recent progress on Council's Climate Emergency Action Plan. This report also identifies Council strategies and plans that collectively make up Council's current climate change strategy (as each one houses different aspects of Council's agreed climate change approach).

⁶ Local Government Act, Section 10(1)(b).

Ahumoni me ngā rawa | Financial and resourcing

47 There are no financial considerations for this report.

Ture me ngā Tūraru | Legal and risk

48 There are no legal considerations for this report.

49 There are no risk considerations for this specific report, but climate change in general poses many risks to Council's activities and services. These risks are discussed through the LTP and the quarterly risk report to the Risk and Assurance Committee.

Ngā pānga ki ngā kaupapa here | Policy impact

50 There are no policy considerations for this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

51 Council uses a range of communication channels to communicate information about climate change, including:

51.1 Digital: Council webpages and social media updates

51.2 Media: updates in local newspapers

51.3 In person: workshops and meetings with individuals or groups.

52 Table 5 in Appendix 2 includes an overview of Council communications on a range of climate change-related issues from 1 July 2022 to 31 December 2022.

Te mahere tūhono | Engagement planning

53 No engagement planning has occurred for the development of this Climate Emergency Action update report.

Whakatairanga | Publicity

54 This Climate Emergency Action update report, as shown in Appendix 2, will be published on the Council website. Council will use its communication channels to raise awareness about climate change in general as well as Council's actions on climate change.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Climate Emergency Action Framework [↗](#)
2. Climate Emergency Actions, 1 July 2022 to 31 December 2022 [↗](#)



Climate Emergency Action Framework

1. Framework Validation

- 1.1 The Kapiti Coast District Council Climate Emergency Action Framework was adopted at a meeting of the Kapiti Coast District Council held on 29 July 2021, after completion of a public consultation process as part of the Long-term Plan 2021–41.

2 Vision

- 2.1 The vision at the heart of the Climate Emergency Action Framework is a thriving, vibrant and strong Kāpiti that has reduced its carbon footprint significantly, transitioned to a low-carbon future, and prepared for challenges and opportunities that come from responding to the climate crisis.

3 Objectives

- 3.1 The Framework's primary objective is to establish a common aim and set of principles to embed considerations of climate change mitigation, adaptation, sustainability and resilience across the organisation.
- 3.2 The Framework will guide Council decision-making to ensure consistent practices, embed sustainability across Council, provide a platform to raise awareness about existing workstreams, and provide a platform to agree plans and priorities for future work.
- 3.3 The objectives and principles proposed in the Framework align with the community outcomes of the Long-term Plan 2021–41 and are based on feedback Council has been receiving from the community for the past several years.
- 3.4 Additional information on Council's current and future climate change-related workstreams will follow the development of this Framework.

4 Principles

- 4.1 Council demonstrates strong and effective leadership on climate change mitigation and adaptation to support Toitū Kāpiti and give effect to the climate change emergency; this includes a commitment to act in the face of uncertainty using the best scientific information available.
- 4.2 Council honours Te Tiriti o Waitangi and its partnership with mana whenua. Ngāti Raukawa ki te Tonga, Ātiawa ki Whakarongotai, and Ngāti Toa Rangatira will be involved as partners in Council's climate change response and any projects that arise from this Framework to ensure a mana enhancing partnership is nurtured throughout.
- 4.3 Council will meet all of its climate change-related statutory obligations.

- 4.4 Decision making is inclusive, transparent, and based on ongoing collaboration and consultation with the wider community, businesses, social service organisations, and key sectors from industry and science.
- 4.5 Decision making will acknowledge the depth of knowledge that Ngāti Raukawa ki te Tonga, Ātiawa ki Whakarongotai, and Ngāti Toa Rangatira hold in terms of climate change and the value of māramatanga (lessons learned through centuries of kaitiakitanga, manaakitanga, and whanaungatanga). Council will draw on this knowledge during the decision-making process to reflect the value of māramatanga and the expertise that mana whenua have in this area.
- 4.6 Decision making will consider:
 - 4.6.1 Best practice guidance and recommendations
 - 4.6.2 Costs and benefits, including broader co-benefits to the four well-beings
 - 4.6.3 Level of risk, particularly if an action is not taken
 - 4.6.4 Urgency of any issues at hand
 - 4.6.5 How effectively a proposed action will address any issues at hand
 - 4.6.6 Avoiding any actions that might worsen inequity or compromise future generations
 - 4.6.7 Promotion of actions that will allow mana whenua to act as kaitiaki, supporting them to create sustainable practices that they can implement within their rohe
 - 4.6.8 Mana whenua advice, community feedback, and potential alignment with neighbouring councils
 - 4.6.9 Long-term effectiveness of proposed actions, regardless of current or future trends or pressures.
- 4.7 Sustainability, resilience, and climate change-related work is integrated and coordinated across Council.
- 4.8 Council takes opportunities to participate in government reforms of national policy and legislation – particularly in relation to climate change mitigation, adaptation and the Resource Management Act (RMA).
- 4.9 Council advocates for policies and programmes that support the Toitū Kāpiti vision, and actively canvasses for funding opportunities.
- 4.10 Council looks for and takes opportunities to lead, facilitate and empower iwi-led and other community-led projects and initiatives that aim to build sustainability, resilience, and green innovation.

Climate Emergency Actions, 1 July 2022 to 31 December 2022

Table 1: Corporate emissions reduction

Action	Status	Comment
Upgrade the aeration blowers at the Paraparaumu Wastewater Treatment Plant for increased energy-efficiency.	Completed	Energy efficiencies are already being noted, but the total reduction in energy/m ³ of wastewater treated will not be confirmed until next year's audit.
Convert our fleet to electric vehicles and hybrids.	Underway	During the 2021-22 financial year, we purchased 2 full EVs and 3 hybrids. In this financial year, we plan to purchase 3 EVs (2 pool vehicles and a new library van) and 1 hybrid.
Seek to achieve further reductions in business operations (for example, procurement, water conservation, waste minimisation and energy efficiency).	Completed	The Properties team has recently converted the heat pump at the Paraparaumu Memorial Hall from gas to electricity.
	Underway	A new Procurement Systems Advisor has started at Council. Promoting ongoing reductions through procurement will become increasingly important to the corporate emissions reduction plan. This will be discussed further at a briefing on Council's Carbon and Energy Management Plan on 28 February.
Reduce emissions from LED streetlights.	Ongoing	Nearly 95% of all streetlights have been converted to LED. Most recently, the lights on Iver Trask Place and Brett Ambler Way were converted. More conversions will take place on the old SH1 once the revocation is complete.
Plant 11 more hectares of trees at the Waikanae Dam.	Underway	Tree planting was delayed in the last financial year due to supply issues, but 1.1 hectares were planted before the end of the year. For this financial year, 3,000 trees are scheduled to be planted in June. Note: planting trees at the Waikanae Dam reduces net emissions through sequestration, while also protecting land and water quality.
Investigate opportunities for further reductions, particularly via solar power.	Underway	Council commissioned two reports in 2021 to explore further reduction and offsetting options, and then two additional reports specifically on solar feasibility were received in October 2022. These results will be discussed on 28 February.
Investigate options to reduce emissions from wastewater treatment.	Underway	Options to further reduce emissions from this activity are in the nascent stages. This issue was covered at the recent Water New Zealand Conference 2022, and the team is now considering next steps.

Research energy usage and emissions from infrastructure construction.	Underway	An independent consultant is currently undertaking a full review of the Paraparaumu Transport Hub Improvement Project's carbon footprint. This will include a range of factors such as energy and materials, embodied carbon, and waste. The findings from this review will inform the planning and implementation of future construction projects.
Investigate opportunities for further sequestration through tree planting on Council-owned land.	Underway	A desktop exercise is currently underway to identify additional Council-owned land that could be used for further sequestration. Once the initial desktop exercise is completed, more detailed analyses on site-specific suitability will be required.
Update Kāpiti Coast District Council Carbon and Energy Management Plan.	Underway	To be discussed on 28 February.
Undertake annual carbon emission inventories with independent audits by Toitū Envirocare.	Completed for the year	On 29 November 2022, Toitū Envirocare verified Council's audit for the 2021/22 financial year.

Table 2: Districtwide emissions reduction

Action	Status	Comment
Encourage active transport (e.g., bike riding or walking) through footpaths, shared paths, on-road cycle lanes, and off-road cycleways that are safe and connected.	Underway	On-road cycle lane renewals (green surfacing and demarcation) are ongoing and Council officers continue to work with Waka Kotahi to provide and promote active transport facilities on the old SH1.
	Completed	Renewed the Wharemauku Pathway connecting Raumati to Coastlands, resurfaced the Waikanae River trail, and led an upgrade of the Te Ara o Whareroa shared path between Paekākāriki and Raumati South with funding from Waka Kotahi.
	Completed	Council has developed a cycling map for the Kāpiti Coast (see here), is currently promoting the February Aotearoa Bike Challenge, and is planning for new cycle stand installations at Paekākāriki Township, the Paraparaumu Transport Hub and outside Council on Rimu Road.
Continue to deliver our transport safety education programme so network users are confident and safe.	Underway	Council delivers a wide range of transport safety programmes. Recent initiatives have included: <ul style="list-style-type: none"> • Pedal Ready at Kapakapanui, Kena Kena, and Raumati South schools, • Be Safe Be Seen, which included the distribution of over 1000 reflective backpack covers, and • the annual School Patrol Parade.

Develop an accessibility strategy.	Planned	Feedback from Council's upcoming series of 'Vision 2050' workshop is required to progress this project further.
Encourage and enable uptake of lower emissions electric vehicles (EVs) by supporting a growing network of charging stations.	Ongoing	Council has granted a licence to Meridian Energy to install 6 charging stations at the Coastlands Aquatic Centre. The Sustainability & Resilience Team is currently working with the Economic Development Team to develop an EV Charging Policy that will align with the Destination Management Plan.
We take every opportunity to advocate to Waka Kotahi, the Ministry of Transport and KiwiRail, and participate in advisory groups to encourage and support the development of a low-carbon transport system.	Completed	On 6 October 2022, Council made a submission to the Transport and Infrastructure Committee on the <i>Inquiry into the future of inter-regional passenger rail in New Zealand</i> .
	Ongoing	The Wellington Transport Alliance (WTA) was established in July 2022. The aim of the WTA is to deliver a safer, more efficient transport system for the region. Council officers attended the first meeting of the WTA late last year. These meetings will continue each quarter. Council officers are regularly in attendance at the Wellington regional meetings for Waka Kotahi's Te Ringa Maimoa Transport Excellence Partnership (formerly known as the Road Efficiency Group). These meetings are two-monthly.
We take every opportunity to advocate to GWRC and participate in regional groups for the development of an improved public transport system.	Completed	On 12 July 2022, Council made a submission to GWRC on the <i>Draft Regional Policy Statement Change 1</i> . On 7 October 2022, Council made another submission to GWRC on the <i>Proposed Change 1 to the Regional Policy Statement</i> . Both submissions advocated for improved public transport in the district.
	Ongoing	Mayor Janet Holborow is the Council representative to the Regional Transport Committee (RTC), which had its first meeting of this triennium on 6 December 2022. Council officers are regularly in attendance at the quarterly GWRC Technical Advisory Group (TAG) meetings.
The Intensification Plan change (Plan Change 2) will enable greater density closer to services and rapid transport hubs in urban areas.	Underway	This plan change is currently in process. Hearings are scheduled for March 2022.
Update urban design guidelines and Land Development Minimum Requirements (LDMR).	Underway	Plan Change 2 introduces new guidelines for medium density buildings in residential zones, and taller buildings in centre zones. The LDMR is also included in Plan Change 2.

Work with communities to develop town centre intensification plans that include a low-carbon focus.	Planned	Feedback from Council's upcoming series of 'Vision 2050' workshops is required to progress this project further.
Develop a monitoring framework to measure how we are delivering on the principles of <i>Te tupu pai</i> .	Planned	Feedback from Council's upcoming series of 'Vision 2050' workshops is required to progress this project further.
Participate in the development of the Wellington Regional Growth Framework: Regional Emissions Reduction Plan.	Underway	The Wellington Regional Leadership Committee has employed a Project Lead and a Core Group has been established. Meetings have started and the Group will meet monthly in 2023. For more information, go to Regional emissions reduction strategy - WRLC .
Waste Education is continuously delivered for schools, communities, and businesses.	Completed	The Zero Waste Education Programme was recently delivered to 133 children at Kapiti Children's Centre, Small Wonders Childcare and Kapiti Primary School.
	Completed	Love Your Compost workshops and market stalls have reached 153 residents in the first 6 months of this financial year. The Love Your Compost campaign is a home composting behaviour change programme targeting residential food scraps and garden waste.
	Completed	A waste free period session was delivered to Kapiti College to support young wāhine to use more reusable menstrual products now and throughout their lives.
Support community-led waste minimisation projects and seed funding for business waste reduction.	Completed for the year	The 2022/23 Waste Levy Grant opened for applications on 6 July 2022. Seven applicants were awarded a total of \$32,824 under the two categories of Community Projects and Business Waste Reduction. More information on the latest recipients can be found online at Waste Levy Grants 2022 recipients .
Require and support zero waste events.	Ongoing	The Kāpiti Food Fair 2022 (with over 10,000 visitors on 3 December 2022) was a zero-waste event. 13 other events were supported with bookable waste resources, advice on event management and the development of waste minimisation plans, and post-event waste analyses.
The Otaihanga Resource Recovery Facility and the Ōtaki Resource Recovery Centre provide recovery, recycling, and disposal services through lease to operate agreements.	Ongoing	The number of visitors to the recycling area at Otaihanga averages 110 people per day. On average, each visitor disposes of around 23kg of recyclables.

A new community-led Zero Waste Hub (resource recovery centre) is being established, with an initial focus on construction and demolition as these are large sources of waste.	Underway	A 3-year waste levy grant was approved by Council on 8 Dec 2022 to the Sustainability Trust to support the operation of this community recycling centre, conditional upon the operator entering into a lease agreement for the site.
New bylaw requirements are in force, requiring waste minimisation for multi-unit developments and large events.	Ongoing	The Development Control and Resource Consent Teams are working with the Waste Management and Minimisation Team to process new consent applications. An online, waste calculator tool to help applicants develop waste management and minimisation plans is currently under development. The Zero Waste Hub will provide an important resource for the diversion of construction waste.

Table 3: Adapting Council services and activities

Action	Status	Comment
Water supply		
Support water conservation and storage.	Ongoing	A new Water Conservation and Tradewaste Officer was hired in December 2022. Districtwide gross per capita usage remains around 300 l/p/d, about 30% below the 2013/14 pre water metering average.
Undertake an ongoing water supply leak detection programme, targeting areas with trends of increasing water usage.	Ongoing	In November and December 2022, leak detection was carried out across Ōtaki Central, Ōtaki Beach and the Waitohu Plain. This information will instigate repairs and inform renewals. Other water zones will be scheduled for acoustic leak detection dependant on contractor availability.
Assess the condition and performance of water supply networks and specific sites and procure expert planning advice.	Planned	Condition assessments of water supply pump stations and above ground bridge crossings to be carried out this year.
Several major projects are planned to improve water supply capacity, reliability and resilience. Examples include the new clarifier at the Waikanae Water Treatment Plant, searching for new water sources (bores) in Ōtaki, and investigating new reservoir sites in Ōtaki.	Underway / Planned	With co-funding from Kainga Ora (Infrastructure Acceleration Fund), funds have been allocated for a land purchase to site a 5.5 million litre reservoir in Ōtaki to serve Ōtaki Central and Ōtaki Beach. New pipes will also be constructed in Ōtaki Central and Ōtaki Beach. The design is in progress for the new reservoir and pipework. Construction is commencing this year at the Waikanae Water Treatment Plant (WTP) on a new clarifier, rapid mix tank, chemical plant upgrades and equipment renewals. Additional work is planned this year at the Tasman Road WTP, the Rangiora WTP and the Hautere WTP.

Implement a range of planned actions at each water supply site to improve water treatment, storage, and structural integrity.	Underway	Inspections and safety checks have been undertaken on the roof sealing at the Waitohu, Waikanae, and Otaihangā water reservoirs.
Undertake a range of planned water supply renewals across the district, mainly to pipes, pump stations and storage facilities.	Underway	Replacement of existing water pipes on Te Moana Road, Waikanae and in Paekākāriki is currently in process.
Plant 11 more hectares of trees at the Waikanae Dam to protect land and water quality.	Underway	See Table 1 for this action update as this tree planting also helps to sequester carbon.
Remove gravel at the Waikanae water supply intake. Gravel removal will reduce blockages in the network, particularly during large storm events.	Underway	Planning is currently in process.
At the consenting stage, advise on new developments to ensure new water supply infrastructure aligns with national, regional, and local standards.	Ongoing	No further comment.
Wastewater		
Capacity studies, condition assessments and performance assessments identify urgent issues and inform activity plans for the wastewater activity.	Underway	CCTV studies have been undertaken to identify weak points in the network that could be susceptible to leakage. Approximately 30% of the Ōtaki wastewater network has been assessed. Further assessment of the Paraparaumu wastewater and stormwater networks is about to commence.
Educate people on wastewater conservation to minimise demands on the wastewater network, making it easier to accommodate new demands from climate change and growth.	Ongoing	A new Water Conservation and Tradewaste Officer was hired in December 2022.
We have planned a range of wastewater network renewals and builds across the district. For example, we have allocated \$6.5 million for upgrades at both of our wastewater treatment plants and \$3.6 million for other upgrades to the network. The range of projects will improve storage and treatment processes in wet weather and minimise inflows and overflows across the network.	Underway / Planned	<p>The Ōtaki Wastewater Treatment Plant (WWTP) oxidation pond desludging has been completed. Installation of an aeration pond inflow bypass pipe has also been completed, enabling de-gritting of the aeration pond (planned for Feb 2023). This work, plus the inlet screen renewal, will restore the aeration pond design capacity. These projects will help improve the wastewater treatment and effluent discharge quality.</p> <p>The re-lining of the stormwater overflow pond at the Waikanae terminal pump station and Paraparaumu WWTP is currently in process. A GWRC resource consent is required before the tendering, which is planned for Feb 2023. The proposed work at the Waikanae WTP is for upsizing the current 25,000 m³ sewer overflow pond to 40,000 m³ and line it with impervious High Density Polyethylene (HDPE) liner.</p>

Monitor existing septic tank maintenance and minimise illegal septic tank connections to reduce infiltration to the wastewater network.	Ongoing	No further comment.
<i>Stormwater and coastal assets</i>		
Undertake regular stormwater drain inspections and maintenance (at a cost of about \$700,000 per year).	Underway	As part of our urban stormwater drain network is open waterways (approximately 40km), we recently completed 22.5km of open drain / stream cleaning (gravel extraction, machine and hand cleaning).
	Completed	Emergency works at the Ngarara Stream to mitigate risks associated with Council owned wastewater infrastructure was completed.
Inspect assets on private properties and educate landowners about how to maintain retention ponds and soak pits on their properties.	Underway	<p>Asset inspections on private properties is a 4-stage project:</p> <ol style="list-style-type: none"> 1. Inspecting 280 privately owned ponds in subdivisions – <i>Completed</i> 2. Inspecting down pipes – 98% completed 3. Inspecting soak pits – Not started yet 4. Inspecting retention ponds – Not started yet <p>The education programme will include learnings from the inspections, so the programme is being developed as each stage of the inspection is completed.</p>
The proposed combination of <u>major and minor renewals</u> on the stormwater network will increase the network's ability to manage surface water runoff.	Underway / Planned	<p>Minor stormwater capital renewals have recently been completed in 8 locations across the district, while two major asset renewal projects (at Paraparaumu catchments 3 and 4) are in progress.</p> <p>Other projects are currently in the design stage, the tender stage, or about to commence.</p>
The proposed combination of <u>new assets and upgrades</u> to the stormwater network will increase the network's ability to manage surface water runoff.	Underway / Planned	<p>Upgrades at Riwai Street (Stage 2) have recently been completed, while upgrades at Matene Matai and Rauparaha Street are currently in progress.</p> <p>Other projects are currently in the design stage, the tender stage, or about to commence. For example, upgrades at Jeep Road, Clunie Ave, Kainui Road, and Amohia Catchment Stage 1 are about to commence.</p>
Advise on the maintenance of access and transport stormwater infrastructure. Roads act as secondary flow paths and are important for the stormwater network. Sump cleaning and replacement will increase the network's ability to manage surface water runoff.	Ongoing	<p>The roading and stormwater teams are jointly carrying out the following projects:</p> <ul style="list-style-type: none"> • Districtwide sump inspections • Sump upgrades • Sump lead inspections and renewals, which include up-sizing as required.

