



RĀRANGI TAKE AGENDA

Hui Kaunihera | Council Meeting

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

Te Rā | Date: Thursday, 27 April 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 27 April 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

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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 ELECTORAL OFFICER'S REPORT ON LOCAL BODY ELECTIONS 2022

Kaituhi | Author: **Steffi Haefeli, Manager Democracy Services**

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

TE PŪTAKE | PURPOSE

- 1 This report asks the Council to note the attached Election Services Report on the 2022 Triennial Elections from Kāpiti Coast District Council's appointed electoral officer, Dale Ofsoske of Election Services.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

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

TE TUKU HAEPAPA | DELEGATION

- 3 Council has the delegation to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council receives the attached Election Services Report on the 2022 Triennial Elections from Electoral Officer, Dale Ofsoske.
- B. That Council notes the Electoral Officer's advice that the the following electoral issues will need to be considered by Council in the 2023/24 financial year:
 - B.1 a decision on whether to retain the single transferable vote electoral system
 - B.2 a decision on whether to establish a Māori ward, the latter if established would trigger a representation review in 2024.

TŪĀPAPA | BACKGROUND

- 4 Up to and including the 2019 local government elections, Kapiti Coast District Council was part of an increasingly small group of councils that managed and delivered electoral services, including vote processing, in-house.
- 5 In early 2022, an operational decision was made to outsource delivery of electoral services for the 2022 local government election to Election Services Ltd, based on increased risks associated with in-house delivery including:
 - 5.1 Concerns about the ability to resource delivery of the elections given COVID-19 pandemic pressures on council staff workloads and work programmes and anticipated challenges in recruiting additional temporary staff for vote processing;
 - 5.2 Lack of availability of a local venue for vote processing that met security requirements and was also large enough to accommodate any physical distancing measures required;
 - 5.3 Business continuity risks around council capacity and capability to respond to disruptions during the voting period ie: COVID-19 alert level changes/lockdowns
 - 5.4 Ongoing concerns about the vulnerability of the technology used for vote processing
- 6 In addition, officers recommended the Council appoint Dale Ofsoske, director of Election Services, to the role of Electoral Officer, to ensure clear accountability relating to provision of electoral services.

- 7 The other main benefits to Council in contracting out its Electoral Officer role to Election Services are:
- 8 17.1 the ability to free up existing Council staff to concentrate on their core work requirements, and
- 9 17.2 using the services of an Electoral Officer who is independent, impartial and possesses a wealth of experience to ensure a smooth and successful election that meets legislative requirements.
- 10 On 26 May 2022 Council resolved to appoint Dale Ofoske, Independent Election Services Ltd, as the Electoral Officer in accordance with section 12 of the Local Electoral Act 2001.

HE KŌRERORERO | DISCUSSION

- 11 The 2022 triennial local body elections occurred on Saturday 8 October 2022, and the attached report from Dale Ofoske, Independent Election Services summarises the electoral processes as well as some upcoming electoral matters that Council may wish to consider.

He take | Issues

- 12 The Kāpiti Coast District Council's 2022 triennial elections were conducted meeting all legislative and practical requirements and significant issues or concerns arose.

Ngā kōwhiringa | Options

- 13 There are several electoral matters that will impact the next triennial local body elections to be held in 2025 that Council may wish to note and consider during the 2023/24 year:
 - 13.1 Whether Council retains the single transferrable vote electoral system or adopts the first past the post electoral system for the 2025 triennial elections. Council officers will bring a report to Council to consider this matter in June or July 2023
 - 13.2 Whether Council establishes a Māori ward for the 2025 triennial elections. Council Officers have provided elected members and mana whenua with information on this matter, requesting early input from mana whenua to guide consideration on the approach. Further briefings and reports are planned in the coming months with a view to facilitate a decision by the end of the calendar year.
 - 13.3 Whether to undertake representation review in 2024. A representation review was conducted ahead of the 2022 Elections. As such, a representation review will not be required until 2027 unless a decision is made to establish a Māori ward, in which case a representation review will be required in 2024 for the 2025 triennial elections.
- 14 These options will be addressed in future reports to be brought before Council throughout 2023 and 2024.