Manage stormwater inflow and infiltration through down pipes, manholes and pipe networks to ensure the district's wastewater activity continues to be resilient. Investigations to identify inflow and infiltration sources, coupled with maintenance of pipes and manholes, will minimise infiltration into the wastewater network. This includes instances of stormwater infiltration into the wastewater network on private properties.	Underway	<p>Visual inspections were carried out across the district's 34 stormwater catchments. From these inspections, stormwater inflow into the wastewater network was identified in nearly 400 locations.</p> <p>Smoke testing was then carried out in 5 of the stormwater catchments. This testing identified ~20% more direct inflow sites than the visual inspections.</p> <p>Smoke testing is planned for the remaining 29 catchments and a plan has been developed to carry out improvement works in the initial 5 catchments to reduce the stormwater inflow to wastewater network.</p>
Explore the development of a new bylaw to mandate certain practices on private properties.	Planned	Bylaw developed has not yet commenced.
Advocate to GWRC for improved flood protection in the rivers and streams under their jurisdiction under the Kāpiti Coast Watercourses Agreement.	Ongoing	No further comment.
During significant rainfall events, parks and open spaces provide storage for stormwater until the stormwater network can manage the runoff.	Ongoing	No further comment.
Raumati seawall	Underway	The 3.1 km Raumati seawall has exceeded its design life. This project is currently in the detailed design stage.
Wharemauku block wall	Underway	A permanent solution has been identified and discussions have taken place with affected property owners. Discussions are starting with GWRC because a resource consent is required.
Paekākāriki seawall	Underway	A tender process has been undertaken for Stage 1 of the project, with the tender to be awarded soon.
Access and transport		
Construction and maintenance projects provide opportunities for climate change adaptation. We have planned a range of improvements to increase the transport network's resilience. Some of these, such as converting low-volume sumps and culverts to higher capacity, will help manage surface water runoff.	Ongoing	<p>There have been 45 sumps reconstructed since July 2021 to improve functionality of waterflow in high rainfall events.</p> <p>Culverts on the Akatarawa Road have been condition assessed with cameras to identify at high-risk assets and these are being programmed for replacement over the next 2-3 years. There have been 3 culverts replaced on this route so far.</p>

Research the durability of construction methods and materials, particularly in relation to more extreme rainfall events and rising groundwater.	Underway	Council commissioned a preliminary paper on material durability from external technical experts. Council officers are now considering how the findings will be incorporated into future project builds.
Look for opportunities to build resilience. As the expressways are built through the district, we are working alongside Waka Kotahi to increase resilience, for example by strengthening bridges and building secondary access routes.	Ongoing	<p>The Mackays to Peka Peka Revocation project is near completion, providing an upgrade for local traffic on the old SH route. Handover to Council is expected in mid-2023.</p> <p>Council has commenced discussions with Waka Kotahi on the Peka Peka to Ōtaki Revocation project, which is to prepare the old SH to be handed over to Council for local road use. This includes the Te Horo straights and Ōtaki township.</p> <p>These two revocation projects provide a key second north to south route through the majority of our district.</p>
Waste minimisation		
Maintain and renew existing infrastructure for waste minimisation and disposal services. Asset management planning considers projected climate change impacts, particularly high winds and site flooding.	Ongoing	Capital works are planned for February to the Otaihangā Resource Recovery Facility stormwater pond to prevent (further) future flooding of the site during severe rain events.
Undertake community liaison and work with operators to manage impacts from green waste diversion. We work with operators to support operational innovations to manage off-site odour issues due to increased temperatures and high winds.	Ongoing	<p>Council and Composting NZ continue to hold regular meetings with local residents to discuss off-site odour issues at the Composting NZ Otaihangā garden waste drop-off site.</p> <p>Composting NZ is currently trialling a new odour suppressant (EM).</p>
Regional		
Participate in the development of the Wellington Regional Growth Framework: Wellington Region Climate Change Impact Assessment (WRCCIA) - Phase 1 of the Regional Adaptation Plan.	Underway	<p>The current focus of the project is working with mana whenua from across the Wellington region to ensure iwi participation in the WRCCIA.</p> <p>A series of workshops started last year to identify climate change impacts across a range of domains: natural ecosystems, physical assets and infrastructure, the economy, and society (including health, safety and well-being, and cultural life and identity). From the 1st week of February, workshops are covering governance, transition risks, and cascading risks. A wide range of participants are invited.</p> <p>For more information, see Regional approach to climate change impacts assessment - WRLC.</p>

Table 4: Supporting community adaptation

Action	Status	Comment
We are working with our iwi partners and technical experts to develop a new Stormwater Management Framework.	Underway	<p>Council adopted the Stormwater Management Framework (SMF) vision, values, and outcomes on 28 July 2022. Council sought submissions from the community before it was adopted by Council.</p> <p>Council is now:</p> <ul style="list-style-type: none"> working with our iwi partners and technical experts to develop a Schedule N Stormwater Management Strategy as a requirement of the GWRC proposed Natural Resources Plan applying to GWRC for a Global Stormwater Discharge Consent. Council will be asking that this application be publicly notified to ensure the public is able to engage with this process as the application seeks to set our community stormwater discharge quality requirements for the next 35 years. <p>More information on the SMF can be found here.</p>
We are updating our flood models, and these will include the most recent climate change predictions and rising groundwater levels.	Underway	This work is progressing well.
The Takutai Kāpiti project team and technical advisory group, alongside the Coastal Advisory Panel (made up of iwi, community, and key stakeholders) will develop coastal adaptation recommendations. to guide how we build our sustainability and resilience to rising sea levels and coastal erosion.	Underway	The Coastal Advisory Panel is currently engaging with communities on the coast to get their views on adaptation. Two community engagement meetings were held in Aug and Sept for the 'Northern Adaptation Area', which covers the coast from Ōtaki to Te Horo and Peka Peka. Elected Members will be provided with more information at another date. More information on Takutai Kāpiti can be found here .
Coastal hazard assessment(s)	Underway	The Kāpiti Coast Coastal Hazards Susceptibility and Vulnerability Assessment has been completed. Further assessments are currently in process.

Table 5: Supporting community transition

Action	Status	Comment
Individuals and communities		
We provide an extensive waste minimisation education programme.	Ongoing	See Table 2 for this update as waste minimisation is also important for emissions reduction.

We are working with the Wairarapa councils to provide a Home Health Kit through our local libraries.	Underway	The Accessibility Advisory Committee has trialled the Home Health Kits. The feedback is being incorporated so the kits can be made available through our public libraries.																																										
We promote climate change sustainability and resilience to Council staff and are now starting a wider public campaign in year 2 of the Long-term Plan.	Ongoing	A new Sustainability Advisor Communities joined the Sustainability & Resilience Team in December 2022. The first focus will be on developing Council's new Climate Sustainability Fund and working with businesses.																																										
Our annual No 8 Wire programme offers free and affordable events to encourage community resilience, DIY resourcefulness and environmental responsibility through fun, hands-on events and workshops.	Underway / Planned	Council's No 8 Wire programme is spread throughout each year. Recently, Council supported the community-led Raumati South and Ōtaki Repair Cafes. The first Waikanae Walk-in-Wardrobe for 2023 will be in early February.																																										
We support Neighbours Day, an annual event designed to strengthen our communities and make them healthier, safer, and more resilient.	Planned	Neighbours Day is held in March every year. The Connected Communities Team is currently preparing for the March 2023 Neighbours Day events.																																										
To design programmes that meet the needs of our communities, we regularly meet with a range of advisory groups (for example, the Youth Council, Older Persons' Council and Accessibility Advisory Committee).	Ongoing	Most recently, the Accessibility Advisory Committee provided input into the development of the Home Health Kits and the Youth Council has provided feedback on climate change priorities for young people and held an Enviro Youth Summit.																																										
We offer a range of grants to support initiatives aimed at building local community and not-for-profit social service agencies.	Ongoing	<p>Nine Kāpiti initiatives were selected as recipients of the 2022-25 Social Investment Fund, aimed at building safe and connected Kāpiti communities and lifting social sector capability. More information can be found here.</p> <p>Council also provided a grant to Enviro Schools, which is a regional collaboration all working together for a more sustainable future.</p>																																										
Educating people in our district about emissions reductions and the projected impacts of climate change.	Ongoing	<p>Climate change is a high priority issue given considerable profile by our communications team. Council uses a range of channels (e.g., media releases, local newspapers and radio, Everything Kapiti newsletter, social media, Antenno, our website) to communicate information about climate change issues. From 1 July to 31 December 2022, some of the topics covered each month included:</p> <table><tr><th></th><th>July</th><th>Aug</th><th>Sep</th><th>Oct</th><th>Nov</th><th>Dec</th></tr><tr><td>climate action plan</td><td></td><td>X</td><td></td><td></td><td>X</td><td></td></tr><tr><td>emissions reduction</td><td>X</td><td>X</td><td>X</td><td></td><td>X</td><td></td></tr><tr><td>coastal adaptation</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr><tr><td>storms and landslips</td><td>X</td><td>X</td><td></td><td></td><td>X</td><td>X</td></tr><tr><td>enviro protection</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>		July	Aug	Sep	Oct	Nov	Dec	climate action plan		X			X		emissions reduction	X	X	X		X		coastal adaptation	X	X	X	X	X	X	storms and landslips	X	X			X	X	enviro protection	X	X	X	X	X	X
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Educating businesses about emissions reductions and the projected impacts of climate change.	Ongoing	A new Sustainability Advisor Communities joined the Sustainability & Resilience Team in December 2022. The first focus will be on developing Council's new Climate Sustainability Fund and working with businesses.																																																								
Pakihi Toitū o Kāpiti, the Sustainable Business Network, is a local network and online resource to support businesses on their sustainability journey.	Ongoing	<p>Pakihi Toitū o Kāpiti started in July 2022. Over 50 businesses have enrolled in the network to date, many of which have since drafted and published sustainability policies and plans.</p> <p>An online website supports the network. It includes:</p> <ul style="list-style-type: none">• Regular articles discussing sustainability issues and opportunities from a local business perspective.• Case studies showcasing local businesses undertaking amazing work to decrease their footprints.• Guidance and resources for businesses that are just starting their sustainability journey.																																																								
Sustainable Economic Development	Ongoing	Council, in partnership with the Economic Development Kotahitanga Board and other key stakeholders, continues to look for opportunities to build the sustainable food and beverage sector.																																																								
Mana whenua partners																																																										
Provide mana whenua with resources and infrastructure to enable and support emissions reductions, low-carbon living and climate change adaptation.	Ongoing	The Sustainability and Resilience Team reached out to mana whenua to discuss the release of the Climate Emergency Action report and learn if there was any further climate change work that mana whenua wanted to see undertaken. Presently, the primary interest areas are those in which mana whenua are already active (e.g., stormwater management, environmental monitoring, resource consents for water, wastewater, and waste minimisation projects, etc).																																																								

We partner with mana whenua to design and implement key projects.	Ongoing	<p>There are a number of current projects with mana whenua involvement, including but not limited to:</p> <ul style="list-style-type: none"> • The development of a new Stormwater Management Framework and the Schedule N Stormwater Management Strategy • The development and implementation of cultural monitoring frameworks to measure environmental quality • Providing advice on consenting conditions for water, wastewater, stormwater, solid waste activities, and special infrastructure projects.
We offer marae maintenance and development grants, which are often used to undertake sustainability and resilience initiatives.	Ongoing	No further comment.

Table 6: Supporting the environment

Action	Status	Comment
<i>Environmental protection</i>		
Our environmental monitoring programme (which includes a large cultural monitoring component designed with our iwi partners) measures environmental health and informs activity plans.	Ongoing	<p>We recently submitted a leachate management plan to GWRC for the old landfill site in Otaihanaga, which includes a wetland restoration project. Part of the wetland restoration project may be achieved by capping the old-decommissioned-sludge-beds at the north and north-eastern corner of the site, using the excavated material from the Paraparaumu Wastewater Treatment Plant (WWTP) pond upgrade work.</p> <p>The investigation for the rise in phosphate in few monitoring bores at the Ōtaki WWTP is in progress.</p>
We have ongoing mitigation plans guiding the delivery of the River Recharge Scheme until 2030.	Ongoing	No further comment.
We are currently renewing some of our water supply consents, such as the one for water abstraction.	Underway	No further comment.

We are renewing our discharge consents for the Paraparaumu Wastewater Treatment Plant as they expired in March 2022. The application is accompanied by an assessment of environmental effects and improvement plans.	Underway	The resource consent application was submitted to GWRC in December 2021 for a 15-year consent. GWRC had 105 queries on the consent (under s92), and we have now responded to 104 of the queries. Council is currently working with NIWA on the question(s) by GWRC / ESR for QMRA (quantitative microbiological assessment). The 15-year consent is exploring a BPO (best practical option) sustainable solution for the Paraparaumu WWTP, in partnership with mana whenua.
The new 20-year resource consent for the Ōtaki Wastewater Treatment Plant was issued by GWRC in October 2016. In accordance with the consent, we worked with iwi to prepare and implement an environmental protection and restoration plan.	Underway	To meet iwi aspirations, the first stage of manuka tree planting along the downstream of the Land Disposal Treatment Area (LDTA) areas has been completed. More manuka trees are to be planted in July-Aug 2023 (being the ideal time for planting) as some of the previously planted ones did not survive.
Participate in the development of Integrated Catchment Management Plans through Greater Wellington Regional Council's Whaitua process.	Underway	Councillor Jocelyn Prvanov is the Council representative to the Whaitua Kāpiti Committee. The Committee has been established and is in the initial stages.
The 2019 Trade Waste Bylaw is the main instrument to manage commercial and industrial wastewater discharges to minimise risks to humans and the environment.	Ongoing	No further comment.
<i>Environmental restoration</i>		
Our Parks and Open Spaces team has an extensive programme working with Greater Wellington Regional Council and volunteer groups to carry out planting across the district.	Ongoing	Nearly 19,500 native plants were planted by Council staff and volunteers in the last six months. Additional planting takes place with most of our stormwater projects as it is usually required as part of the resource consents.
The Parks and Open Spaces team delivers a range of educational programmes to promote biodiversity, environmental protection, and environmental restoration in the district.	Ongoing	Council provides ongoing labour and technical support for ~30 community conservation groups.
The Parks and Open Spaces team works with Greater Wellington Regional Council to support pest control in the district.	Ongoing	GWRC is contracted to provide animal pest and ecological weed control services throughout Council owned Key Native Ecosystem sites. We also contract GWRC for additional rabbit control through the other parks and reserves that are not covered by this programme.

<p>There are a range of planting projects in the Three Waters activities. These projects benefit carbon sequestration and environmental restoration.</p>	<p>Ongoing</p>	<p>In addition to the tree planting at the Waikanae Dam (as discussed in Table 1), Council is undertaking pest and weed control on 18 hectares of recently harvested pine trees at the site where there is now strong native plant regrowth.</p> <p>Council is also undertaking pest and weed control at the 8 hectares of recently harvested pine and gum trees at the Waikanae WTP, where there is also strong native plant regrowth.</p> <p>To meet iwi aspirations, some manuka planting has already occurred downstream of the Ōtaki WWTP's Land Disposal Treatment Area (LDTA), and more is planned for later this year.</p> <p>Additional riparian planting is scheduled, pending guidance and approval from mana whenua partners.</p>
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10.3 KEEPING OF ANIMALS, BEES & POULTRY BYLAW 2021 AND DOG CONTROL BYLAW 2019 - MINOR AND TECHNICAL CHANGES

Kaituhi | Author: **Lesley Olsson, Policy Advisor**

Kaiwhakamana | Authoriser: **Kris Pervan, Group Manager Strategy & Growth**

TE PŪTAKE | PURPOSE

- 1 This paper seeks Council approval of minor and technical changes to the Keeping of Animals, Bees & Poultry Bylaw 2021 and Dog Control Bylaw 2019.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 This paper seeks Council approval of minor and technical changes to 1) the Keeping of Animals, Bees & Poultry Bylaw 2021 to amend a definition so it aligns with the Operative Kāpiti Coast District Plan 2021 regulations; and 2) the Dog Control Bylaw 2019 to correct inaccuracies including updating dog access maps to provide clarity.

TE TUKU HAEPAPA | DELEGATION

- 3 Under section A.2 of the *2022-2025 Triennium Governance Structure and Delegations*, the Council has the sole responsibility for adopting or amending a bylaw.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council approve the list of amendments to the Keeping of Animals, Bees & Poultry Bylaw 2021 and Dog Control Bylaw 2019 as specified in Attachments 1 and 2 to this report.

TŪĀPAPA | BACKGROUND

- 4 As outlined in the legal section of this report, a local authority may make minor changes or corrections to a bylaw by resolution. Legal Counsel advise that there is no obligation to consult the community using the special consultative procedure on these minor and technical changes.
- 5 There are two Bylaws where Council staff propose there is a need to progress minor/technical amendments on this basis:
 - 5.1 The need to re-clarify 'urban' areas covered by the Keeping of Animals, Bees & Poultry Bylaw (2021) due to changes introduced by the National Planning Standards, which means there is an unexpected gap in coverage. This is discussed in more detail in paras 6 to 8 below.
 - 5.2 The need to align changes to the Dog Control Bylaw (2019) Schedules, adopted by Council in 2019, to the information outlined in the corresponding Bylaw maps given improvements to the GIS mapping system. This is discussed in more detail paras 9 to 14 below.

Keeping of Animals, Bees & Poultry Bylaw 2021

- 6 A review of the Keeping of Animals, Bees & Poultry Bylaw 2010 was undertaken in 2020/21 and following public consultation, Council adopted the Keeping of Animals, Bees & Poultry Bylaw 2021 (KOA) on 30 September 2021.
- 7 Since the adoption of the bylaw, the District Planning (DP) team identified that due to National Planning Standards changes, the Ngarara and Waikanae North Development Areas zoned in the Operative Kāpiti Coast District Plan 2021 are not covered under the current KOA bylaw definition for "Urban Area".

- 8 To resolve this gap, a revised definition of “Urban Area” has been developed by Council operations to provide a more defined scope for the areas that the rules around the keeping of animals etc. cover now and any other development areas in future.

Dog Control Bylaw 2019

- 9 Under the Dog Control Act 1996, every territorial authority (TA) must adopt a policy in respect of dogs in the district. To give effect to the policy, the TA must also make the necessary bylaws. A review of our 2008 bylaw and 2009 policy was undertaken in 2018 and following public consultation, Council adopted the Dog Control Policy 2019 and Dog Control Bylaw 2019 (the bylaw) on 14 March 2019, which then came into force on the same date.
- 10 Since adoption of the bylaw, one amendment has been made which was approved by Council on 13 June 2019. To fix an error and ensure consistency, the amendment removed “Waikanae Estuary Scientific Reserve” (WESR) from the sensitive site (dog on-leash area) list in Schedule Two of the bylaw. WESR is not subject to the bylaw as it is under the jurisdiction of the Department of Conservation (DOC).
- 11 Despite removal of WESR from Schedule Two of the bylaw, the associated bylaw maps do not clearly indicate that WESR is under the jurisdiction of DOC nor accurately depict the extent of its boundaries. This has caused issues on the ground for DOC, WESR care group volunteers and Council’s Public Space and Animal Management Officers (PSAMO), in educating dog walkers around access in this area, particularly the foreshore. As a result, an amendment to two of the current bylaw maps showing WESR is required.
- 12 When the bylaw maps were developed as part of the 2018 review, it was deemed not practical to show on them every on-leash/off-leash area in the district as outlined in the schedules. This would have made them very difficult to read and interpret. Instead, the maps highlight through use of the legend, the most significant areas where key messaging around dog access is required. The remainder of explanation around general rules with regards to dog access sits within the written schedules. Since adoption of the bylaw, PSAMO have identified areas currently listed in the schedules but not highlighted on the maps, that should be highlighted on the maps. This will help enable education on dog access requirements at these sites. Therefore, changes are suggested to some maps on this basis.
- 13 Since the adoption of the bylaw, Council’s GIS system has been upgraded, therefore given the need to amend some map details, it makes practical sense to update all the bylaw maps to match the current GIS look. This will provide consistency with the publicly accessible online GIS maps. This includes legend colours that differ to the current maps. The new colours will provide more clarity and reduce confusion with regards to the two shades of yellow currently used for on-leash and general open space areas, for example. The proposed updated maps replicate the same information in the current bylaw maps and incorporate the proposed amendment changes.
- 14 A scan of the bylaw at this time has led to some further suggested changes to correct spelling or minor inaccuracies.

HE KŌRERORERO | DISCUSSION

Keeping of Animals, Bees & Poultry Bylaw 2021

- 15 As outlined in the background section, the definition for “Urban Area” needs to be updated to be consistent with the Operative District Plan and cover development areas. It is proposed the definition for “Urban Area” in the KOA bylaw reads:

Urban Area means any part of the District zoned for general residential, industrial, or commercial and mixed use zone in the Kapiti Coast District Plan. It also includes any Development Areas defined in the Plan.

(Refer Attachment 1 for tracked changes).

Dog Control Bylaw 2019

- 16 The following minor and technical changes have been identified as being required and/or suggested at this time. These should be read in conjunction with Attachment 2 which includes a summary table of the changes and shows tracked changes to the current bylaw and updated maps. The below are explanatory notes for why the amendments should be made.
- 16.1 Correct section 1.2 (d) of the bylaw by removing “owned and” as GWRC does not own the land (DOC does), they control and manage it under the Reserves Act 1977.
 - 16.2 In Schedule One – No Dog Areas, remove 1. f) “Ōtaki Domain” and 1. g) “The playing field at Haruātai Park, Ōtaki”. These do not need to be listed separately as they both fall under the category of section 1. h) “All sports grounds under Council’s control...”.
 - 16.3 In Schedule One – No Dog Areas, section 1. l) add “and Transmission Gully.” to reflect this is a no dog area like the Kapiti Expressway. This road has opened since the bylaw was adopted.
 - 16.4 Amend the numbering in Schedule One – No Dog Areas to reflect the removal of section 1. f) and g).
 - 16.5 Remove *Map 1: Beach hours* as this is not easy to read and interpret with the whole district on one page. This information is already incorporated into the individual access area maps and will be more clearly indicated in the updated maps.
 - 16.6 To highlight and enable better communication of the rule that the district’s cemeteries are on-leash, on all relevant maps, add the on-leash legend colour.
 - 16.7 To correctly show the dog on-leash and off-leash areas south of the Otaki River, amend *Map 2: Otaki Dog Access Areas* to exclude the privately-owned land currently included.
 - 16.8 To correctly show the boundaries of the WESR, extend the boundary to cover the foreshore (currently incorrectly showing as yellow/on leash) in *Map 4: Waikanae Dog Access Areas* and *Map 5: Paraparaumu Dog Access Areas*. Furthermore, in the map legend, to clarify this is under DOC jurisdiction, add “DOC regulations apply” after *Waikanae Estuary Scientific Reserve*. Also adding the word “Estuary” here more clearly defines the site.
 - 16.9 To highlight and enable better communication of the rule that the Mazengarb drain and Eatwell drain walkways are on-leash, on *Map 5: Paraparaumu Dog Access Areas*, add the on-leash legend colour to these areas.
 - 16.10 Correct the error of the Kenakena school field showing as a Council sports field on *Map 5: Paraparaumu Dog Access Areas*, by removing the legend shading in this area (and for the small neighbouring reserve). School grounds are not under the jurisdiction of the bylaw.
 - 16.11 To highlight that Maclean Park Recreation Reserve is a no dog area (except for on-leash along footpaths), mark the reserve as a no dog area with on-leash restricted for walkways, on *Map 5: Paraparaumu Dog Access Areas*. This will provide clarity as to where dogs are permitted to go in this area and will be consistent with Otaihanga Domain for example, which clearly shows permissible on-leash access through this no dog reserve.
 - 16.12 For ease of reading, enlarge *Map 5: Paraparaumu Dog Access Areas* by removing the areas north of the Waikanae River from this map – these are included in *Map 4: Waikanae Dog Access Areas*.
 - 16.13 To highlight and enable better communication of the rule that the Wharemauku Stream walkway and Airport walkway are on-leash, on *Map 6: Raumati Dog Access Areas*, add the on-leash legend colour for these walkways.
 - 16.14 To correctly indicate that Kāpiti Coast District Council controls and manages the south-east corner of Queen Elizabeth Park (known as Tilley Road Reserve), mark and

highlight this as on-leash on *Map 7: Paekākāriki Dog Access Areas*. This will clearly differentiate it from the rest of Queen Elizabeth Park which is under Greater Wellington Regional Council (GWRC) jurisdiction.

- 16.15 In the map legend of *Map 7: Paekākāriki Dog Access Areas*, add “GWRC regulations apply” after Queen Elizabeth Park to clarify it is under GWRC jurisdiction.
- 16.16 With the removal of Map 1, amend the remaining map numbering in sequence and change the reference to map numbers under Schedule Four – Beach Areas section 1. and 2. from “See Maps 1-7” to “See Maps 1-6”.
- 16.17 Correct the following grammatical errors:
 - 16.17.1 Under the definition for Leash or Lead remove the additional “and” on the last line.
 - 16.17.2 In section 7.3 (a), change the spelling from “1 meter” to “1 metre”.
 - 16.17.3 In section 8.5, spell out “DCA 1996” to read “Dog Control Act 1996” for consistency and clarity.
 - 16.17.4 In section 13.4 and 13.6 change “Waikanae Scientific Estuary”, and in section 1.2 (c) change “Waikanae Scientific Reserve”, to “Waikanae Estuary Scientific Reserve” for consistency and accuracy.
 - 16.17.5 In Schedule One – No Dog Areas, section 1. a) and Schedule Two – Dog On-Leash Areas section 3. b) – correct the spelling of “MacLean Park” to “Maclean Park”.
 - 16.17.6 In Schedule One – No Dog Areas, section 1. e), correct the spelling of “meters” to “metres”.
 - 16.17.7 In Schedule Two – Dog On-Leash Areas section 1. j), correct the spelling of “Crystals Bend” to “Chrystalls Bend”.
- 17 Following resolution, each bylaw will have a line added to the validation section noting the date the amendment(s) were approved by Council and a summary table added of the bylaw review history for administrative purposes. The contents page numbering will also be updated as required.

He take | Issues

- 18 The issues with the current KOA and Dog Control bylaws are outlined in the Background and Discussion sections of this report. By making the proposed minor and technical changes to both bylaws, the issues identified and discussed will be resolved.

Ngā kōwhiringa | Options

- 19 This report seeks Council’s approval to make the proposed amendments as outlined in Attachment 1 and 2 to this report.

Tangata whenua

- 20 There are no implications for iwi arising from this report.

Panonitanga āhuarangi | Climate change

- 21 There are no climate change considerations arising from this report.

Ahumoni me ngā rawa | Financial and resourcing

- 22 There are no financial implications arising from this report.

Ture me ngā Tūraru | Legal and risk

- 23 According to Section 156(2) of the Local Government Act:
A local authority may, by resolution publicly notified, -
(a) make minor changes to, or correct errors in, a bylaw, but only if the changes or corrections do not affect-
(i) an existing right, interest, title, immunity, or duty of any person to whom the bylaw applies; or
(ii) an existing status or capacity of any person to whom the bylaw applies
- 24 A special consultative procedure is not considered necessary for these amendments. Legal Counsel has considered the proposed amendments and deemed that the changes can be made by a publicly notified Council resolution.

Ngā pānga ki ngā kaupapa here | Policy impact

- 25 There are no policy implications arising from this report. The Dog Control Policy 2019 which the Dog Control Bylaw gives effect to is not impacted by the proposed changes.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 26 There is no requirement to consult on this matter under section 156(2) of the Local Government Act 2002 as the amendments are considered minor changes and corrections that do not affect those that the bylaw applies to.
- 27 The proposed amendments to both bylaws have a low level of significance under Council's Significance and Engagement Policy.

Te mahere tūhono | Engagement planning

- 28 Engagement with regards to the updated Dog Control Bylaw maps is outlined in the following Publicity section. No other engagement is planned.

Whakatairanga | Publicity

- 29 The updated bylaws will be uploaded to the Council website "Bylaws" webpage.
- 30 Once approved the updated Dog Control Bylaw maps will be uploaded to the Council website "Exercise Areas", "Dogs on the Beach" and "Maps" webpages. The publicly available Map Viewer (GIS) updated maps for Dog Exercise Zones will also be uploaded following approval.
- 31 In the next e-newsletter to Kāpiti dog owners, a link to the updated maps and GIS for dog exercise zones will be included.
- 32 A hard copy map of dog exercise areas, and/or an information card with a QR code linking to the GIS dog exercise zones, may be developed (subject to budget and resourcing). These could be distributed by PSAMO to members of the public on occasion for information purposes and/or to assist in enforcing access rules.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Technical change to the Keeping of Animals, Bees & Poultry Bylaw 2021 [↓](#)
2. Minor and technical changes to the Dog Control Bylaw 2019 [↓](#)

**ATTACHMENT 1 – TECHNICAL CHANGE TO THE KEEPING OF ANIMALS, BEES & POULTRY
BYLAW 2021**

Bylaw tracked change (Urban Area definition only)

Urban Area	means any part of the District zoned for general residential, industrial, or commercial and mixed use zone in the Kapiti Coast District Plan. <u>It also includes any Development areas defined in the Plan.</u>
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ATTACHMENT 2 – MINOR AND TECHINICAL CHANGES TO THE DOG CONTROL BYLAW 2019

Table 1: List of Amendments to the Dog Control Bylaw 2019

SECTION/CLAUSE	AMENDMENT (Correction/Addition)
1. Title, Commencement and Application 1.2 (d)	Remove “ <i>owned and</i> ” from sentence “ <i>Queen Elizabeth Park which is land owned and managed by Greater Wellington Regional Council.</i> ” (factual correction)
4. Interpretation Leash or Lead definition	Remove the second “ <i>and</i> ” from the last line (grammatical correction)
7. Dog Welfare 7.3 (a)	Change “ <i>1 meter</i> ” to “ <i>1 metre</i> ” (spelling correction)
8 Prevention of Public Nuisance 8.5	Spell out “ <i>DCA 1996</i> ” to “ <i>Dog Control Act 1996</i> ” (correction for clarity and consistency)
13 Dog Control Act 1996 13.4 and 13.6	Amend to read “ <i>Waikanae Estuary Scientific Reserve</i> ” in full (name correction)
Schedule One / Schedule Two 1. a) / 3. b)	Change “ <i>MacLean Park</i> ” to “ <i>Maclean Park</i> ” (spelling correction)
Schedule One 1. e)	Change “ <i>meters</i> ” to “ <i>metres</i> ” (spelling correction)
Schedule One 1. f)	Remove whole line “ <i>Ōtaki Domain</i> ” (unnecessary line)
Schedule One 1. g)	Remove whole line “ <i>The playing field at Haruātai Park, Ōtaki</i> ” (unnecessary line)
Schedule One 1. l)	Add “ <i>and Transmission Gully</i> ” so reads “ <i>The Kapiti Expressway (not including the shared cycleways, walkways, and bridleways alongside the Expressway) and Transmission Gully.</i> ” (addition)
Schedule One	With the removal of 1. f) and 1. g), correct the sequential numbering of clause 1 in this schedule (subsequential correction)
Schedule Two 1. j)	Change “ <i>Crystals Bend</i> ” to “ <i>Chrystalls Bend</i> ” (spelling correction)
Map 1: Beach hours	Remove Map 1: Beach hours (unnecessary)
Maps	With the removal of Map 1, correct the sequential numbering of maps (subsequential correction)
Ōtaki Dog Access Areas Map	Highlight Ōtaki cemetery as on-leash (addition for clarity)
Ōtaki Dog Access Areas Map	Amend the highlighted dog off-leash and on-leash restricted areas south of the Ōtaki river to exclude private property (correction)
Waikanae Dog Access Areas Map	Highlight Waikanae cemetery as on-leash (addition for clarity)
Waikanae Dog Access Areas Map & Paraparaumu Dog Access Areas Map	Amend the boundary of the Waikanae Estuary Scientific Reserve to its actual full extent (correction)

	Amend the legend to read " <i>Waikanae Estuary Scientific Reserve</i> " in full and add "- <i>DOC regulations apply</i> " (addition for clarity)
Paraparaumu Dog Access Areas Map	Highlight Paraparaumu Beach Cemetery as on-leash (addition for clarity)
Paraparaumu Dog Access Areas Map	Highlight the Mazengarb drain and Eatwell drain walkways as on-leash (addition for clarity)
Paraparaumu Dog Access Areas Map	Remove the no dog area marked on the Kena Kena school grounds (correction) and remove the dog on-leash area highlighted for the reserve adjacent this (unnecessary)
Paraparaumu Dog Access Areas Map	Highlight Maclean Park as a no dog area and its paths within as on-leash restricted (correction)
Paraparaumu Dog Access Areas Map	Remove the section north of the Waikanae River from this map to enable a larger size map (for clarity)
Raumati Dog Access Areas Map	Highlight the Wharemauku Stream and Airport walkways as on-leash (addition for clarity)
Paekākāriki Dog Access Areas Map & Raumati Dog Access Areas Map	On the legend, after " <i>Queen Elizabeth Park</i> ", add "- <i>GWRC regulations apply</i> " (addition for clarity).
Paekākāriki Dog Access Areas Map	Mark Tilley Road Reserve on the map as separate to Queen Elizabeth Park and show as on-leash (correction/addition for clarity)

See over for the bylaw tracked changes and updated maps.



Kapiti Coast District Council

Dog Control Bylaw 2019

1	TITLE, COMMENCEMENT AND APPLICATION	2
2	DOG CONTROL BYLAW VALIDATION	2
3	OBJECTIVE	3
4	INTERPRETATION	3
5	DOG REGISTRATIONS	13
6	CONTROL OF DOGS IN PUBLIC PLACES	13
7	DOG WELFARE	15
8	PREVENTION OF PUBLIC NUISANCE	19
9	LIMITATION ON THE NUMBER OF DOGS	20
10	BITCHES IN SEASON	22
11	MENACING DOGS AND DANGEROUS DOGS	22
12	FEES	23
13	DOG CONTROL ACT 1996	23
14	SUMMARY OF OFFENCES	24
	SCHEDULE ONE	25
	SCHEDULE TWO	26
	SCHEDULE THREE	28
	SCHEDULE FOUR	29

1. TITLE, COMMENCEMENT AND APPLICATION

- 1.1 This bylaw may be cited as the Kapiti Coast District Council Dog Control Bylaw 2019 and shall come into force on 14 March 2019.
- 1.2 This bylaw applies to any part of the Kapiti Coast District, excluding any land for the time being included in:
- (a) A controlled dog area or open dog area under Section 26ZS of the Conservation Act 1987;
 - (b) A National Park constituted under the National Parks Act 1980;
 - (c) Waikanae Scientific Reserve which is land owned and managed by the Department of Conservation; and
 - (d) Queen Elizabeth Park which is land ~~owned and~~ managed by Greater Wellington Regional Council.
- 1.3 This bylaw replaces the Kapiti Coast District Council Dog Control Bylaw 2008.

2. DOG CONTROL BYLAW VALIDATION

- 2.1 The Kapiti Coast District Council Dog Control Bylaw 2019 was approved at a meeting of the Kapiti Coast District Council held on 14 March 2019 after completion of the special consultative procedure.
- 2.2 The Common Seal of the Kapiti Coast District Council was affixed hereto, pursuant to resolution of the Council on 14 March 2019 in the presence of:

K Gurunathan
Mayor

Councillor

Wayne Maxwell
Chief Executive Officer

3. OBJECTIVE

- 3.1 The purpose of this bylaw is to promote better care and control of dogs on the Kapiti Coast by supporting the objectives of the Kapiti Coast District Council Dog Control Policy and complying with national dog control legislation, in particular Section 20 of the Dog Control Act 1996 and the Impounding Act 1955.
- 3.2 This bylaw is made pursuant to Section 145(a) and (b) of the Local Government Act 2002 and Section 20 of the Dog Control Act 1996.
- 3.3 Nothing in this bylaw shall derogate from any provision of, or the necessity for compliance with:
- (a) Dog Control Act 1996 or any Act passed in amendment or substitution thereof;
 - (b) Impounding Act 1955 or any Act passed in amendment or substitution thereof;
 - (c) Any other relevant Acts or Acts passed in amendment or substitution thereof;
 - (d) Any other relevant bylaws or District Plan requirements; and
 - (e) Any other requirements imposed by either the Wellington Regional Council or Department of Conservation.

4. INTERPRETATION

- 4.1 In this bylaw, the following terms are used:

ACCESS CORRIDOR	Dog access corridors that allow access through or around otherwise no dog areas. These corridors remain dog on-leash areas at all times.
ANIMAL MANAGEMENT OFFICER	An officer appointed under section 11 of the Dog Control Act 1996. (Also known as a Dog Control Officer.)
AUTHORISED OFFICER	Means any person authorised by the Council to carry out any of the duties provided for under this bylaw or any Council bylaw; and <ul style="list-style-type: none">(a) Includes any council enforcement officer; and(b) Includes any agent licensed by Council to carry out a duty or operate a public place on Council's behalf.

APPROVED OWNER	An owner who meets the requirements of approved ownership set out in the Kapiti Coast District Council Dog Policy.
BEACH	Any area along the Kapiti Coast which can reasonably be considered part of the beach environment including the foreshore, dunes, river mouths, coastal vegetation, coastal protective works, and any other areas of sand, surf, pebbles, shells or shingles under Council regulatory control.
CHILDREN'S PLAYGROUND	An outdoor recreation area for children, usually equipped with swings, slides, seesaws and other play equipment.
CONTINUOUS CONTROL / ON-LEASH	A dog is kept under continuous leash or lead control by its owner. (Refer below for the definitions of owner and leash.)
CONTINUOUS CONTROL / OFF-LEASH	Refer below for the definition of 'direct control of a dog off-leash'.
COUNCIL	Means the Kapiti Coast District Council or any Committee, Community Board, or an officer authorised to exercise the authority of the Council.
CULTURALLY SIGNIFICANT SITE	Refer below to definition of 'sensitive site'.
DANGEROUS DOG	<p>Any dog classified by Council as dangerous because:</p> <ul style="list-style-type: none">(a) the owner of the dog has been convicted of an offence in relation to the dog under section 57A(2); or(b) the territorial authority has, on the basis of sworn evidence attesting to aggressive behaviour by the dog on 1 or more occasions, reasonable grounds to believe that the dog constitutes a threat to the safety of any person, stock, poultry, domestic animal, or protected wildlife; or

- (c) the owner of the dog admits in writing that the dog constitutes a threat to the safety of any person, stock, poultry, domestic animal, or protected wildlife.

(Section 31 of the Dog Control Act 1996)

DISQUALIFIED OWNER

Any owner classified as disqualified by Council because:

- (a) the owner commits 3 or more infringement offences (not relating to a single incident or occasion) within a continuous period of 24 months; or
- (b) the owner is convicted of an offence (not being an infringement offence) against this Act; or
- (c) the owner is convicted of an offence against Part 1 or Part 2 of the Animal Welfare Act 1999, section 26ZZP of the Conservation Act 1987, or section 56I of the National Parks Act 1980.

(Section 25 of the Dog Control Act 1996)

DISTRICT

Kapiti Coast District.

**DIRECT CONTROL OF A DOG
OFF-LEASH**

A dog is under direct control when it is in the owner's direct vision and range of voice at all times. The owner must be able to promptly place a leash on the dog should it pose a nuisance or cause distress to any other persons, stock, poultry, domestic animal or protected wildlife or at the request of an animal management officer. (Refer below for the definitions of owner and leash.)

DOG CONTROL ACT

Dog Control Act 1996 or any Act passed in amendment or substitution thereof including any regulations made under authority of the Act.