Tangata whenua

- 15 Mana whenua partners have been provided with information on what is entailed in the consideration of establishing a Māori ward and further conversations are planned to take place between mana whenua representatives at the next Te Whakaminenga o Kāpiti meeting on 9 May 2023. The position of Council's mana whenua partners on establishing a Māori ward and appropriate approach will be discussed with councillors at a briefing in late May/June.

Panonitanga āhuarangi | Climate change

- 16 There are no climate change considerations.

Ahumoni me ngā rawa | Financial and resourcing

The total cost of Independent Election Services delivering the elections for Kāpiti Coast District Council was \$198,527 (excluding GST and excluding costs met by Greater Wellington Regional Council). These costs are within the total budget for the 2022 elections. A more detailed analysis of costs and benefits will be completed to inform consideration of whether to maintain an outsourcing approach for the 2025 local government election.

Ture me ngā Tūraru | Legal and risk

- 17 Local authority elections present a high degree of risk due to the systems and processes required to ensure that all statutory requirements are met. All legislative requirements were met for the 2022 elections and no legal concerns or issues have been raised.

Ngā pānga ki ngā kaupapa here | Policy impact

- 18 There are no policy impacts.

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

- 19 No engagement planning is required.

Whakatairanga | Publicity

- 20 As this is a noting report, there are no decisions that will need to be communicated with the public.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Election Services Report on the 2022 Triennial Elections [↓](#)

Election Services

Level 2, 198 Federal Street, Auckland
PO Box 5135, Wellesley Street
Auckland 1141
Phone: 64 9 973 5212
Email: info@electionservices.co.nz

Report to the
Kāpiti Coast District Council
regarding the

2022 Triennial Elections

From the
Electoral Officer

14 April 2023



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Outline

The 2022 local government triennial elections occurred on Saturday 8 October 2022. The elections for Kāpiti Coast District Council and Greater Wellington Regional Council were conducted satisfactorily and on time and met all legislative and practical requirements.

This report summarises the electoral process.

Background

Local government elections are required every three years, with the 2022 election occurring on Saturday 8 October 2022. The conduct of these elections is prescribed by legislation and regulation to ensure public confidence and electoral integrity are maintained.

The following preliminary actions/decisions were made:

- (i) in 2020, Council resolved to retain the STV (single transferable voting) electoral system for the 2022 triennial election. The Greater Wellington Regional Council similarly retained the STV electoral system;
- (ii) during 2021, Council undertook a representation arrangements review (a review of wards, boundaries, number of councillors etc). The final proposal comprised the mayor, three councillors elected 'at large', seven councillors from four wards and 20 community board members from five community boards.
- (iii) postal voting to be used;
- (iv) the random order of candidate names to be used for Kāpiti Coast District Council and Greater Wellington Regional Council;
- (v) no election was required for the Capital and Coast District Health Board.

The electoral officer appointed for Kāpiti Coast District Council is Dale Ofsoske of Election Services, with special assistance provided by Katrina Shieffelbein from the Council.

With the 2022 elections now complete, this report details the various electoral processes undertaken, together with election statistics for the information of Council.