DOG EXERCISE AREA	An area designated for dogs that is not fully enclosed, but where dogs that are under direct control can play and socialise off lead. (Refer above for the definition of 'direct control of a dog off-leash'.)
DOG PARK	A dog park is a fully enclosed area for dogs to play and socialise with other dogs typically without a leash and under direct control. (Refer above for the definition of 'direct control of a dog off-leash'.)
DISEASED DOG	A dog infected with parvovirus, hepatitis or any other contagious disease.
DOG RANGER / HONORARY DOG RANGER	Officer appointed under section 12 of the Dog Control Act 1996
DUNES	The section of the beach lying generally above the high tide mark where mounds or ridges of sand formed by wind or water action exist. These dune areas can be covered or uncovered by vegetation.
FORESHORE	The land edging the sand, estuaries and rivers that are regularly submerged and exposed by the sea's tidal ebb and flow. That is, the area between the line of mean high water springs level and the mean low water springs level.
KAPITI COAST DISTRICT COUNCIL APPEALS HEARING COMMITTEE ("the Committee")	A subcommittee convened and constituted to hear objections to any dog classified as dangerous or menacing or any owner classified as probationary or disqualified under the provisions of the Dog Control Act 1996; and to consider exemptions under this bylaw (Note: the name of this committee applies to the 2016-2019 triennium and may change in the future).
LEASH OR LEAD	A leash or lead of appropriate length and material firmly attached to a correctly fitted dog collar or harness. For dogs on shared pathways the leash or lead should not be more than 2 metres in length,

while in open park reserve and beach foreshore areas a longer recoil or extension leash or lead may be used but must have a locking mechanism and meet ~~and~~ the requirement of “continuous control”.

LICENCE

Means a licence, permit, registration, written consent or approval issued as per the requirements of any Act of Parliament, Council bylaw or policy.

LIVESTOCK/STOCK

Includes stock as defined in section 2 of the Dog Control Act 1996 and shall also include any live animal or bird that is kept within a fence or enclosure or is moved between fenced or enclosed spaces for domestic or farming purposes.

MEDICAL EXEMPTION

Where a dog has a medical condition then an exemption from the appropriate bylaw restrictions may be approved by the Kapiti Coast District Council Appeals Hearing Committee upon the production of a certificate from a registered veterinary surgeon. When a dog is granted such a medical exemption, the Committee may require the dog be subject to other conditions to ensure public safety is not jeopardised.

MENACING DOG

A menacing dog is one that may pose a threat to any person, stock, poultry, domestic animal, or protected wildlife because of—

- (a) any observed or reported behaviour of the dog; or
- (b) any characteristics typically associated with the dog’s breed or type.

(Section 33A of the Dog Control Act 1996)

MICROCHIPPED DOG

The owner of the dog must, for the purpose of providing permanent identification of the dog, arrange for the dog to be implanted with a functioning microchip transponder of the

prescribed type and in the prescribed manner.
(Refer to Section 36A of the Dog Control Act 1996.)

MUZZLE

A humane fastening or covering device which prevents a dog from biting but allows normal breathing and drinking.

NEUTERED DOG (de-sexed)

A neutered dog is one which has been castrated or spayed. It does not include a dog which has been vasectomised.

NO DOG AREA

An area in which dogs are not permitted at all times, unless otherwise specified or specifically exempted.

OFF-LEASH AREA

An area designated for dogs where they can play and socialise off-leash, while under direct voice and visual control at all times. These can be fully enclosed dog parks, or not fully enclosed dog exercise areas.

ON-LEASH AREA

An area in which dogs are permitted at all times, provided they are under continuous leash control. (Refer above for the definition of leash/lead.) (Some on-leash areas may have additional restrictions, where dogs must remain on formed pathways and walking tracks. Refer to the definition of on-leash restricted area.)

ON-LEASH RESTRICTED AREA

An area where dogs are permitted, provided they are under continuous leash control and remain on formed pathways and walking tracks. (Refer above for the definition of leash/lead.)

OTHER OWNER

A dog owner who is not an approved, disqualified or probationary owner.

OWNER

Every person who:

- (a) Owns the dog; or
- (b) Has the dog in his or her possession, whether the dog is at large or in confinement,

otherwise than for a period not exceeding 72 hours for the purpose of preventing the dog causing injury, damage, or distress, or for the sole purpose of restoring a lost dog to its owner; or

- (c) The parent or guardian of a person under the age of 16 years who:
 - i. Is the owner of the dog pursuant to paragraph (a) or paragraph (b) of this definition; and
 - ii. Is a member of the parent or guardian's household living with and dependent of the parent or guardian.

(Section 2 of the Dog Control Act 1996)

PREMISES

Land and/or buildings occupied domestically or commercially.

PROBATIONARY OWNER

A probationary owner is one classified as such under Section 21 of the Dog Control Act 1996.

PUBLIC PLACE

Public place means:

- (a) A place that, at any material time, is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from that place; and
- (b) Includes any aircraft, hovercraft, ship or ferry or other vessel, train, or vehicle carrying or available to carry passengers for reward.

RESERVE

Means any land under the management or control of Kapiti Coast District Council and set apart for any public purpose as described from time to time, in the Reserves Act 1977, including parks, gardens, recreation grounds, open spaces and foreshores but excluding sports grounds and sensitive sites.

RESTRICTED AREA	Refer above for the definition of an 'on-leash restricted area'.
SENSITIVE SITE	An important habitat for wildlife (flora and fauna) vulnerable to harmful disturbance by dogs, or a culturally significant site that is vulnerable to harmful disturbance by dogs. ¹
SHARED PATHWAYS	A shared use path or mixed use path is a form of infrastructure that supports multiple recreation and transportation opportunities, such as walking, cycling and horse riding.
SPORTS GROUNDS	<p>The total of all sports surfaces marked and defined as a sports ground, including individual playing fields/courts and those areas in between individual playing fields/courts. These sports surfaces can be:</p> <ul style="list-style-type: none"> (a) marked fields (e.g., fields used for soccer, cricket, rugby, or rugby league); (b) artificial turf (e.g., turf used for hockey); (c) courts (e.g., courts used for netball or tennis); (d) skateboard parks; or (e) track cycling facilities. <p>These areas are listed by Kapiti Coast District Council's Parks and Open Spaces Team on the Council website.</p>
WORKING DOG	<p>Working dog means—</p> <ul style="list-style-type: none"> (a) any disability assist dog: (b) any dog—

¹ The sensitive sites identified in this bylaw are specific to this bylaw and may differ from those in the District Plan.

- (i) kept by the Police or any constable, the New Zealand Customs Service, the Ministry of Agriculture and Forestry, the Ministry of Fisheries, or the Ministry of Defence, or any officer or employee of any such department of State solely or principally for the purposes of carrying out the functions, powers, and duties of the Police or the department of State or that constable, officer, or employee; or
- (ii) kept solely or principally for the purposes of herding or driving stock; or
- (iii) kept by the Department of Conservation or any officer or employee of that department solely or principally for the purposes of carrying out the functions, duties, and powers of that department; or
- (iv) kept solely or principally for the purposes of destroying pests or pest agents under any pest management plan under the Biosecurity Act 1993; or
 - (a) kept by the Department of Corrections or any officer or employee of that department solely or principally for the purposes of carrying out the functions, duties, and powers of that department; or
 - (b) kept by the Aviation Security Service established under section 72B(2)(ca) of the Civil Aviation Act 1990, or any officer or employee of that service solely or principally

for the purposes of carrying out the functions, duties, and powers of that service; or

(c) certified for use by the Director of Civil Defence Emergency Management for the purposes of carrying out the functions, duties, and powers conferred by the Civil Defence Emergency Management Act 2002; or

(v) owned by a property guard as defined in section 9 of the Private Security Personnel and Private Investigators Act 2010 or a property guard employee as defined in section 17 of that Act, and kept solely or principally for the purpose of doing the things specified in section 9(1)(a) to (c) of that Act; or

(vi) declared by resolution of the territorial authority to be a working dog for the purposes of this Act, or any dog of a class so declared by the authority, being a dog owned by any class of persons specified in the resolution and kept solely or principally for the purposes specified in the resolution.

(c) Declared to be a working dog at the discretion of Council

(Section 2 of the Dog Control Act 1996)

5. DOG REGISTRATION

5.1 The owner shall comply with the provisions of the Kapiti Coast District Council Dog Control Bylaw 2019 and the Dog Control Act 1996.

- 5.2 Every person who owns a dog over the age of three (3) months must register the dog annually with the Kapiti Coast District Council by completing and submitting the prescribed form.
- 5.3 Where an owner of a dog is under the age of 16 years at the time of registration of the dog, the prescribed application form shall be completed by a parent or guardian in whose household the owner is living, and upon whom the owner is dependent.

6. CONTROL OF DOGS IN PUBLIC PLACES

General provisions:

- 6.1 An owner of a dog(s) must always carry an appropriate leash when walking their animal in any notified off-leash areas.
- 6.2 An owner of a dog(s) whilst walking in an off-leash area must keep the dog(s) under their direct control at all times.
- 6.3 The owner shall not allow any dog to enter onto any public place (not designated a dog off-leash area as stipulated in Schedule 3 or 4 of this Bylaw) and remain there without being under continuous leash control.
- 6.4 Any dog found in a public place (not designated a dog off-leash area as stipulated in Schedule 3 or 4 of this bylaw) while not being on a lead is considered to be uncontrolled and may be seized and impounded by any dog control officer, dog ranger, or honorary dog ranger.
- 6.5 The owner shall ensure that no dog is allowed to roam free or be at large on any private land or premises without the express or implied permission of the occupier or person in charge of the land or premises.
- 6.6 No owner shall cause or permit a diseased dog to enter any public place.
- 6.7 If a dog is impounded for wandering for the fourth time within any two-year period, the dog may be classified as menacing based on observed or reported behaviour in accordance with Section 33A(1)(b)(i) of the Dog Control Act.

Dog on-leash area:

- 6.8 Every dog shall be kept under continuous control / on-leash while that dog is in a dog on-leash area.

Dog off-leash area:

- 6.9 Dogs may be exercised off-leash in any area identified as a dog off-leash area in Schedules 3 and 4 of this bylaw, provided the dog is kept under direct control by the owner.

No dog area:

- 6.10 No owner shall cause or permit his/her dog(s) or any dog(s) within his/her charge to enter in or remain in any of the no dog areas as defined in Schedules 1 and 4 of this bylaw, except where
- (i) the dog is securely confined within a vehicle, or caged if on the open tray or deck of a vehicle, or
 - (ii) the Kapiti Coast District Council Parks and Recreation Manager or equivalent position has given permission.

Access corridors:

- 6.11 Access corridors are specifically provided to allow dogs and their owners access through otherwise no dog areas to dog on-leash or dog off-leash areas. Every dog shall be kept under continuous leash control while entering or remaining in any of the access corridors as described in Schedule 2 of this Bylaw.

Sensitive sites:

- 6.12 Dogs must be on-leash on all sensitive sites. It is an offence not to comply with this requirement.

Dogs on, in or behind vehicles:

- 6.13 No owner shall allow a dog or dogs to ride on the open tray or deck of a vehicle (as defined by the Land Transport Act 1998) unless such dog or dog(s) is/are kept under control by means of a chain or rope of sufficient short length to prevent the dog(s) from leaving or falling from the vehicle. This part of the bylaw does not apply where the dog is properly confined within a secure cage or dog box on the rear of the vehicle.
- 6.14 No owner is to exercise a dog by running or walking it behind or beside a vehicle.

Exemptions:

- 6.15 Where it is appropriate, the restrictions set out in clauses 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 6.8, 6.9, 6.10, 6.11, 6.12, 6.13 and 6.14 do not apply to:
- (a) Working dogs being actively used for this purpose; and

- (b) A dog classified as having a medical exemption.

7. DOG WELFARE

General provisions:

- 7.1 No person shall allow any dog to be kept in a manner that does not comply with the following minimum standards:

- (a) When contained or tethered, dogs must have constant access to water and dog food, appropriate to their needs, that is palatable to the dog, not harmful to health, and available in quantities sufficient to maintain vital bodily functions;
- (b) Dogs must not be contained or tethered in a way that causes them injury or distress, and any tether must be at least two meters in length;
- (c) Collars must fit comfortably without damaging the skin or restricting breathing;
- (d) Dogs must be provided with sheltered and dry sleeping quarters;
- (e) Measures must be taken to enable dogs to keep warm in cold weather, cool in warm weather, and safe in extreme weather or during a civil defence emergency;
- (f) Sleeping quarters must be large enough to allow the dog to stand up, turn around and lie down comfortably;
- (g) Dogs must be able to urinate and defecate away from the sleeping area;
- (h) Ventilation and shade must be provided in situations where dogs are likely to experience heat distress;
- (i) Faeces and urine must not be permitted to accumulate to such an extent that they pose a threat to the health or welfare of the dog and/or neighbouring properties;
- (j) Food and water containers must be kept clean of contamination that may pose a threat to the health or welfare of the dog;
- (k) Owners, or persons in charge of dogs, who observe their dogs to be showing:
 - (i) Signs of significant acute or chronic pain, suffering and distress;

- (ii) Signs of rapidly deteriorating health; or
- (iii) Serious injury

must seek immediate attention from a veterinarian or appropriately trained animal health practitioner;

- (l) If a dog is suffering from pain and distress that is extreme or untreatable, then the animal must be euthanised;
 - (m) The coats of long-haired dogs must be groomed and/or clipped at a frequency that will prevent suffering and distress due to matting or infestation by parasites; and
 - (n) Claws must be clipped when necessary to avoid penetration of the skin and/or foot pads.
- 7.2 No person or people sharing a property in any urban or rural area shall breed puppies for financial gain with little or no regard for health and welfare.²

Dog housing / kenneling outside:

- 7.3 Every dog owner must provide his or her dog with suitable housing or kenneling³ which:
- (a) Is situated in a position not closer than 5 metres to any adjoining land in rural zoned areas; not closer than 3 metres from the adjoining boundary in all other zones; or not closer than 1 metre^{reer} where a lesser distance is agreed to by the neighbouring property owner, with the caveat that the permission for a lesser distance can be withdrawn at any time providing the neighbour can show the dog/s are committing a nuisance or when a new neighbour moves in;
 - (b) In the case of a kennel without other means of containment, be provided with a fixed chain which allows the dog free movement about the kennel;
 - (c) Is of weatherproof material, is constructed on dry ground, and has a floor which allows for easy cleaning; and
 - (d) Is of a floor area sufficient to allow reasonable movement and space to turn around, and of sufficient height so that the dogs may stand freely, and is generally

² See the Kapiti Coast District Council Dog Control Policy 2019 for information on permits for breeders.

³ Outdoor kenneling is not required if the dog primarily lives inside. If the dog is left outside for periods of time, the dog must be able to access suitable housing, either inside or out.

consistent with the recommended minimum standard kennel sizes set out in Table 1 below:

Table 1: Recommended minimum kennel sizes		
Size of dog	Kennel only	Kennel plus run
Small (less than 7kg)	900mm x 700mm	500mm x 500mm plus 600mm x 1m
Medium (7kg-20kg)	1.2m x 800mm	600mm x 700mm plus 800mm x 1m
Large (21kg-40kg)	1m x 1.5m	800mm x 800mm plus 1m x 800mm
Extra Large (40kg +)	1m x 2m	1.2m x 1.2m plus 1.2m x 2.4m

Source: National Animal Welfare Advisory Committee. 2010. *Animal Welfare (Dogs) Code of Welfare 2010*. Ministry for Primary Industries.

- 7.4 If Council considers that the keeping of dogs is such that clauses 7.1 or 7.2 are breached, Council may serve notice on the owner or occupier to take actions to require the conditions under which the dog is kept to be improved; so as to comply with clauses 7.1 and 7.2. The notice shall specify all corrective actions to be taken and, except in the case of ongoing actions, the time within which compliance must be achieved. Failure to comply with the notice is a breach of this bylaw and an infringement offence.

Diseased dogs:

- 7.5 Every dog owner must ensure that any dog known to be infected with Parvovirus, Distemper, Hepatitis or other contagious disease, is contained on his or her land or premises in such a manner that it cannot freely leave the land or premises other than when being transported to a registered veterinary clinic for treatment.
- 7.6 For every dog infected by a disease set out in clause 7.4 the owner must notify the Council immediately upon confirmation from a registered veterinarian.

Dogs in motor vehicles:

- 7.7 No owner shall keep or leave a dog or dogs in motor vehicles unless:
- (a) They can show that the dog(s) are confined within the vehicle so that it/they cannot cause danger or distress to any person or other animal; and

- (b) Have access to water and adequate ventilation; and
- (c) The dog or dogs are not left in circumstances that could lead to danger or discomfort to the animal.

8. PREVENTION OF PUBLIC NUISANCE

8.1 The owner of every dog shall take such steps as are necessary and reasonable to prevent it from being or becoming a nuisance or annoyance to residents in the neighbourhood by barking, howling or obstructing the lawful passage of persons in a public place; by rushing at and frightening, harassing or intimidating such persons; or by harassing native wildlife.

8.2 If in the opinion of an animal management officer the keeping of dogs on any premises has become or is likely to become a nuisance or injurious to health, the animal management officer may by notice require the owner or occupier of such premises to do all or any of the following:

- (a) reduce the number of dogs kept on the premises;
- (b) construct, alter, reconstruct or otherwise improve the kennels or other buildings used to house or contain such dog or dogs;
- (c) keep such dog or dogs tied up or otherwise confined during specified periods;
- (d) build appropriate fencing on the premises to keep such dogs restrained or otherwise confined; or
- (e) take such other action as the animal management officer deems necessary to minimise or remove the likelihood of nuisance or hazard or injury to health.

Dog faeces:

8.3 When a dog defecates in a public place or on land or premises other than that occupied by the owner, the owner shall immediately remove the faeces and dispose of such faeces in a sanitary manner.

8.4 All dog owners are required when walking a dog in a public place to carry a bag or container or other receptacle for the use of removing dog faeces.

- 8.5 It is an offence not to pick up your dog's faeces or carry an appropriate bag or receptacle. If there is sufficient evidence based on a member of the public witnessing the event, Council may infringe under the [DCA-Dog Control Act 1996](#).

9. LIMITATION ON THE NUMBER OF DOGS

- 9.1 No more than two (2) dogs of greater age than three (3) months shall be kept on or within any premises, other than in areas zoned rural in the Kapiti Coast District Plan, unless an application for the premises is made by the owner or occupier of the premises, and subsequently approved by an animal management officer and/or other authorised officer and a permit issued. The above limit of two dogs applies irrespective of the number of owners residing in, or using, the premises.
- 9.2 Council may place conditions on the permit and the holder must comply with them. If the holder fails to comply with the conditions, Council may cancel the permit. Any failure to comply shall be a breach of this bylaw.
- 9.3 In assessing every application for a permit, Council shall have regard to:
- (a) The adequacy of the land or premises for keeping of additional dog(s) specified in the application, giving consideration to their size and breed;
 - (b) The likely effects which keeping the additional dog(s) would have upon the surrounding neighbourhood;
 - (c) The likelihood of the dog(s) becoming a nuisance;
 - (d) Any previous complaints made to the Council about the owner or their dog(s);
 - (e) Whether there is adequate fencing;
 - (f) Whether there is dog-free access to the property;
 - (g) Any other matters considered relevant; and
 - (h) The views of neighbouring properties.

- 9.4 Every application for a permit must supply the information that Council requires to issue the permit and the applicant must pay the applicable fee prescribed by Council through the Annual Plan process.
- 9.5 The fee for such a permit shall be payable in addition to the registration fees payable under the Act.
- 9.6 Where there are more than two (2) dogs on any premises without a permit required by clause 9.1 of this bylaw, the animal management officer will by notice require the owner or occupier of such premises to apply for a permit within seven (7) days.
- 9.7 Where a permit application is declined, or the owner fails to lodge a permit application within seven (7) days of being notified of the requirement to do so, the animal management officer will by notice require the owner or occupier to reduce the number of dogs on the premises to no more than two (2) dogs within 14 days. Where that owner or occupier fails to comply with this notice, Council shall seize the number of dogs required to reduce the number of dogs on the premises to two.
- 9.8 Clauses 9.1-9.7 shall not apply to:
- (1) Working dogs in their normal working environment as long as such dogs are kept on such property for working purposes;
 - (2) Guide, hearing or seeing-eye dogs as long as the dogs are kept on such premises for one or more of these specific reasons;
 - (3) Dogs kept by the Police, the Customs Department, the Ministry of Defence or any officer or employee of any Department of State solely for the purposes of carrying out the functions, powers and duties of that specific organisation;
 - (4) Dogs that are intermittently visiting the premises for a short period of time and are not causing a nuisance;
 - (5) Any breeder of dogs who has a resource consent issued by Kapiti Coast District Council to conduct such a business within the Kapiti Coast District;
 - (6) Veterinary premises;

- (7) Premises that have been set up for the specific purpose of caring for dogs and have a resource consent issued by Kapiti Coast District Council to conduct such a business within the Kapiti Coast District;
- (8) Facilities established under the authority of a Controller during a civil defence emergency; and
- (9) Facilities operated by an Approved Organisation under the Animal Welfare Act 1999.

10. BITCHES IN SEASON

- 10.1 The owner having possession or control of a bitch in season shall keep it confined on the owner's property whilst it is in that condition or otherwise suitably confine the dog except as specified in clauses 10.2 and 10.3.
- 10.2 A bitch in season shall receive adequate exercise for the duration of the season. If this cannot be achieved on the owner's property, then the bitch shall be exercised only under continuous control in dog on-leash areas.
- 10.3 When it is necessary to take the bitch in season from the owner's property, the bitch must be completely confined in a cage or vehicle while being transported to or from a secure location.

11. MENACING DOGS AND DANGEROUS DOGS

- 11.1 The owner of any dog classified as dangerous in accordance with Section 31 of the Dog Control Act 1996 must comply with the provisions set out in Section 32 of the Act. Similarly, the owner of any dog classified as menacing in accordance with Section 33A and/or 33C of the Dog Control Act 1996 must comply with the provisions set out in Section 33E of the Act.
- 11.2 Any dog residing in the Kapiti Coast District that has been classified as menacing will be required to be neutered within one (1) month after receipt of the notice of the classification.
- 11.3 If a dog has been classified as a menacing dog in another district, where it was not required to be neutered, but moves to the Kapiti Coast District, it will be a requirement for the dog to be neutered within one (1) month of residing in the Kapiti Coast District.

- 11.4 Council shall grant an exemption to the requirement to be neutered where the owner provides a written declaration from a registered veterinarian that neutering the dog would be detrimental to its health.

12. FEES

- 12.1 Dog registration fees are reviewed and set on an annual basis in accordance with Section 37 of the Dog Control Act 1996. A summary of Kapiti Coast District Council dog fees is available on the Council website or by contacting the Council Call Centre.

13. DOG CONTROL ACT 1996

- 13.1 It is the responsibility of all dog owners to make themselves fully conversant with the Dog Control Act 1996 and any later amendments.
- 13.2 The Dog Control Act 1996 provides important information on the obligations of dog owners, the powers and duties of territorial authorities, the infringement process, and classifications of owners and dogs.
- 13.3 The Kapiti Coast District Council requires all dog owners to fully comply with the obligations defined in the Dog Control Act 1996, and will actively enforce any breaches.
- 13.4 Land under the jurisdiction of the Department of Conservation (DOC) is subject to the Dog Control Act 1996; however, access is determined by DOC. The Waikanae Estuary Scientific Estuary Reserve is subject to DOC's Waikanae Scientific Reserve Bylaw, which prohibits animals in the Estuary.
- 13.5 Queen Elizabeth Park is under the jurisdiction of the Greater Wellington Regional Council (GWRC) and GWRC determine access. Access rules for Queen Elizabeth Park can be found on GWRC's website.
- 13.6 The Kapiti Coast District Council has a limited role in accordance with the Dog Control Act 1996 to protect wildlife from uncontrolled dogs in respect of both the Waikanae Estuary Scientific Estuary Reserve and Queen Elizabeth Park.

14. SUMMARY OF OFFENCES

- 14.1 Every person who commits a breach of any of the provisions of this bylaw shall be liable on summary conviction to a fine not exceeding \$20,000 and/or be issued with an infringement notice in the range of \$100 to \$750.
- 14.2 The following infringements (see Table 2) are set by the Dog Control Act 1996. The Council has no discretion to alter these fees:

Table 2: Table of Infringement Offences		
Section	Brief Description of Offence	Infringement Fee
18	Wilful obstruction of Dog Control Officer or Ranger	\$750.00
19(2)	Failure or refusal to supply information or willfully stating false particulars	\$750.00
19A(2)	Failure to supply information or willfully providing false particulars about dog	\$750.00
20(5)	Failure to comply with any bylaw authorised by section 20 of the Act	\$300.00
24	Failure to comply with obligations of probationary owner	\$750.00
28(5)	Failure to comply with effects of disqualification	\$750.00
32(2)	Failure to comply with the effects of classification of dog as a dangerous dog	\$300.00
32(4)	Fraudulent sale or transfer of dangerous dog	\$500.00
33(F)	Failure to comply with effects of classification of dog as a menacing dog	\$300.00
36(A)	Failure to implant microchip transponder in dog	\$300.00
41	False statement relating to registration	\$750.00
41A	Falsely notifying death of dog	\$750.00
42	Keeping an unregistered dog	\$300.00
46(4)	Fraudulent attempt to procure replacement label or disc	\$500.00
48(3)	Failure to advise change of ownership	\$100.00
49(4)	Failure to advise change of address	\$100.00
51(1)	Removal or swapping of labels or discs	\$500.00
52(A)	Failure to keep dog controlled or confined	\$200.00
53(1)	Failure to keep dog under proper control	\$200.00
54(2)	Failure to provide proper care and attention, to supply proper and sufficient food, water and to provide adequate exercise.	\$300.00
54A	Failure to carry leash in public	\$100.00
55(7)	Failure to comply with barking dog abatement notice	\$300.00
72(2)	Releasing dog from custody	\$750.00

SCHEDULE ONE – NO DOG AREAS

1. Inland no dog areas

Dogs are not permitted in these zones at all times unless otherwise specified or unless specifically exempted (see section 6 of this bylaw).

- a) MacLean Park Recreation Reserve (dogs are allowed on-leash along the footpaths, as these are access corridors)
- b) Marine Gardens Recreation Reserve, Raumati
- c) All public swimming pools under Council control (Paraparaumu, Waikanae & Ōtaki), unless specified (i.e. Dogs in Togs) as per clause 6.10 of this bylaw
- d) Otaihanga Domain, unless specified (i.e. Paws in the Park) as per clause 6.10 of this bylaw. (Note: dogs are allowed on-leash along the footpaths, as these are access corridors.)
- e) Within 10 metres of all children's playgrounds
- ~~f) Ōtaki Domain~~
- ~~g) The playing field at Haruātai Park, Ōtaki~~
- ~~h) All sports grounds under Council's control, unless an exemption has been provided for as per clause 6.10 of this bylaw~~
- ~~i) Crown land and the adjacent beach and foreshore areas at the northern end of Kapiti Island~~
- ~~j) The area known as Mataihuka Walkway in the Raumati Escarpment Reserve, east of old State Highway One in Paraparaumu, at all times~~
- ~~k) All coastal dune areas except via sign posted beach access ways. (For access rules under Greater Wellington Regional Council control, refer to the Greater Wellington Regional Council website.)~~
- ~~l) The Kapiti Expressway (not including the shared cycleways, walkways, and bridleways alongside the Expressway) and Transmission Gully~~

2. Beach no dog areas

See Schedule Four, section 1.1 for beach no dog areas in the summer from 10am to 7pm.

SCHEDULE TWO – DOG ON-LEASH AREAS

1. Inland dog on-leash areas

Dogs must be under continuous leash control at all times in dog on-leash areas.

- a) All commercial retail zones as described in the Kapiti Coast District Plan
- b) All recreational reserves within the District, except those specified in Schedules 1 or 3
- c) All public footpaths, streets and roads within the District (urban and rural). (Note: this includes the shared cycleways, walkways, and bridleways alongside the Kapiti Expressway.)
- d) All sensitive sites (see below)
- e) All cemeteries under Council control
- f) Native bush reserves, including but not limited to Wi Parata Reserve and Russell Reserve
- g) Walking tracks or signed marked areas in coastal dunes
- h) The western corner of Mazengarb Park from the central car park up to the boundary defined by the stream, extending through the reserve west along the drain up to the Mazengarb roundabout and the intersection on Guildford Drive
- i) Wharemauku Stream/Paraparaumu Airport walkway from Rimu Road through to Teoti Street, Paraparaumu Beach or Weka Park, Raumati Beach
- j) The stop bank track on the north side of the Ōtaki River from old State Highway 1 east to ~~Crystals~~ Chrystalls Bend
- k) The outside perimeter of all sports grounds at all times. (Note: this does not include the areas in between individual playing fields/courts.)
- l) The cross country area and pony club paddocks adjacent to Waikanae Park
- m) The Waikanae Riverbank Walkway on the north side of the Waikanae River from the western edge of Jim Cooke Park to Waikanae Estuary Scientific Reserve
- n) Kaitawa Reserve, Paraparaumu
- o) Edgewater Park, Waikanae

2. Sensitive sites

These sensitive sites remain dog on-leash areas at all times.

- a) Ames Street Reserve, Paekākāriki (including beach from Beach Road entrance to southern boundary)
- b) Waimanu Lagoons, Waikanae
- c) Waimeha Lagoon, Waikanae
- d) Waimeha Stream Estuary
- e) Pharazyn Reserve
- f) Barry Hadfield Nikau Scenic Reserve
- g) Te Kowhai Stream Estuary
- h) Mangaone Stream Estuary
- i) Ōtaki Estuary and River mouth⁴
- j) Waitohu Stream Estuary

3. Access corridors

Dog access corridors allow access through or around otherwise no dog areas. Where possible, dog owners have on-leash 'rite of passage' with their dogs through otherwise no-dog areas. These corridors remain dog on-leash areas at all times.

Some examples include, but are not limited to;

- a) The road going through Otaihanga Domain in order to access the Otaihanga footbridge and the walkway
- b) The footpath through MacLean Park
- c) Walking through Campbell Park, either from Wellington Road to the Parade or vice versa

4. Beach dog on-leash areas

See Schedule Four, sections 1.2 and 2.1 for beach dog on-leash areas in the summer and winter.

SCHEDULE THREE – DOG OFF-LEASH AREAS

1. Inland dog off-leash areas

⁴ Unless Greater Wellington Regional Council has issued a permit for a specific activity.

- a) The stop-bank track on the south side of the Ōtaki River from old State Highway One west to the locked gates opposite the Katihiku Marae. (Note: this track passes through property leased for grazing and dog owners are required to observe the dog on-leash area requirements in these areas.)
- b) The stop-bank track on the north side of the Ōtaki River from old State Highway One west to the Ōtaki Estuary.
- c) Ōtaki Dog Park, 79 Aotaki street, Ōtaki
- d) The equestrian showground adjacent to Waikanae Park, when an organised event is not held
- e) The river bank walkway on the south side of the Waikanae River from the Otaihanga Domain to old State Highway One
- f) The river bank walkway on the north side of the Waikanae River from the western edge of Jim Cooke Park to old State Highway One, excluding Edgewater Park (which is a dog on-leash area)
- g) Wesley Knight Park, Paraparaumu Beach
- h) Eatwell Avenue Reserve, Paraparaumu Beach, via the main access off Gray Avenue. This Reserve reverts to a dog on-leash area when an organised event is being held in this space.
- i) The western corner of Weka Park, Raumati Beach (Alexander Road entrance), between 9am and 3pm from Monday to Friday (at all other times the Park is a dog on-leash area).
- j) Kapiti Coast District Council's Greenaway Road Dog Park at Pukekawa Reserve (Greenaway Road, Waikanae).
- k) The flat flood prone area owned by Greater Wellington Regional Council at Pukekawa Reserve.

2. Beach dog off-leash areas

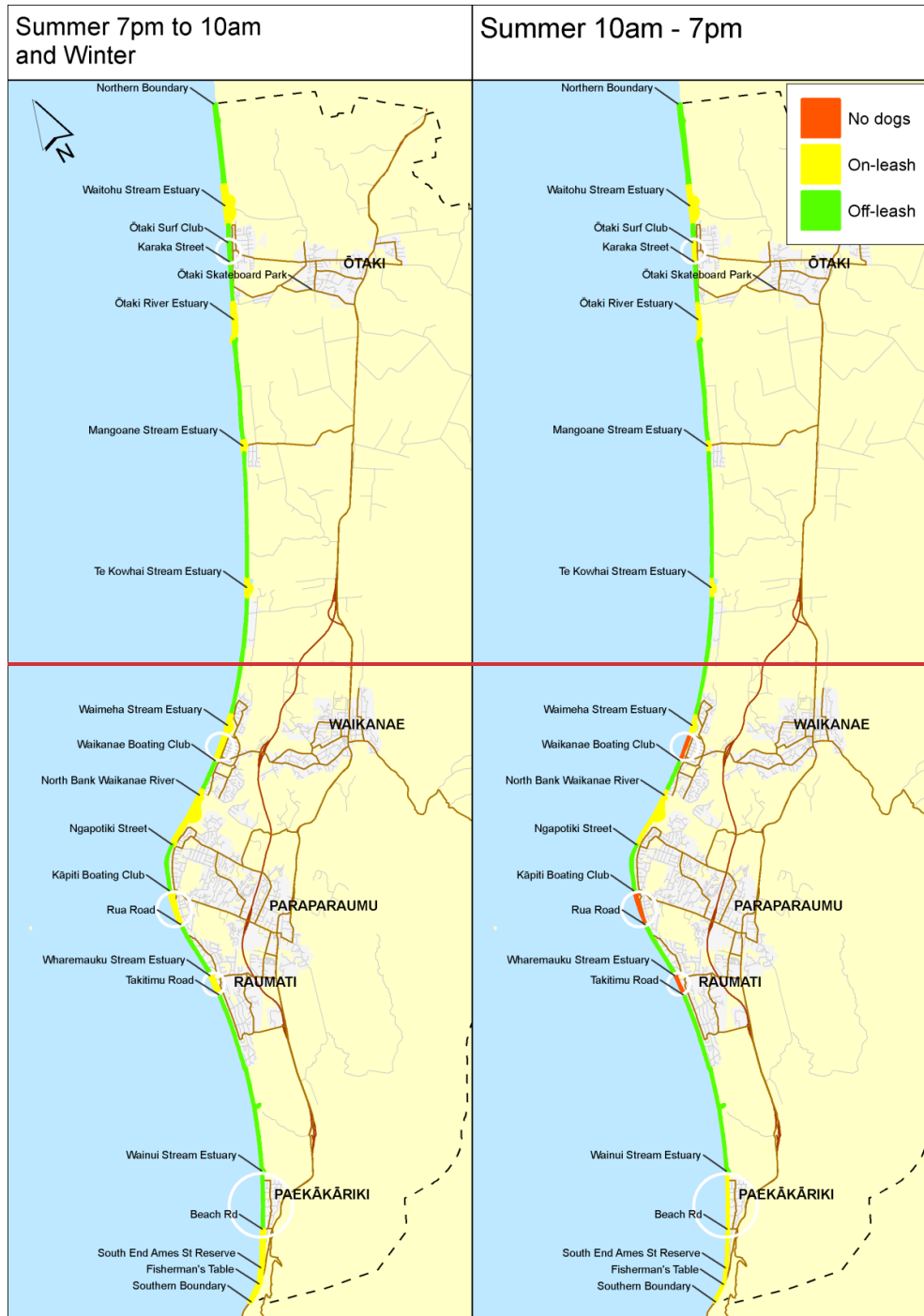
See Schedule Four, sections 1.3 and 2.2 for beach dog off-leash areas during summer and winter.

SCHEDULE FOUR - BEACH AREAS

1. Summer Beach Dog Areas by day (10am-7pm) (See Maps 1-7)

- 1.1 Between 10am – 7pm from 01 December to the end of daylight savings, the following beach foreshore areas are **no dog areas**:

- a. Takitimu Road, Raumati Beach to the Wharemauku Stream, Raumati Beach
 - b. Rua Road, Paraparaumu Beach to the Kapiti Boating Club, Paraparaumu Beach
 - c. Waikanae Boating Club to the beginning of the Waimeha Stream Sensitive Site, Waikanae Beach.
- 1.2 Between 10am – 7pm from 01 December to the end of daylight savings the following beach foreshore areas are **dog on-leash areas**:
 - a. Karaka Street, Ōtaki Beach to the Ōtaki Surf Club, Ōtaki Beach
 - b. From Beach Road, Paekākāriki to the Wainui Stream Estuary
- 1.3 All beach foreshore areas are **dog off-leash areas** between 10am – 7pm from 01 December to the end of daylight savings, except for sensitive sites and clauses 1.1 and 1.2 above.
- 2. **Summer Beach Dog Areas at night (7pm – 10am), and all day during winter** (See Maps 1-7)
- 2.1 Between 7pm-10am from 01 December to the end of daylight savings and all day during winter (the balance of the year) the following beach foreshore areas are **dog on-leash areas**:
 - a. Takitimu Road, Raumati Beach to Wharemauku Stream, Raumati Beach
 - b. Rua Road, Paraparaumu Beach to the Kapiti Boating Club, Paraparaumu Beach
 - c. Waikanae Boating Club to the beginning of the Waimeha Stream Sensitive Site, Waikanae Beach.
- 2.2 All beach foreshore areas are **dog off-leash areas** between 7pm – 10am from 01 December to the end of daylight savings and all day during winter, except for sensitive sites and clause 2.1 above.

MAP 1: Beach hours

MAP 2: Ōtaki Dog Access Areas

ŌTAKI DOG ACCESS AREAS

**Legend**

- No dogs
- On-leash restricted
- On-leash
- Off-leash
- Sensitive site

DISCLAIMER: While the map provides a specific indication of dog restrictions in certain parks, reserves and public areas within the District, the map does not cover every single open space. Please refer to the Schedules of the Dog Bylaw 2019 which provide a general statement on the dog restricted status of all public places, parks and reserves in the District that are not covered within these maps.