Narrative

Elections Required

Elections were undertaken for:

Kāpiti Coast District Council

- Mayor (elected 'at large')
- Councillors (10)
 - 'at large' (3)
 - Ōtaki Ward (1)
 - Paekākāriki-Raumati Ward (1)
 - Paraparaumu Ward (3)
 - Waikanae Ward (2)
- Community board members (20)
 - Ōtaki Community Board (4)
 - Paekākāriki Community Board (4)
 - Paraparaumu Community Board (4)

- Raumati Community Board (4)
- Waikanae Community Board (4)
- Greater Wellington Regional Council Members (1 member from the Kāpiti Coast Constituency)

Election Timetable

Key election functions and dates were:

Nomination period

15 July – 12 August 2022

Inspection of Preliminary Electoral Roll

15 July – 12 August 2022

Delivery of voting mailers

16-21 September 2022

Special voting/early processing

16 September – 8 October 2022

Election day

8 October 2022

Preliminary count

9 October 2022

Official count

9-14 October 2022

Return of Electoral Donations & Expenses Form

by 9 December 2022

Electoral Roll

The electoral roll comprises two parts, the Residential Electoral Roll and the Ratepayer Electoral Roll.

The Residential Electoral Roll contains parliamentary electors, whose details are supplied by the Electoral Commission.

Each territorial authority is responsible for compiling its own non-resident Ratepayer Electoral Roll.

To compile the Ratepayer Electoral Roll, two actions are required:

- (i) a nationwide advertising campaign on the criteria of ratepayer elector qualifications and enrolment procedures; and
- (ii) the issuing of Ratepayer Confirmation Forms to all eligible 2019 Ratepayer Electoral Roll electors, and if returned, these along with any new enrolments, form the basis of the 2022 Ratepayer Electoral Roll.

A national advertising campaign was undertaken by Taituarā during May 2022 advising readers in all major daily newspapers of the criteria and qualifications required to be eligible for the Ratepayer Electoral Roll. A 0800 free-phone service was again used as a national helpline.

In April 2022, Ratepayer Roll Confirmation Forms were issued to eligible 2019 Ratepayer Electoral Roll electors. A total of

10.2 RATES REMISSION FOR LAND PROTECTED FOR NATURAL OR CULTURAL CONSERVATION PURPOSES

Kaituhi | Author: **Rachael Ashdown, Biodiversity Advisor**

Kaiwhakamana | Authoriser: **Mike Mendonça, Acting Group Manager Place and Space**

TE PŪTAKE | PURPOSE

- 1 This report tables the rates remission applications for Land Protected for Natural or Cultural Conservation Purposes for the 2022/23 year and seeks approval for recommended allocations.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 This report tables the rates remission applications for Land Protected for Natural or Cultural Conservation Purposes for the 2022/23 year and seeks approval for recommended allocations.

TE TUKU HAEPAPA | DELEGATION

- 3 The Council has the delegation to make this decision.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council approves the amounts of rates remission to the properties set out in Appendix 2 of this report in accordance with Council's Policy for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes.

TŪĀPAPA | BACKGROUND

- 4 The Long Term Plan 2021-41 references a policy for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes. The detail of this policy is included in the Long Term Plan as Part 7 of the Rates Remission Policy, and attached as Appendix 1 to this report.
- 5 Part 7 of the Rates Remission Policy supports the provisions of the Kāpiti Coast District Plan regarding incentives for heritage feature management and protection. It recognises that most heritage features are already protected by rules in the District Plan and encourages landowners to maintain, enhance and protect heritage features by offering a financial incentive.
- 6 The granting of a rates remission as an incentive for encouraging the protection and management of heritage features is consistent with Council's responsibilities under the Resource Management Act 1991 and the Historic Places Act 1993.
- 7 The 2022/23 budget for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes is \$38,984.
- 8 A total of 107 ratepayers benefited from the policy in 2021/22. Having applied successfully for rates remission, ratepayers may continue receiving it, provided they meet the rates remission policy criteria. Each applicant has been reviewed and the owners of the properties listed in Attachment 2 are recommended to receive remission in 2022/23.

HE KŌRERORERO | DISCUSSION

- 9 The following paragraphs discuss the principles of rates remission, present the proposed amounts of remission in a table format (Table 1), and make a recommendation on which properties receive rates remission in 2022/23.