MAP 3: ~~Te Horo - Peka Peka Dog Access Areas~~
**TE HORO - PEKA PEKA
DOG ACCESS AREAS**
**Legend**

- No dogs
- On-leash restricted
- On-leash
- Off-leash
- Sensitive site

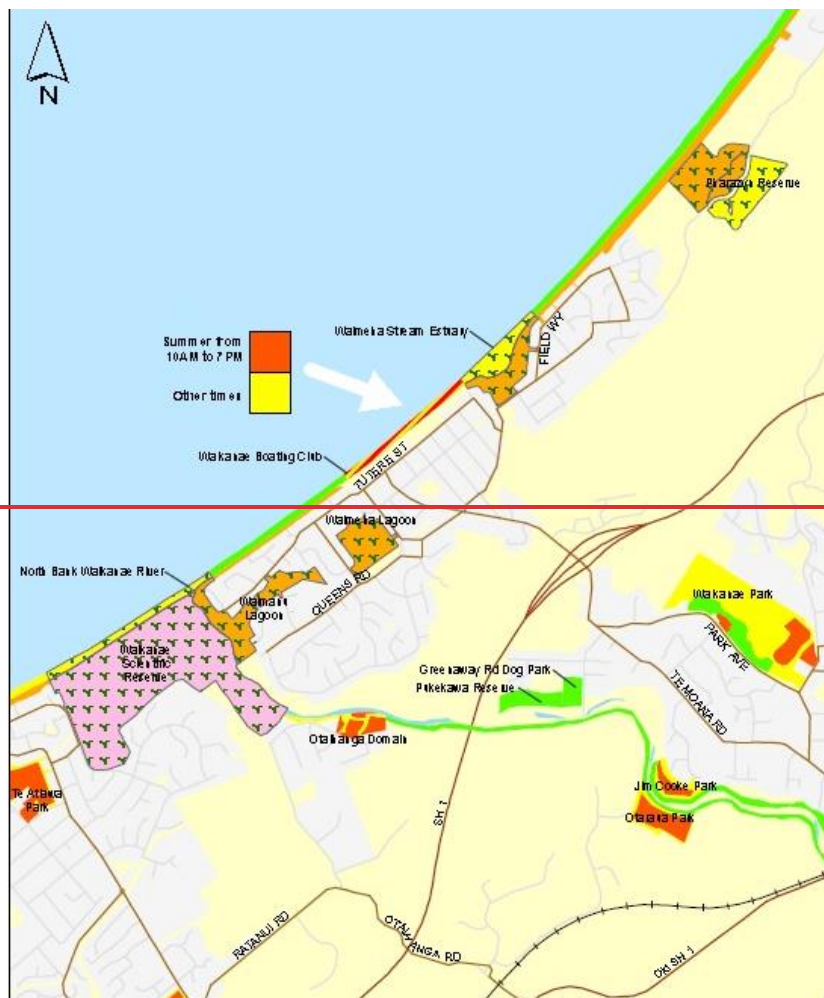
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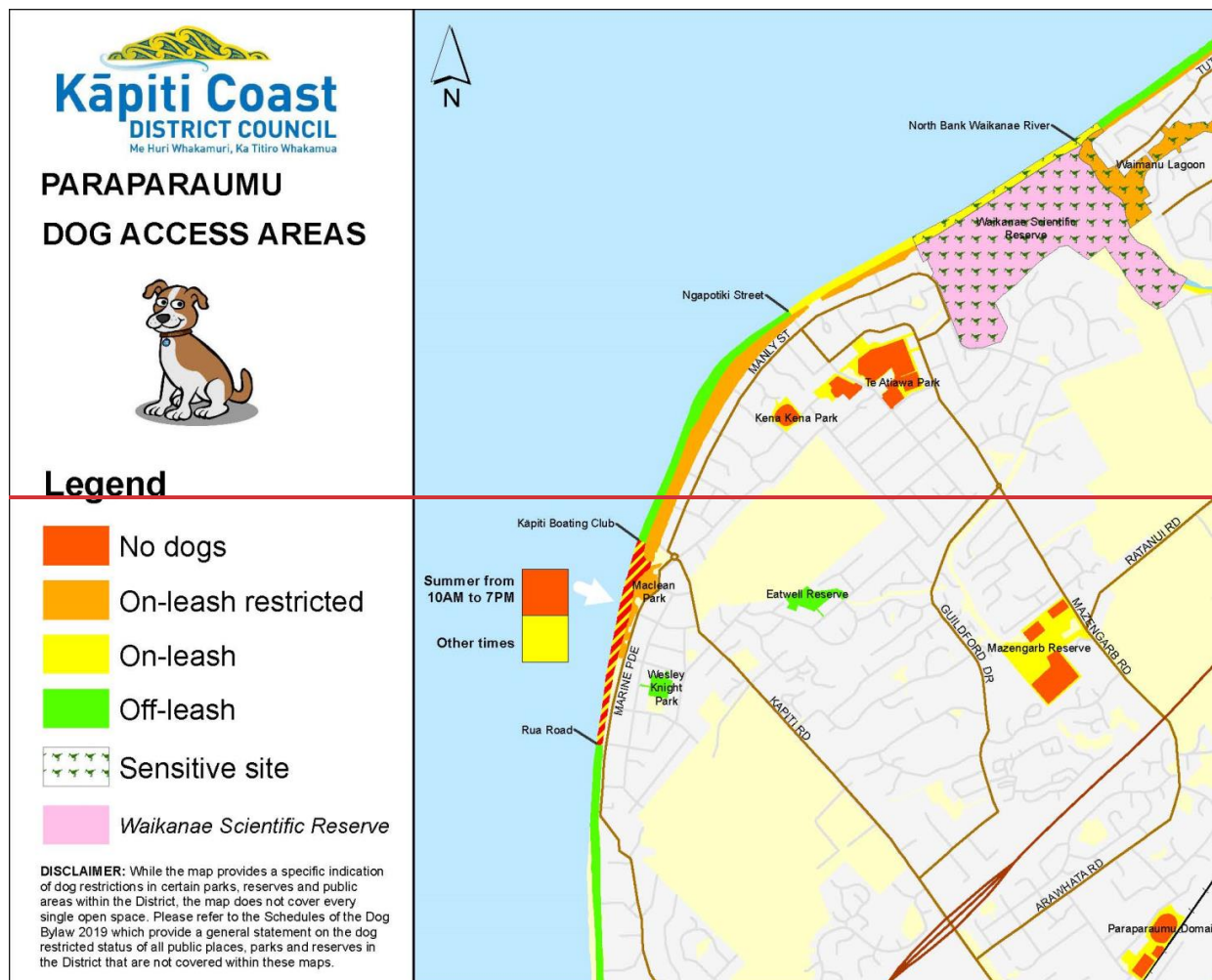


MAP 4: Waikanae Dog Access Areas
WAIKANAЕ
DOG ACCESS AREAS
**Legend**

- No dogs
- On-leash restricted
- On-leash
- Off-leash
- Sensitive site
- Waikanae Scientific Reserve

DISCLAIMER: While the map provides a specific indication of dog restrictions in certain parks, reserves and public areas within the District, the map does not cover every single open space. Please refer to the Schedules of the Dog Bylaw 2019 which provide a general statement on the dog restricted status of all public places, parks and reserves in the District that are not covered within these maps.

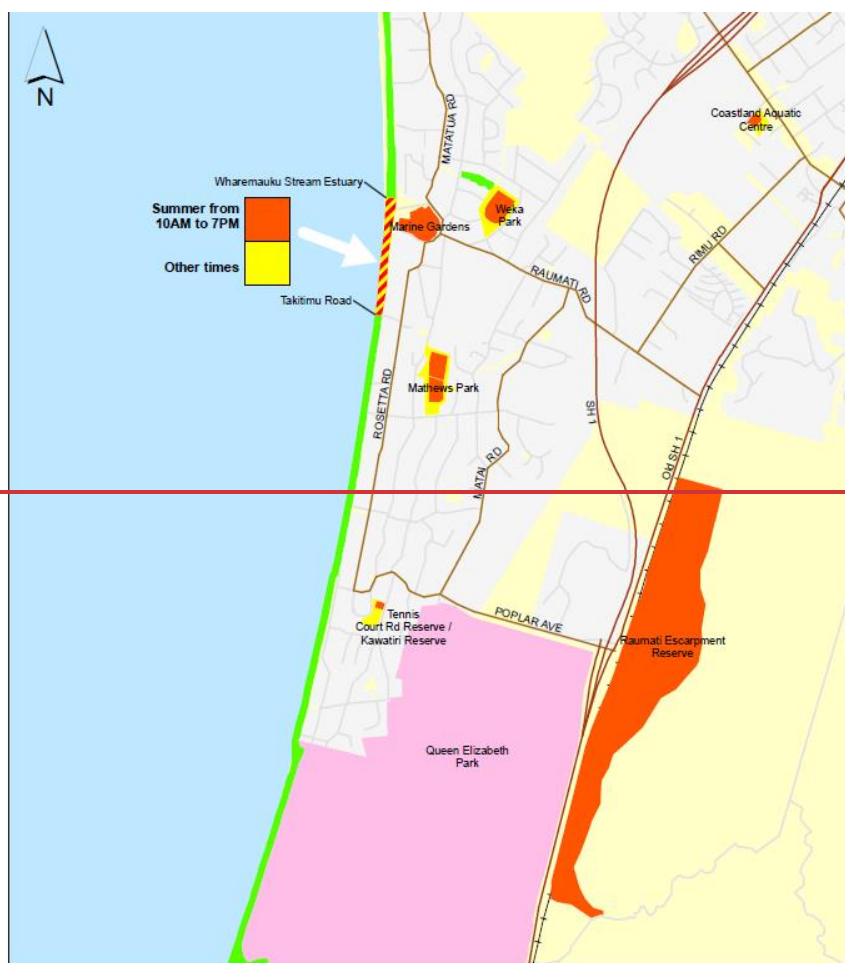


MAP 5: Paraparaumu Dog Access Areas

MAP 6: Raumati Dog Access Areas
RAUMATI
DOG ACCESS AREAS
**Legend**

- No dogs
- On-leash restricted
- On-leash
- Off-leash
- Sensitive site
- Queen Elizabeth Park

DISCLAIMER: While the map provides a specific indication of dog restrictions in certain parks, reserves and public areas within the District, the map does not cover every single open space. Please refer to the Schedules of the Dog Bylaw 2019 which provide a general statement on the dog restricted status of all public places, parks and reserves in the District that are not covered within these maps.

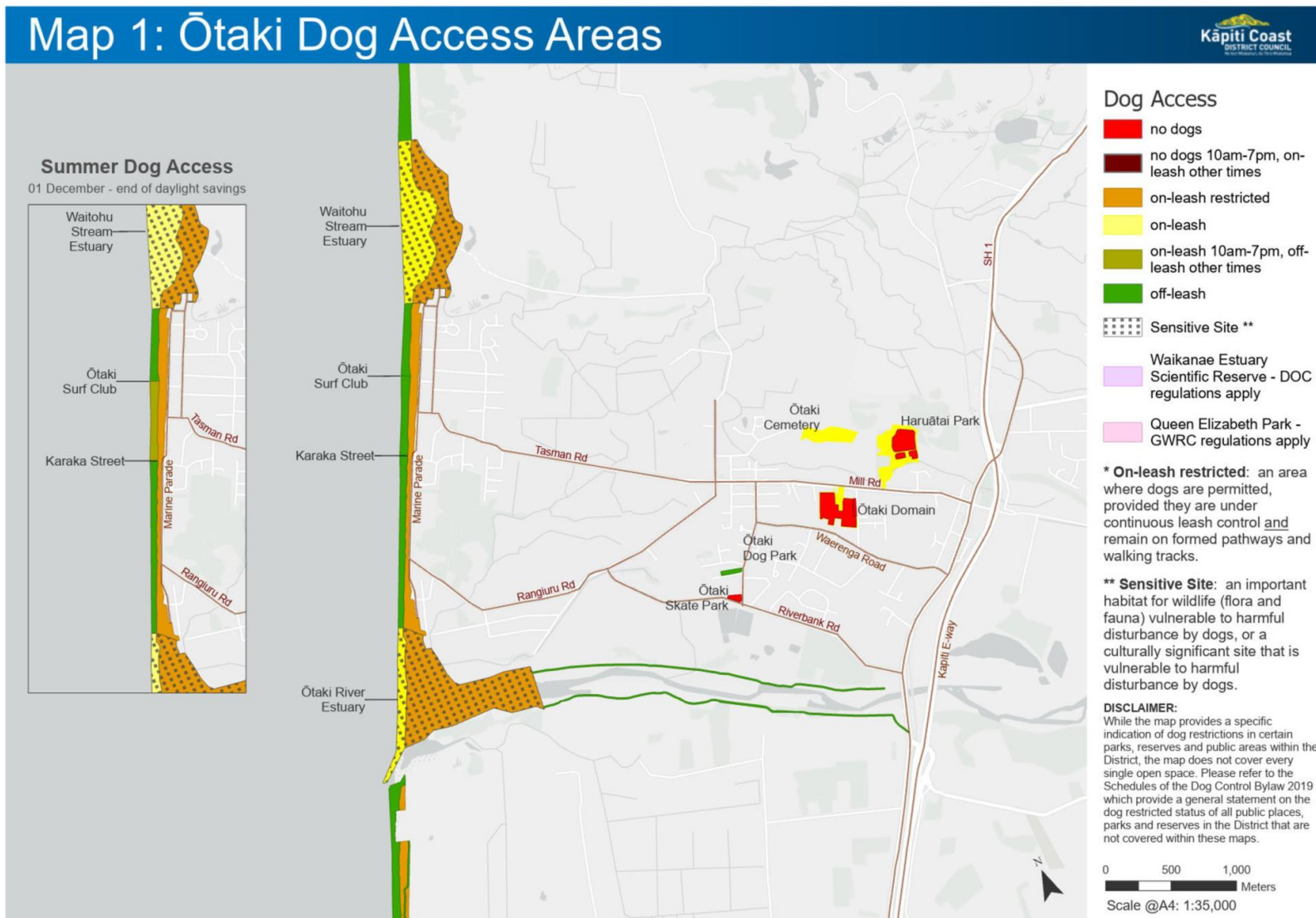


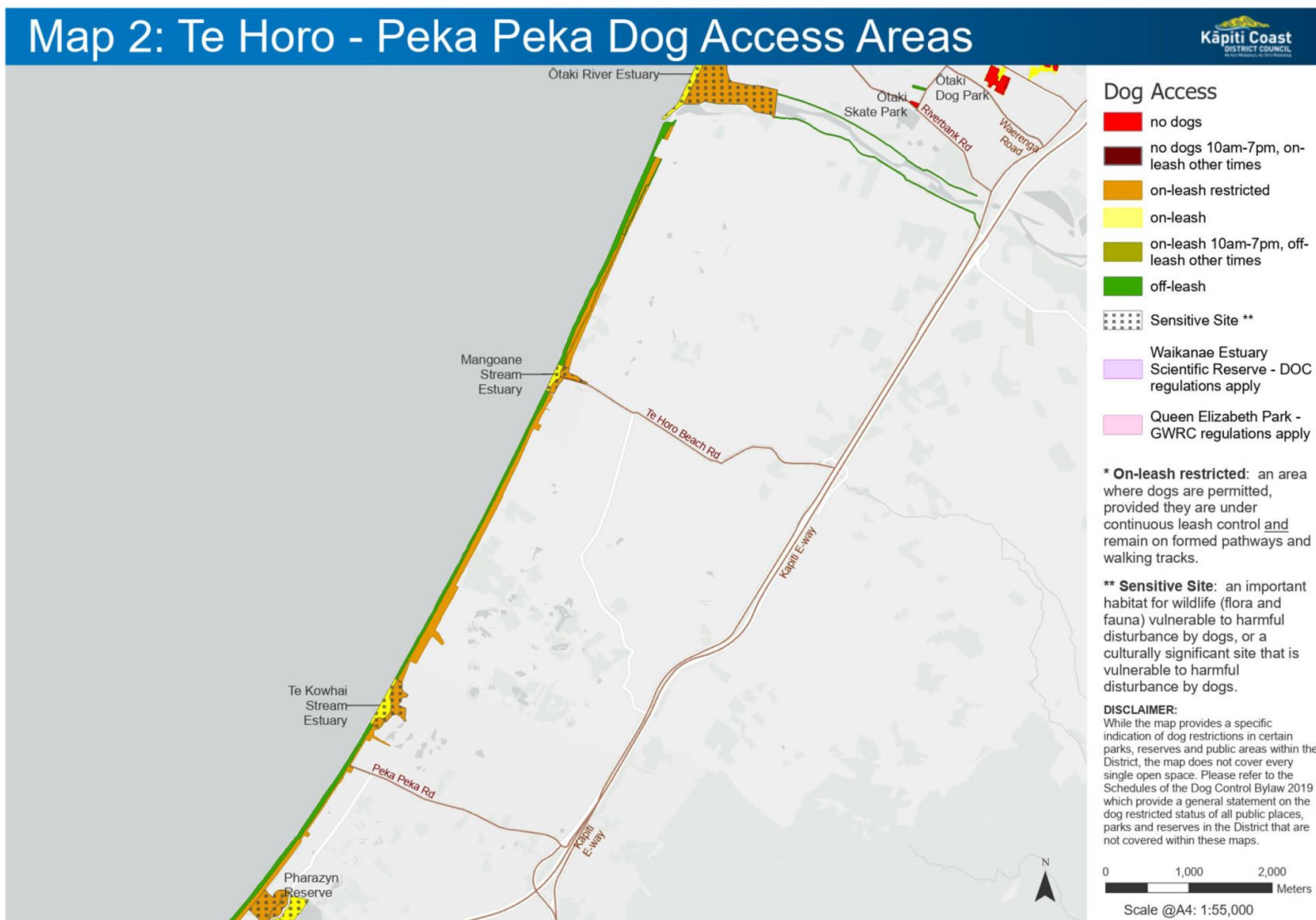
MAP 7: Paekākāriki Dog Access Areas
**PAEKĀKĀRIKI
DOG ACCESS AREAS**
**Legend**

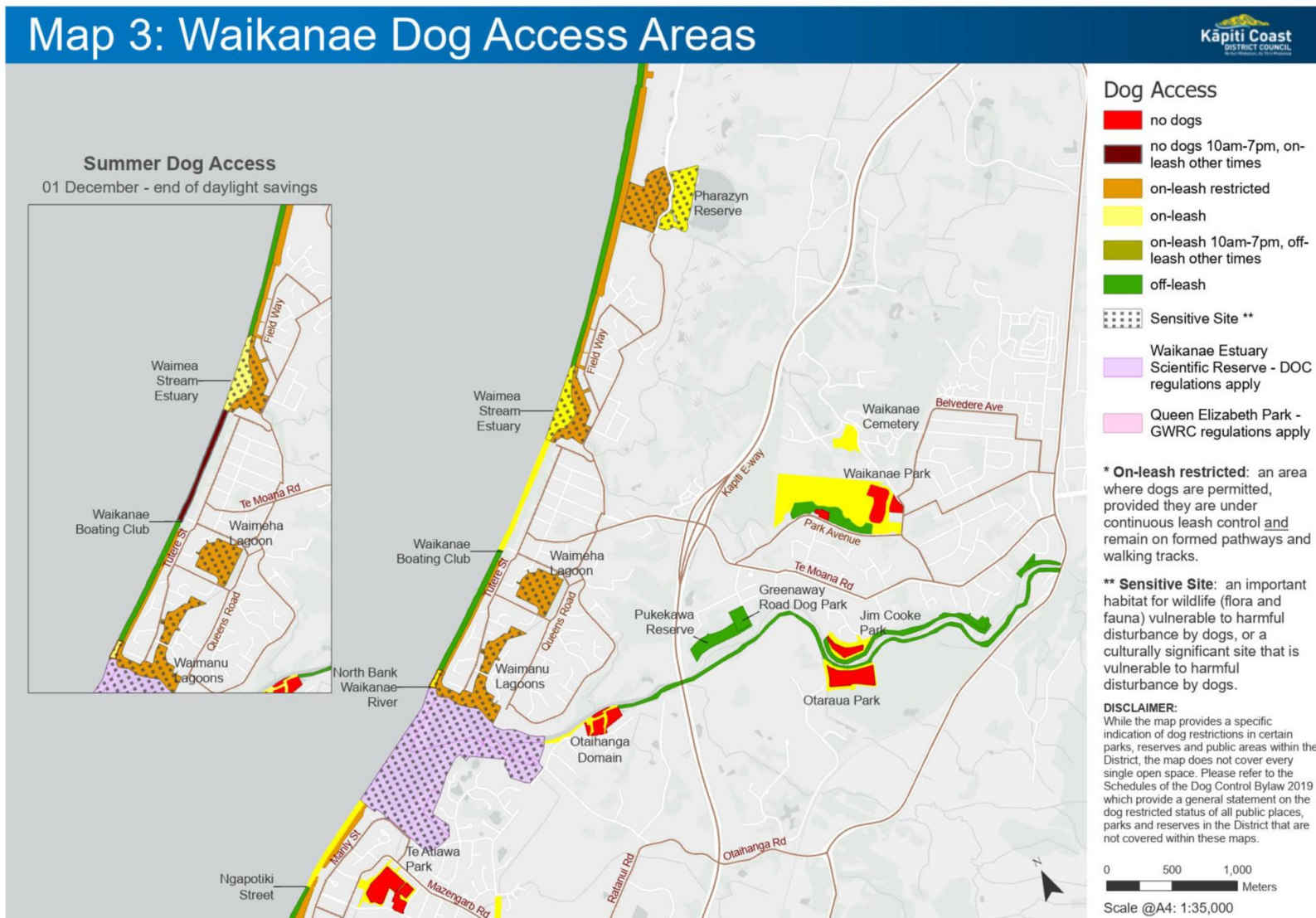
- No dogs
- On-leash restricted
- On-leash
- Off-leash
- Sensitive site
- Queen Elizabeth Park

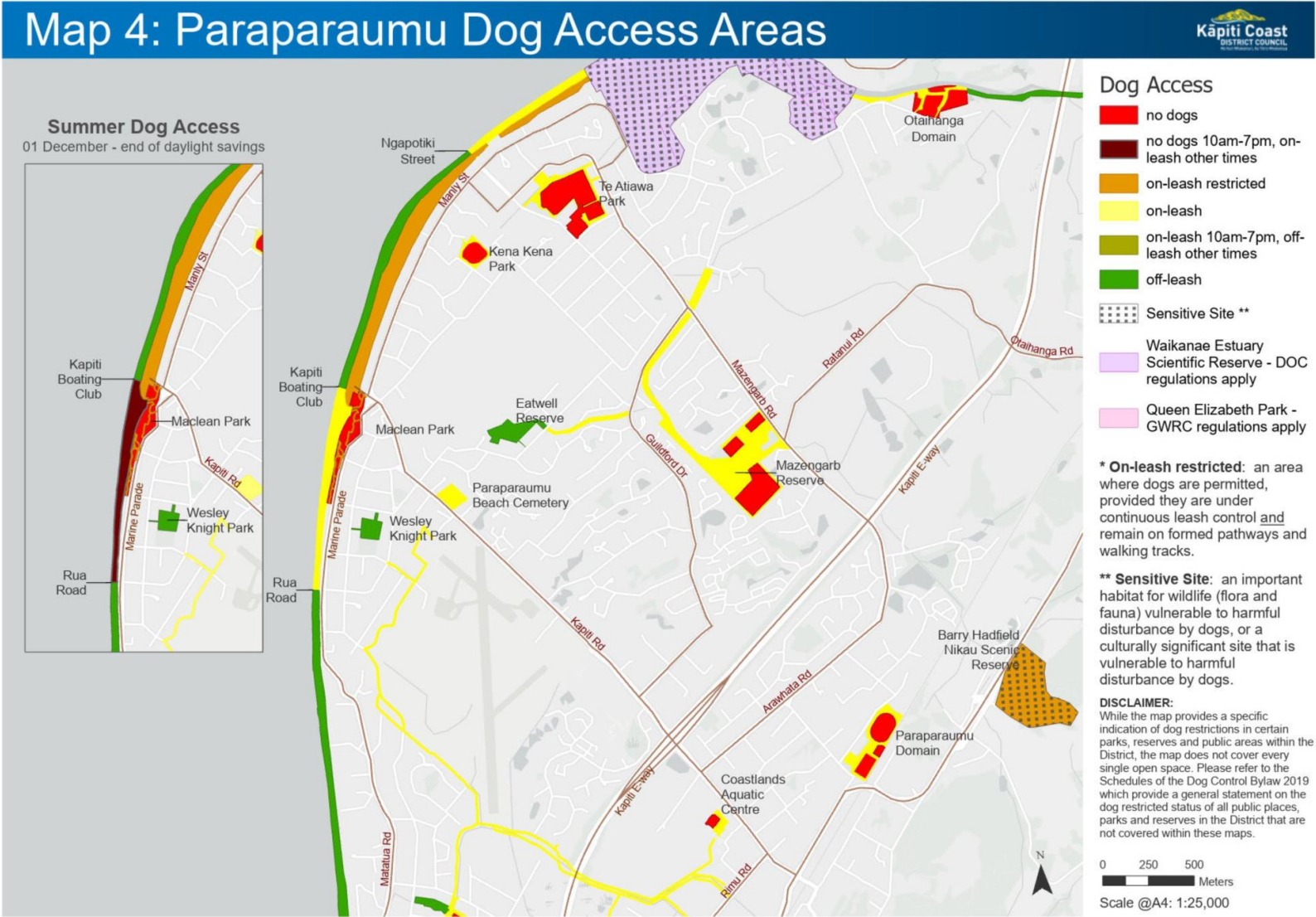
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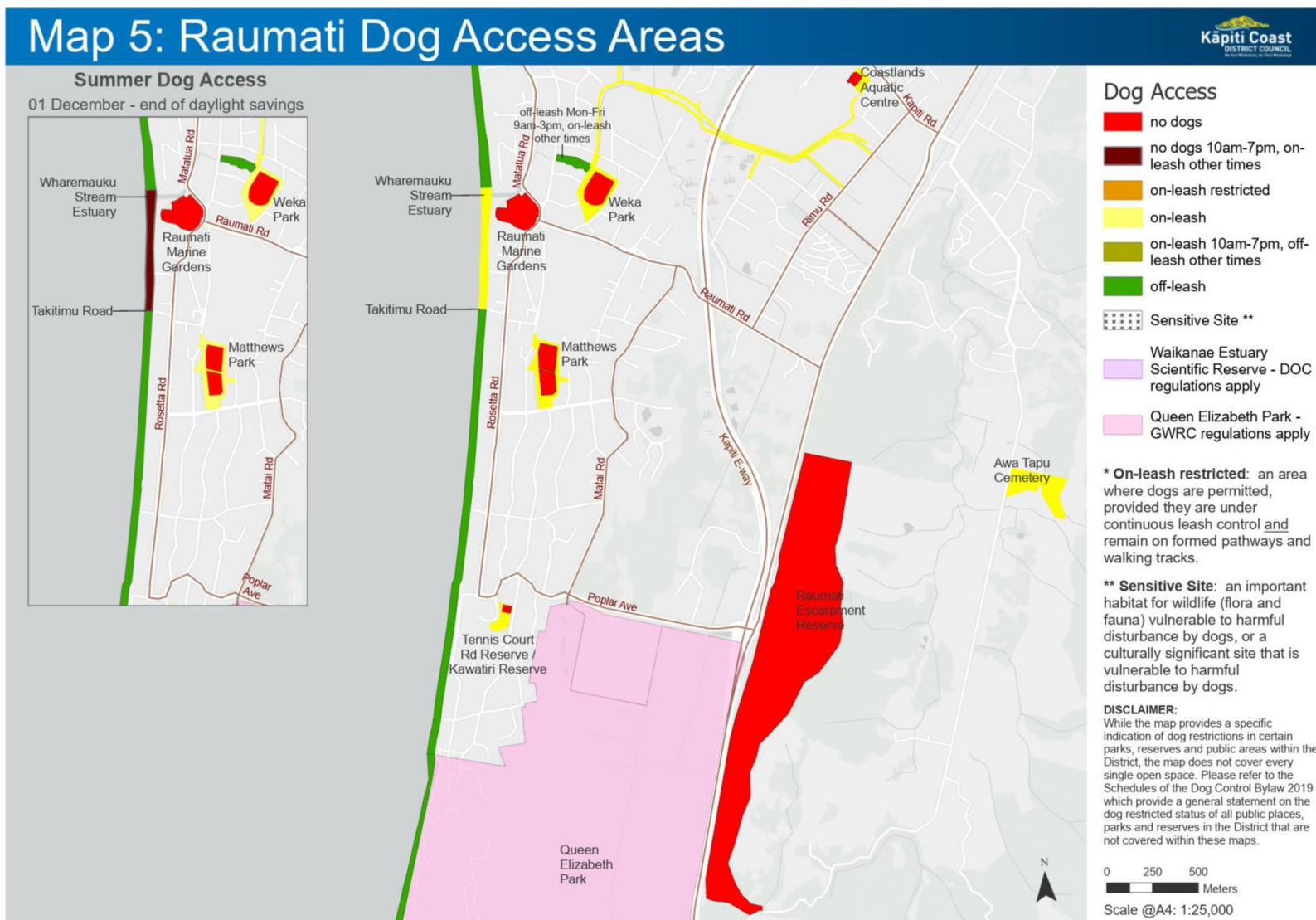


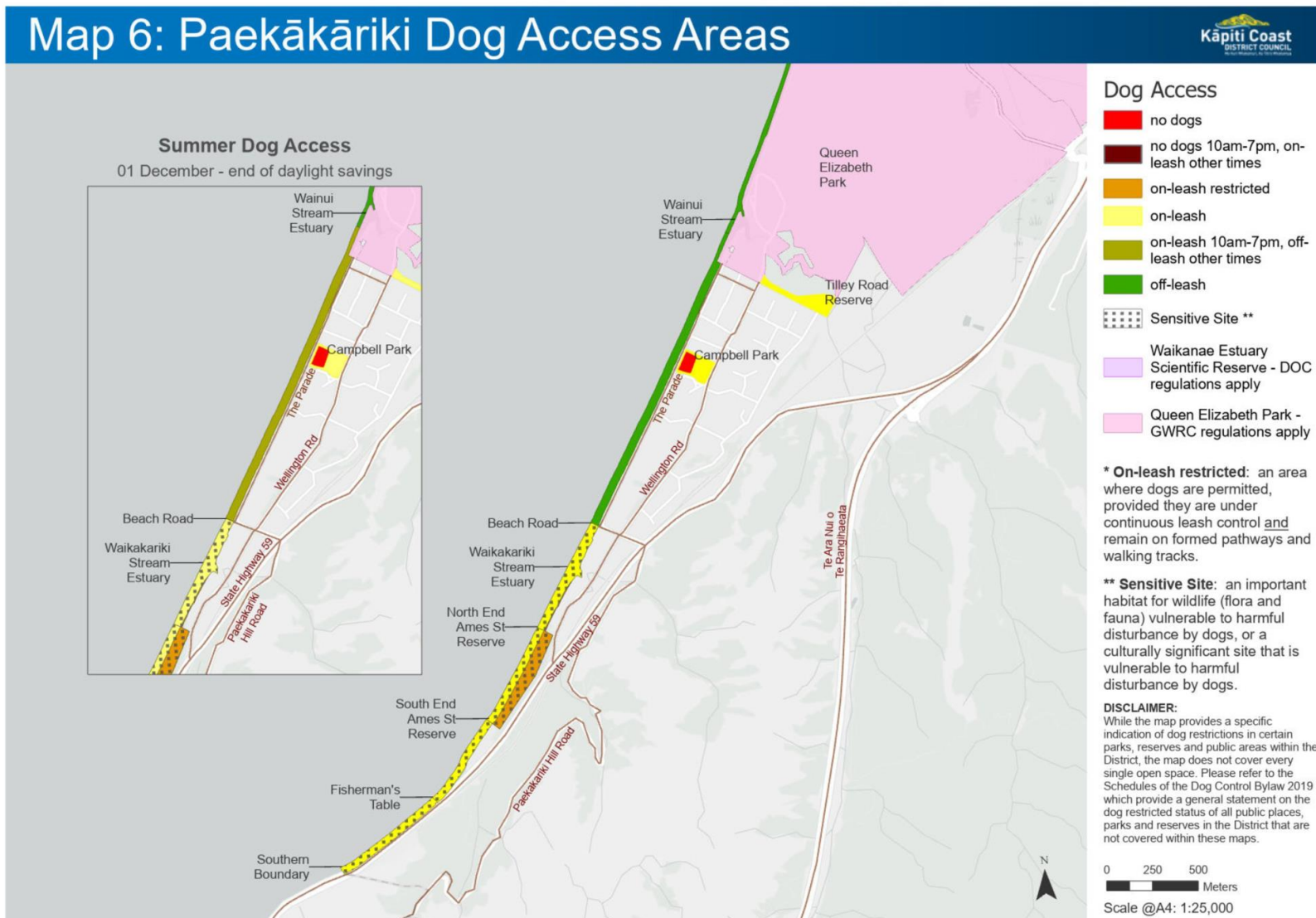












10.4 WELLINGTON REGION TRIENNIAL AGREEMENT 2022-2025

Kaituhi | Author: **Kate Coutts, Democracy Services Advisor**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

- 1 This report asks Council to:
 - 1.1 agree to enter into the Wellington Triennial Agreement 2022-2025 (the Agreement) attached in draft at Appendix 1;
 - 1.2 authorise the Mayor, on behalf of the Council, to sign the Agreement and make minor amendments following changes requested by other local authorities within the region.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

- 3 Council has the delegation and authority to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council agrees to enter into the Wellington Regional Triennial Agreement 2022-2025 as attached in draft at Appendix 1 of this report.
- B. That Council delegates to the Mayor and Chief Executive the authority to make any minor amendments required as a result of minor changes requested by other local authorities in the region as part of the adoption process.
- C. That Council authorises the Mayor, on behalf of Council, to sign the Agreement.

TŪĀPAPA | BACKGROUND

- 4 The Local Government Act 2002 (LGA) requires that all local authorities within a region must enter into a Triennial Agreement after each election (see extract of the LGA at Appendix 2). The Triennial Agreement is required to set out protocols for how the local authorities will work together for the good governance of the region and must be adopted by all authorities by 1 March 2023.
- 5 The draft Agreement was discussed at the Chief Executives' Forum on 18 November 2022 and pre-circulated to Mayors within the region for comment ahead of each Council being asked to formally adopt the document.
- 6 Each local authority takes a turn in administering the Agreement. For the previous Triennium this was the responsibility of the Wellington City Council. For the 2022-2025 Triennium the Agreement will be administered by the Carterton District Council.

HE KŌRERORERO | DISCUSSION**He take | Issues**

- 7 The Triennial Agreement is a set of protocols to assist region-wide cooperation for the duration of the Triennium.
- 8 The 2022-2025 draft Agreement builds upon the 2019-2022 Agreement, with the following changes:
 - Modernising the language of the Agreement

- Adding the Wellington Region Climate Change Working Group and the Wellington Regional Leadership Committee to the list of regional and sub-regional forums in clause 5.1(b) and 5.1(c)
 - Removing the old Wellington Regional Strategy Committee which was disestablished on 27 May 2021. Its duties and responsibilities have been taken over by the Wellington Regional Leadership Committee.
- 9 Following endorsement by each Council, the region's Mayors and the Chair of the Greater Wellington Regional Council will sign the Agreement on behalf of their authorities. Council can delegate the authority to make minor amendments to the Mayor. If any such amendments are made, Council will be notified of these changes. Council will also be advised of the final Agreement and of any changes requested by other local authorities.
- 10 Of note, the Horowhenua District is not a participant of the Greater Wellington Region and therefore is not party to this Triennial Agreement. Opportunities to partner with the Horowhenua District as part of a West Coast corridor will be explored outside of this arrangement.

Ngā kōwhiringa | Options

- 11 If the Council requests changes to the draft Agreement, the changes will be circulated for consideration by other local authorities.
- 12 It is important to note that the Agreement is not intended to be legally binding and enforceable. Its status in law is as a high-level relational document containing protocols for cooperation and consultation among local authorities.

Tangata whenua

- 13 Tangata whenua have not been consulted directly as they are not signatories of the agreement.

Panonitanga āhuarangi | Climate change

- 14 The draft Agreement identifies climate change as an area the region will work on together, as well as other areas which have subsequent impacts on climate change.
- 15 Consultation in relation to this agreement will be undertaken with the Wellington Regional Climate Change Working Group.

Ahumoni me ngā rawa | Financial and resourcing

- 16 There are no financial implications relating to this report.

Ture me ngā Tūraru | Legal and risk

- 17 There are no legal considerations relevant to this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 18 There are no policy implications from this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 19 An engagement plan is not needed to implement this decision.

Whakatairanga | Publicity

- 20 Following adoption and signing, a copy of the final Agreement will be made available on the Council website.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Appendix 1 - Draft Wellington Triennial Agreement 2022-2025 [↓](#)
2. Appendix 2 - Extract from Local Government Act 2002 [↓](#)

Wellington Regional Triennial Agreement**2022-2025****1. Scope**

- 1.1 This agreement is drafted in order to meet the requirements of section 15 of the Local Government Act 2002 (the Act).
- 1.2 The Local Government Act 2002 is intended to provide the necessary flexibility for councils to work co-operatively and collaboratively together and with other public bodies to advance community goals and to improve community wellbeing. The scope of this agreement includes the current co-operative and collaborative projects already in place in the Wellington Region and work being undertaken to establish structures and protocols associated with specific issues, and aims to build on these.

2. Purpose

- 2.1 The parties to this agreement commit to working for the good governance of their city, district or region by acting co-operatively and collaboratively. It is intended that this agreement will ensure that appropriate levels of consultation and co-ordination are maintained between the councils of the Wellington Region. It is intended that the process of arriving at this agreement, as well as its ongoing operations, should continue to strengthen regional relationships.

3. Parties to Agreement

- 3.1 The parties to this agreement are:
 - Carterton District Council
 - Greater Wellington Regional Council
 - Hutt City Council
 - Kāpiti Coast District Council
 - Masterton District Council
 - Porirua City Council
 - South Wairarapa District Council
 - Upper Hutt City Council
 - Wellington City Council
- 3.2 In accordance with the requirements of the Act, and in the spirit of collaboration that they wish to foster within the region, the parties agree to work in accordance with the protocols outlined in this agreement.

310681

4. Protocols

- 4.1 The councils of the Wellington Region will work together on issues where it is agreed that the Region and the communities within it will benefit from a regionally collaborative approach.
- 4.2 When a council has a significant disagreement with the position of others, the group will make every effort to accommodate, acknowledge or at least fairly represent the dissenting view.
- 4.3 The councils of the Wellington Region will proactively present their case to the Government and other councils from other regions to ensure that the Wellington region's interests are protected and enhanced.
- 4.4 When a significant decision or issue affects a particular council, or its population, then that council should have the lead role in formulating the Region's response.
- 4.5 Where facilities and services of significance benefit more than one district, and are intended to be funded by more than one district, those districts that intend to participate shall be involved in identifying, delivering, and funding the facility or service. One council shall take the lead for the project, appointed by the participating councils.
- 4.6 The agreement acknowledges each council's unique accountability.
- 4.7 The councils agree to act in good faith on issues of information and disclosure.
- 4.8 The councils agree to work collaboratively in an open and transparent manner.
- 4.9 The councils agree to build on work currently being undertaken within the region and to continue to address issues of co-ordination, roles and responsibilities.
- 4.10 As signatories to this agreement all councils will ensure the provision of the following:
 - a) Early notification to affected councils, through the distribution of draft documentation, of major policy discussions which may have implications beyond the boundaries of the decision-making council. This specifically includes the development of consultation policies and policies on significance.
 - b) Opportunities for all councils in the region to be involved in early consultation on the development of each other's draft Annual Plan and draft Long Term Plan and other significant policy consultation processes.
 - c) The application of a 'no surprises' policy, whereby early notice will be given over disagreements between councils concerning policy or programmes, before critical public announcements are made.

5. Consultation

5.1 Consultation in relation to this agreement will be undertaken within the following groups:

- a) A meeting of the Mayors, Regional Council Chair and the Chief Executives will occur at least once every six months to discuss general policy business and to review the performance of the agreement.
- b) Existing regional and sub-regional forums such as:
 - The Wellington Regional Mayoral Forum
 - The Joint Wairarapa Councils' Meeting
 - The Wellington Regional Transport Committee
 - LGNZ Zone Four
 - Regional Civil Defence Emergency Management
 - Wellington Regional Leadership Committee
- c) Meetings between staff as necessary to achieve communication and co-ordination on issues identified in the agreement.

5.2 Section 15(2) of the Act requires a statement of the consultation process that will apply to proposals for new Regional Council activities. The following process applies:

- a) Where a proposed new Regional Council activity is significant in terms of the Wellington Regional Council's policy on significance, the process will be as set out in s.16 of the Act.
- b) Where a proposed new Regional Council activity is not significant in terms of the Wellington Regional Council's policy on significance, the Regional Council undertakes to notify all other councils in the region prior to commencing any public consultation, in line with the principles of 'no surprises', transparency and good faith.
- c) Where the parties to this agreement are unable to agree, dispute procedures set out in s. 16 (4)-(7) of the Act will apply.

5.3 The following consultation process will apply to any change, variation, or review of the Regional Policy Statement for the Wellington region, and the preparation of any future Regional Policy statement:

- The Regional Council will seek the input of territorial authorities into the review of the Regional Policy Statement for the Wellington region.
- The Regional Council will make available to all local authorities, for discussion and development, draft copies of:

310681

- a) any change or variation of to the Regional Policy Statement;
- b) any proposed Regional Policy Statement;
- c) Territorial Authorities will be given a reasonable period of time, but not less than 30 working days, to respond to any such proposal. The Regional Council agrees to consider fully any submission and representations on the proposal made by territorial authorities within the region.

6. Other issues

- 6.1 The parties agree that, in addition to the general consultation obligations of this agreement, the councils of the Wellington region will continue to meet together in various forums to develop common and collaborative approaches on issues identified as priorities for the region.

The region faces a number of challenges over the next few years, and the councils within the Wellington region will work collaboratively in the areas of:

- Regional spatial planning including housing
- Transport
- Climate change
- Resilience
- Regional economic development
- Waste
- Reforms;
 - Three Waters
 - Resource Management Reforms
 - Future For Local Government
 - Civil Defence Emergency Management

Collaboration within the region

The Mayoral Forum will:

- Be the vehicle for oversight of projects, such as collaboration projects. Noting projects may have their own governance arrangements.
- Review existing collaboration and shared services arrangements as necessary to ensure that current arrangements remain relevant and optimal.
- Identify new opportunities for collaboration and shared services for consideration by the councils.