- 10 The rates remission programme's guiding principle is recognition of the conservation efforts of ratepayers and the positive contribution their actions make to protecting the District's cultural and biodiversity heritage.
- 11 The owners of these properties are often motivated solely by the desire to protect and manage their environment, and their actions are voluntary. Many are keen conservationists while others may fence off a bush remnant as the pasture gain is negligible or to better manage stock movement. Whatever their motivation, addressing significant pressures such as stock grazing or noxious pests has a positive impact on the Kāpiti Coast environment.
- 12 Landowners could use the rates remission for the upkeep of stock-proof fencing or pest animal and weed control. However, in most instances the amount of remission is far less than the true cost of these protective measures.
- 13 Rates remission is an added incentive for landowners to respect the conservation values of parts of their properties that have a legal protection mechanism in place. Further, rates remission is one of the non-regulatory incentives for protecting and maintaining sites of conservation value. The provision of rates remission also provides a good basis for on-going partnerships between Council and landowners.
- 14 Rates remission amounts are calculated according to the size of the heritage feature as shown in Table 1. This method is coarsely related to the level of contribution towards the environment as larger areas of forest or wetland are generally more significant. This does not take into account, however, the presence of rare and endangered species or the amount of time and effort put into management.
- 15 The rates remission amounts in Table 1 have been increased from the 2021/22 financial year by using a consumer price index (CPI) figure of 2.4%.

16 **Table 1 – Rates Remission Amounts**

Size of Heritage area / feature (ha)	Rates Remission (\$) 2022/2023
Up to 1.0 ha	\$139
1.001 – 5.0 ha	\$278
5.001 – 10.0 ha	\$419
10.001 – 20.0 ha	\$556
20.001 – 30.0 ha	\$695
30.001 – 40.0 ha	\$835
40.001 – 50.0 ha	\$974
50.001 – 70 ha	\$1114
70.001 – 100ha	\$1198
More than 100 ha	\$1396

He take | Issues

- 17 One new application for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes was received for the 2022/23 financial year and is recommended for approval. This property is listed in Appendix 2, marked with an asterisk.
- 18 One property, which meets the Rates Remission for conservation purposes criteria and has received a rates remission in previous years, has been subdivided. The new owner of the subdivided property has applied for a rate remission on the proportion of heritage area present on the subdivided title and is recommended for approval. The original and subdivided properties are listed in Appendix 2, marked with a double asterisk.

- 19 One property has been removed from the Rates Remission for Land Protected for Natural or Cultural Conservation Purposes programme as it was subdivided and no longer meets the Rates Remission Policy criteria.
- 20 Eight properties have had their rate remission amount adjusted down, due to accurate calculation of the size of the heritage feature (ha). These properties are listed in Appendix 2, marked with a minus.
- 21 Five properties have had their rate remission amount adjusted up, due to accurate calculation of the size of the heritage feature (ha). These properties are listed in Appendix 2, marked with a plus.
- 22 A total of 109 properties are recommended for remission.

Ngā kōwhiringa | Options

Tangata whenua

- 23 There are no tangata whenua considerations.

Panonitanga āhuarangi | Climate change

- 24 By encouraging landowners to protect and enhance natural ecosystems, Rates Remission for Land Protected for Natural or Cultural Conservation Purposes contributes to the vision and principles of the Climate Emergency Action Framework by directly sequestering and storing carbon.

Ahumoni me ngā rawa | Financial and resourcing

- 25 The total amount of rates remission allocated in 2022/23 would be \$32,221, within the 2022/23 budget of \$38,984.

Ture me ngā Tūraru | Legal and risk

- 26 There are no legal considerations.

Ngā pānga ki ngā kaupapa here | Policy impact

- 27 The granting of Rates Remission for Land Protected for Natural or Cultural Conservation Purposes is in accordance with Part 7 of the Rates Remission Policy (Attachment 1) contained in the Long Term Plan 2021-41.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 28 This matter has a low level of significance under Council's Significance and Engagement Policy.

Te mahere tūhono | Engagement planning

- 29 Engagement planning is not required for the contents of this report.

Whakatairanga | Publicity

- 30 Advertising and publicity channels will not be used to communicate the decisions in this report.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Appendix 1_Rates Remission Policy 2021 [↓](#)
2. Appendix 2_Properties recommended to receive Rates Remission for Land Protected for Natural or Cultural Conservation Purposes in 2022-23, and recommended amounts.

10.3 HEALTH AND SAFETY QUARTERLY REPORTS: 1 JULY 2022 - 31 MARCH 2023

Kaituhi | Author: **Dianne Andrew, Organisational Development Manager**

Kaiwhakamana | Authoriser: **Darren Edwards, Chief Executive**

TE PŪTAKE | PURPOSE

- 1 Due to the timing of meeting schedules and the Local Government Elections and the subsequent meeting timetable for this triennium the regular Health and Safety Quarterly Reports have not had the opportunity to be formally presented. This meeting provides an opportunity to bring the reporting cycle back on track in providing a Health and Safety report for the periods 1 July 2022 – 31 March 2023.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Health and Safety Quarterly Report links to the draft Health and Safety Plan 2020-2023 which aligns to the WorkSafe NZ SafePlus model of 'what good looks like', the framework of which sets out ten performance requirements under the three themes of Leadership, Worker Engagement and Risk Management. The Plan will continue to build on the three high level areas of Leadership, Health and Safety Management Systems, and Contractor Management all with an underlying focus on:
 - skills and capability of our people
 - managing our critical risks, and
 - leadership and engagement.

TE TUKU HAEPAPA | DELEGATION

- 3 The Council has the authority to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council notes the Health and Safety Quarterly Reports for the periods 1 July 2022 – 31 March 2023 attached as Appendix One to this Report.

TŪĀPAPA | BACKGROUND

- 4 The quarterly Health & Safety Report is intended to provide the Council with insight into initiatives and activities and their progress, as part of our Council's commitment to providing a safe and healthy place to work. The contents and any subsequent discussions arising from this report can support Officers to meet their due diligence obligations under the Health & Safety at Work Act (HSWA) 2015.
- 5 The Health and Safety Plan period was extended from two to three years to enable Covid-19 lockdown delays and ongoing related interruptions to be considered. With the current work programme and resource challenges, the three-year period remains appropriate.
- 6 A draft Health and Safety Strategic Plan 2020-2023 was adopted by the Senior Leadership Team. Work is proceeding based on the deliverables stated in the 2020-2023 Plan.
- 7 In advance of the Health and Safety Strategic Plan being tabled at the Risk and Assurance Committee, a Discussion Forum will be scheduled to provide an opportunity for the Committee to familiarise themselves with the content and understand the context of some of the components.

HE KŌRERORERO | DISCUSSION

- 8 Disruptions because of previous Covid-19 alert level resurgence and/or restrictions have been factored into the draft 2020 – 2023 Health and Safety Plan and actions and deliverables are progressing, albeit slower than anticipated.

He take | Issues

- 9 Training for key competency/qualification requirements for specific roles was significantly disrupted through Covid-19 restrictions and the overflow effect of limitations on the availability of training opportunities. However, this training has been prioritised to ensure compliance where required and where delays are out of the Council's control, specific measures are being put in place to manage this to minimise any potential for organisational risk.
- 10 Planning continues to minimise organisational risk and enable best opportunities to continue a level of service delivery to our community during any future pandemic related or emergency related disruptions. Planning for such contingency includes the health and safety and wellbeing of staff and customers, and members of the community and as such will be dependent on Council's resource availability and acknowledgement of the potential that some services may be reduced intermittently or for a period.

Ngā kōwhiringa | Options

- 11 The delivery of key competency/qualification training will continue via remote delivery where practicable. Team management will ensure staff risk management is effectively balanced with the practical need to keep staff current in their skill areas as required for their roles. Where roles do not have specific training for compliance reasons, this training will continue to be prioritised and delivered as and when appropriate given the context of any restrictions or limitations at the time.