7. Servicing

- 7.1 The parties agree that responsibility for servicing this agreement shall be shared, with responsibility passing from local authority to local authority at the start of each triennium. Servicing involves:
- Providing those secretarial services required

- Within the limits outlined in the protocols and principles above, acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the agreement.
- 7.2 The parties agree that Carterton District Council will be the council responsible for servicing this agreement for the 2022-2025 triennium, after which it shall pass to the remaining local authorities as listed in appendix one, unless otherwise agreed.
- 7.3 The parties also agree that responsibility for servicing, and making media comment on behalf of, existing specific regional and sub-regional forums, will lie within those specific forums.
- 8. Review of the agreement**
- 8.1 The parties agree to review the terms of this agreement in accordance with s.15(4) of the Act within four weeks of a request by one of the councils made in writing to the council delegated responsibility to service the agreement.
- 9. Dispute resolution**
- 9.1 In event of a disagreement over the terms of this agreement, the parties agree to refer the issue of disagreement to arbitration for non-binding resolution. If no agreement on an arbitrator will be appointed by the President of the Wellington Branch of the New Zealand Law Society.

Appendix One: Servicing Responsibility

Party Responsible	Triennium
Masterton District Council	2007-10
Porirua City Council	2010-13
South Wairarapa District Council	2013-16
Upper Hutt City Council	2016-19
Wellington City Council	2019-22
Carterton District Council	2022-25
Greater Wellington Regional Council	
Hutt City Council	
Kāpiti Coast District Council	

Servicing involves:

- Providing those secretarial services required
- Within the limits outlined in the protocols and principles above, acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the agreement.

The responsible party should also ensure that a process is in place for the drafting, and subsequent signing, of the triennium's agreement.

This agreement is signed on this _____ day of _____ 2023, by the following on behalf of their respective councils:

Carterton District Council

Ron Mark - Mayor

Greater Wellington Regional Council

Daran Ponter - Chair

Hutt City Council

Campbell Barry - Mayor

Kāpiti Coast District Council

Janet Holborow - Mayor

Masterton District Council

Gary Caffell - Mayor

Porirua City Council

Anita Baker - Mayor

South Wairarapa District Council

Martin Connelly - Mayor

Upper Hutt City Council

Wayne Guppy - Mayor

Wellington City Council

Tory Whanau - Mayor

EXTRACT FROM LOCAL GOVERNMENT ACT 2002**15 Triennial agreements**

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
 - (a) protocols for communication and coordination among the local authorities; and
 - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
 - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
 - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
 - (a) the inconsistency; and
 - (b) the reasons for the inconsistency; and
 - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).
- (7) As soon as practicable after making any decision to which subsection (6) applies, the local Authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection.

10.5 REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS

Kaituhi | Author: **Kate Coutts, Democracy Services Advisor**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

- 1 This report presents reports and recommendations considered by Standing Committees and Community Boards from 2 February 2023 to 14 February 2023.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required.

TE TUKU HAE PAPA | DELEGATION

- 3 The Council has the authority to consider recommendations made from Standing Committees and Community Boards to the Council.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council receives this report.
- B. That the Council considers the following recommendations from the Paraparaumu Community Board meeting on 14 February 2023:
 - That the Paraparaumu Community Board asks Kāpiti Coast District Council to stop work on the Te Uruhi Gateway Development at MacLean Park and abandon this project.
 - That Council consider remunerating Community Board members for attending committee and subcommittee meetings.

TŪĀPAPA | BACKGROUND

- 4 During the period of 2 February 2023 to 14 February 2023, Standing Committee and Community Board meetings took place on the following dates:

Social Sustainability Subcommittee	2 February 2023
Paekākāriki Community Board	7 February 2023
Climate and Environment Subcommittee	9 February 2023
Paraparaumu Community Board	14 February 2023

- 5 Items discussed at each of the meetings listed in paragraph 4 are noted below:
 - 5.1 On 2 February 2023 the Social Sustainability Subcommittee met to discuss:
 - Update: Forward Work Programme
 - Update: Age Friendly Approach
 - Update: Ōtaki Social investment
 - 5.2 On 7 February 2023 the Paekākāriki Community Board met to discuss:
 - Update: Replacement of Township Stormwater Outfill
 - Update: Proposed Weigh Station/Commercial Vehicle Safety Centre - Waka Kotahi

- Adoption of Standing Orders 2022-2025
- Elected Members Remuneration, Expenses and Allowances Policy
- Confirmation of minutes
- Matters under action

5.3 On 9 February 2023 the Climate and Environment Subcommittee met to discuss:

- Update: Takutai Kāpiti Project
- Climate Emergency Action Report Update

5.4 On 14 February 2023 the Paraparaumu Community Board met to discuss:

- Update: Maclean Park Refresh – Stage 2
- Paraparaumu Bus Stop Upgrades
- Adoption of Standing Orders 2022-2025
- Elected Members Remuneration, Expenses and Allowances Policy
- Confirmation of minutes
- Matters under action

6 In addition, the follow meetings took place:

Kāpiti Coast Youth Council	30 January 2023
Te Whakaminenga o Kāpiti	14 February 2023

7 Details with regards to the discussion items of the meetings listed in paragraph 6 are noted below:

7.1 On 30 January 2023, the Kāpiti Youth Council met to discuss:

- Work Ready Kāpiti – Youth Council Rep on the board and mentorship programme
- Cr Handford and Raumati Community Board Chair requested input into the new vision for Raumati
- Festival for the Future
- Planning for the Councillor Breakfast
- Pickle Pot be-in
- KYS/Youth Council mixer

7.2 On 14 February 2023, Te Whakaminenga o Kāpiti met to discuss:

- Request for Nomination of Artist Iwi Representative for the Public Art Panel
- Iwi Updates from Te Ātiawa ki Whakarongotai, Nga Hapū o Ōtaki and Ngati Toa
- Treaty Settlements – Overview from each iwi
- Update: Recruitment Process for Mana Whenua Representative on the Risk and Assurance Committee and Grant Allocation Committee
- Update: Review of the Memorandum of Partnership
- Update: Age Friendly Strategy and Action Plan Development

HE KŌRERORERO | DISCUSSION

He take | Issues

- 8 Within the reports and recommendations considered by Standing Committees and Community Boards from 2 February 2023 to 14 February 2023, there were two recommendations made to Council.
- 8.1 The two recommendations were part of the Paraparaumu Community Board meeting on 14 February 2023 in relation to the remuneration of community board members appointed to committees and subcommittees, as well as a request to cease the Te Uruhi Gateway Development.
- 8.2 The recommendations were:
- 8.2.1 That the Paraparaumu Community Board asks Kāpiti Coast District Council to stop work on the Te Uruhi Gateway Development at MacLean Park and abandon this project.
- 8.2.2 That Council consider remunerating community board members for attending committee and subcommittee meetings.
- 9 Council Officers note that:
- 9.1 Council will consider Te Uruhi Gateway Project at an upcoming meeting.
- 9.2 Council last considered the Elected Members' Remuneration and Positions of Responsibility on 24 November 2022. The Remuneration Authority has yet to gazette its amended determination as a result of that decision. The Remuneration Authority also releases a new determination annually with the next one expected in July 2023.

Ngā kōwhiringa | Options

- 10 Options are not required for this report.

Tangata whenua

- 11 There are no additional tangata whenua considerations relevant to this report. The reports and topics considered by Te Whakaminenga o Kāpiti are listed above.

Panonitanga āhuarangi | Climate change

- 12 There are no climate change considerations relevant to this report.

Ahumoni me ngā rawa | Financial and resourcing

- 13 There are no financial and resourcing considerations relevant to this report.

Ture me ngā Tūraru | Legal and risk

- 14 There are no legal considerations relevant to this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 15 This report has no current or future impact on Council policies.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 16 An engagement plan is not required for this report.

Whakatairanga | Publicity

- 17 No publicity is required with regards to this report.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

10.6 DELEGATION OF POWER TO GRANT LEAVE OF ABSENCE

Kaituhi | Author: **Fiona Story, Senior Advisor Democracy Services**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

- 1 The purpose of this report is for Council to consider delegating the power to grant Elected members a leave of absence to the Mayor.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required for this report.

TE TUKU HAE PAPA | DELEGATION

- 3 Council has the ability to delegate the power to grant a leave of absence to the Mayor.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council delegate the power to grant Elected Members a leave of absence to Mayor Janet Holborow.

TŪĀPAPA | BACKGROUND

- 4 On 24 November 2022 the Council adopted an updated version of the standing orders by resolution.
- 5 Under both the updated version of the standing orders and under the previous version of standing orders Council can delegate the power to grant Elected Members a leave of absence to the Mayor.
- 6 In past triennia this power has been delegated to the previous Mayor.

HE KŌRERORERO | DISCUSSION

- 7 Standing order 13.3 provides that the Council may delegate to the Mayor the power to grant a leave of absence to members:

13.3 Te tuku tamōtanga | Leave of absence

A council may grant a member leave of absence following an application from that member. The Council may delegate the power to grant a leave of absence to the Mayor in order to protect a members' privacy and the Council may approve an application from the Mayor. The Mayor will advise all members of the council whenever a member has been granted a leave of absence under delegated authority. Meeting minutes will record that a member has a leave of absence as an apology for that meeting.

- 8 Delegating this power to the Mayor has the following benefits:
 - 8.1 allows administrative efficiency as this can be dealt with in between meetings and acknowledges the reality that a leave of absence may need to be sought at short notice, for example in the event of illness or bereavement.
 - 8.2 Protects the privacy of members.

He take | Issues

- 9 There are no issues to consider.

Ngā kōwhiringa | Options

- 10 There are two options:
- 10.1 Delegate to the Mayor the power to grant a leave of absence to members.
 - 10.2 Leave the power to grant a leave of absence to members with the full Council.

Tangata whenua

- 11 There are no tangata whenua considerations.

Panonitanga āhuarangi | Climate change

- 12 There are no climate change considerations.

Ahumoni me ngā rawa | Financial and resourcing

- 13 There are no financial and resourcing issues.

Ture me ngā Tūraru | Legal and risk

- 14 There are no legal and risk considerations.

Ngā pānga ki ngā kaupapa here | Policy impact

- 15 There are no policy impacts to consider.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 16 There are no engagement planning considerations.

Whakatairanga | Publicity

- 17 This is an administrative matter and no publicity is required.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**11.1 CONFIRMATION OF MINUTES**

Author: Anna Smith, Democracy Services Advisor

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Council meeting of 26 January 2023 be accepted as a true and correct record.

APPENDICES

1. Council Meeting Minutes - 26 January 2023 [↓](#)

COUNCIL MEETING MINUTES

26 JANUARY 2023

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
HUI KAUNIHERA | COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 26 JANUARY 2023 AT 9:36AM**

PRESENT: Mayor Janet Holborow, Deputy Mayor Lawrence Kirby, Cr Glen Cooper, Cr Martin Halliday, Cr Sophie Handford, Cr Rob Kofoed, Cr Jocelyn Prvanov, Cr Kathy Spiers, Cr Shelly Warwick, Cr Nigel Wilson

IN ATTENDANCE: Andre Baker, Huriwai Paki, Denise Hapeta, Darren Edwards, Nienke Itjeshorst, Ewen Church, Kris Pervan, Mike Mendonça, James Jefferson, Anna Smith, Kate Coutts, Steffi Haefeli, Michael Moore, Bede Laracy, Cam Butler, Ron Minnema, Glen O'Connor, Darryn Grant
Online via Zoom: Janice McDougall, Sarah Wattie

WHAKAPĀHA | APOLOGIES: Waikanae Community Board Chair Richard Mansell

LEAVE OF ABSENCE: Cr Liz Koh

1 NAU MAI | WELCOME

The Mayor welcomed everyone to the meeting, and Andre Baker opened the meeting with karakia.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

Cr Halliday read the Council blessing.

3 WHAKAPĀHA | APOLOGIES**APOLOGY****RESOLUTION CO2023/1**

Moved: Cr Jocelyn Prvanov

Seconder: Cr Sophie Handford

That the apology received from Waikanae Community Board Chair Richard Mansell be accepted.

CARRIED**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none.

5 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

There were none.

6 NGĀ WHAKAWĀ | HEARINGS

There were none.

COUNCIL MEETING MINUTES

26 JANUARY 2023

7 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

There were none.

8 MEMBERS' BUSINESS

(a) Leave of Absence – There were none.

The meeting was adjourned at 9:44am due to there being a matter of an urgent nature and some time was needed to prepare for this matter. The meeting resumed at 9:57am.

(b) Matters of an Urgent Nature

MATTER OF AN URGENT NATURE - APPOINTMENT OF MANA WHENUA REPRESENTATIVES

The Mayor introduced the matter, and Janice McDougall, Group Manager People and Partnerships answered members questions.

RESOLUTION CO2023/2

Moved: Cr Nigel Wilson

Seconder: Deputy Mayor Lawrence Kirby

- A. That Council appoint Andre Baker, Janine Huxford and Christopher Gerretzen as the representatives for Ātiawa ki Whakarongotai to attend Council (speaking rights only), Strategy, Operations and Finance Committee, Social Sustainability Subcommittee, the Climate and Environment Subcommittee meetings in line with the formally adopted Governance Structure and Delegations 2022-2025. The three representatives will alternate attendance.
- B. That Council note that Te Ātiawa ki Whakarongotai will return to Te Whakaminenga o Kāpiti as a result of the review conducted by Te Ātiawa ki Whakarongotai Charitable Trust presented to Council in June 2022.
- C. That Council note that remuneration for mana whenua representatives was confirmed in the Governance Structure and Delegations document, as agreed by Council on 24 November 2022.

CARRIED

9 TE PŪRONGO A TE KORORMATUA | MAYOR'S REPORT

The Mayor's report was tabled.

Appendices

1 Mayoral Activities - November 2022 to January 2023

COUNCIL MEETING MINUTES

26 JANUARY 2023

10 PŪRONGO | REPORTS**10.1 FEES FRAMEWORK FOR NON-ELECTED MEMBERS 2022-2025 TRIENNIUM**

Steffi Haefeli, Manager Democracy Services and Janice McDougall, Group Manager People and Partnerships, spoke to the report and answered members questions.

Cr Cooper introduced a procedural motion to leave this to lie on the table so that the item can be workshopped and developed further, which was lost.

RESOLUTION CO2023/3

Moved: Cr Nigel Wilson

Seconder: Cr Rob Kofoed

That Council approves the updated Non-Elected Members Fees Framework as attached in Appendix 1.

For: Crs Martin Halliday, Sophie Handford, Janet Holborow, Lawrence Kirby, Rob Kofoed, Kathy Spiers, Shelly Warwick, and Nigel Wilson

Against: Crs Glen Cooper and Jocelyn Prvanov

CARRIED 8/2

CARRIED

LIE ON THE TABLE**MOTION**

Moved: Cr Glen Cooper

Seconder: Cr Jocelyn Prvanov

That the item of business, 10.1 Fees Framework for Non-Elected Members 2022-2025 being discussed should lie on the table and not be discussed further at this meeting.

For: Crs Glen Cooper and Jocelyn Prvanov

Against: Crs Martin Halliday, Janet Holborow, Lawrence Kirby, Rob Kofoed, Liz Koh, Sophie Handford, Kathy Spiers, Shelly Warwick, and Nigel Wilson

LOST 2/9

10.2 ELECTED MEMBERS' REMUNERATION, EXPENSES AND ALLOWANCES POLICY

Steffi Haefeli spoke to the report and answered members questions.

RESOLUTION CO2023/4

Moved: Cr Martin Halliday

Seconder: Cr Sophie Handford

That Council adopts the Elected Members' Remuneration, Expense and Allowances Policy in Appendix 1 – Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025.

CARRIED

COUNCIL MEETING MINUTES

26 JANUARY 2023

10.3 WAKA KOTAHI INVESTMENT (PROCEDURAL) AUDIT REPORT

Glen O'Connor, Transition Manager – 3 Waters, took the report as read and answered members questions. Members congratulated staff for the Waka Kotahi Audit Report results.

RESOLUTION CO2023/5

Moved: Cr Martin Halliday

Seconder: Deputy Mayor Lawrence Kirby

That Council notes the findings from the October 2022 Waka Kotahi Investment (Procedural) Audit report.

CARRIED

10.4 REVOCATION OF SPEED LIMITS BYLAW 2015 (AMENDED 2021)

Ron Minnema, Transport Safety Lead, and Glen O'Connor, Transition Manager – 3 Waters took the report as read and answered members questions.

RESOLUTION CO2023/6

Moved: Cr Nigel Wilson

Seconder: Cr Sophie Handford

That Council receives the 'Revocation of Speed Limits Bylaw 2015 (amended 2021)' report, and resolves to revoke the Speed Limits Bylaw 2015 (amended 2021).

CARRIED

10.5 CONFIRMATION OF COMMUNITY BOARD REPRESENTATIVES

Steffi Haefeli spoke to the report, noting that there were additional representatives that had been nominated by the Ōtaki and Waikanae Community Boards after the agenda had been published, and that an amended recommendation has been prepared to reflect this if Council was agreeable to make further appointments Ms Haefeli answered members questions.

RESOLUTION CO2023/7

Moved: Cr Martin Halliday

Seconder: Cr Shelly Warwick

That Council, in line with the formally adopted Governance Structure and Delegation 2022-2025, confirm the following Community Board representatives to Council and its committees and subcommittees as set out below and effective from the date of this meeting on 26 January 2023:

Committee/Subcommittee	Community Board and Name(s) of Representative(s)
Council – speaking rights only	Paraparaumu Community Board – Glen Olsen
	Raumatī Community Board – Bede Laracy
	Waikanae Community Board – Richard Mansell
	Paekākāriki Community Board – Sean McKinley and Kelsey Lee as alternate
	Ōtaki Community Board – Cam Butler and Simon Black as alternate
Strategy, Operations and	Paraparaumu Community Board – Glen Olsen

COUNCIL MEETING MINUTES

26 JANUARY 2023

Finance Committee – speaking rights only	Raumati Community Board – Bede Laracy
	Waikanae Community Board – Michael Moore
	Paekākāriki Community Board – Sean McKinley and Kelsey Lee as alternate
	Ōtaki Community Board – Simon Black and Jackie Elliott as alternate
Social Sustainability Subcommittee – full voting rights	Paraparaumu Community Board – Guy Burns
	Raumati Community Board – Johnny Best
	Paekākāriki Community Board – Sorchia Ruth
	Ōtaki Community Board – Jackie Elliott and Cam Butler as alternate
Climate and Environment Subcommittee – full voting rights	Paraparaumu Community Board – Glen Olsen
	Raumati Community Board – Tim Sutton
	Paekākāriki Community Board – Christian Judge
	Ōtaki Community Board – Simon Black and Cam Butler as alternate
	Waikanae Community Board – Michael Moore
Risk and Assurance Committee – speaking rights only	Paraparaumu Community Board – Bernie Randall
	Waikanae Community Board – Richard Mansell
	Paekākāriki Community Board – Sean McKinley
	Ōtaki Community Board – Cam Butler and Simon Black as alternate
Grants Allocation Committee Waste Levy Programme – full voting rights	Paraparaumu Community Board – Bernie Randall
	Raumati Community Board – Tarn Sheerin
	Waikanae Community Board – Tonchi Begovich
	Paekākāriki Community Board – Sean McKinley
	Ōtaki Community Board – Chris Papps and Cam Butler as alternate
CARRIED	

The meeting adjourned at 11:01 am and resumed at 11:21 am.

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

11.1 CONFIRMATION OF MINUTES

RESOLUTION CO2023/8

Moved: Cr Nigel Wilson

Seconder: Cr Rob Kofoed

That the minutes of the Council meeting of 24 November 2022 be accepted as a true and correct record.

That the minutes of the Council meeting of 8 December 2022 be accepted as a true and accurate record.

CARRIED

COUNCIL MEETING MINUTES

26 JANUARY 2023

12 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

13 PUBLIC EXCLUDED REPORTS

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION CO2023/9

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Sophie Handford

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
12.1 - Confirmation of Public Excluded Minutes	Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
13.1 - Strategic Property Update	Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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

CARRIED**RESOLUTION CO2023/10**

Moved: Cr Nigel Wilson

Seconder: Cr Martin Halliday

That the Kaunihera | Council moves out of a public excluded meeting.

CARRIED

COUNCIL MEETING MINUTES**26 JANUARY 2023**

The Kaunihera | Council meeting went into public excluded session at 11:27am.

The Kaunihera | Council came out of public excluded session at 12:32pm.

The Kaunihera | Council meeting closed at 12:33pm.

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HEAMANA | CHAIRPERSON

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION

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.

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13.1 - Appointment of the Chair and Independent Member of the Risk and Assurance Committee	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
13.2 - Property Update	Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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