Tangata whenua

- 12 There are no mana whenua considerations arising from this report.

Panonitanga āhuarangi | Climate change

- 13 This Report does not impact on the work programmes for climate change.

Ahumoni me ngā rawa | Financial and resourcing

- 14 Budget has been provided for implementation of the action plan initiatives as part of the 2018-38 Long-term plan.

Ture me ngā Tūraru | Legal and risk

- 15 There are no legal and risk considerations in addition to those already noted in this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 16 There are no policy considerations arising from this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 17 There are no communication and engagement considerations arising from this report.

Te mahere tūhono | Engagement planning

- 18 An engagement plan is not needed regarding this report.

Whakatairanga | Publicity

- 19 There are no publicity considerations.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Health and Safety Quarterly Reports for the periods 1 July 2022 to 31 March 2023 [↓](#)

10.4 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 any reports up and recommendations to Council made by Standing Committees and Community Boards from 14 March 2023 to 4 April 2023.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required.

TE TUKU HAEPAPA | DELEGATION

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

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council receives this report.
- B. That the Council considers the following recommendation from the Raumati Community Board meeting on 4 April 2023:
 - That the Raumati Community Board requests Council to support the organisation of public meetings to share the findings of the Jacobs report with the community before the beginning of the Takutai Kāpiti consultation process beginning in July 2023.

TŪĀPAPA | BACKGROUND

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

Climate and Environment Subcommittee	Tuesday, 14 March 2023
Social Sustainability Subcommittee	Thursday, 16 March 2023
Paekākāriki Community Board	Tuesday, 21 March 2023
Paraparaumu Community Board	Tuesday, 28 March 2023
Raumati Community Board	Tuesday, 4 April 2023

- 5 Items discussed at each of the meetings listed in paragraph 4 are noted below:
 - 5.1 On 14 March 2023 the Climate and Environment Subcommittee met to discuss:
 - Update: High Level Overview of the new Stormwater Strategy and Framework
 - Update: State of the Environment Kapiti Coast: A Great Wellington overview of current state and key insights into future impacts of climate change and urban development
 - 5.2 On 16 March 2023 the Social Sustainability Subcommittee met to discuss:
 - Presentation from Kāpiti Health Advisory Group
 - Asset Management Plan for public toilets
 - Update on the Social Investment Programme

- Review of Council Older Persons Housing – Project Scope
 - Update on Healthy Homes and Older Persons’ Housing Portfolio
- 5.3 On 21 March 2023 the Paekākāriki Community Board met to discuss:
- KCDC Speed Management Plan 2023-2023 “Heads Up”
 - Transmission Gully and stream work
 - Cycle stand trial, Beach Road
 - Paekakariki Wayfinding Cycle Route, Tilley Road
 - Tilley Road Bus Stop Update
 - Consideration of applications for funding
- 5.4 On 28 March 2023 the Paraparaumu Community Board met to discuss:
- Update from Place and Space
 - KCDC Speed Management Plan 2023-2023 “Heads Up”
 - Consideration of applications for funding
- 5.5 On 4 April 2023 the Raumati Community Board met to discuss:
- Kāinga Ora Update
 - Raumati Seawall
 - KCDC Speed Management Plan 2023-2023 “Heads Up”
 - Consideration of applications for funding

6 In addition, the follow meetings took place:

Kāpiti Coast Youth Council	Monday, 13 March 2023 Monday, 3 April 2023
Te Whakaminenga o Kāpiti	Tuesday, 28 March 2023

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

- 7.1 On 13 March 2023, the Kāpiti Youth Council met to discuss:
- Partner Reports from Work Ready Kāpiti, Police – Area Commander (Youth Action Plan), Careers Expo.
 - Number 8 Wire Workshops
 - Kāpiti Run for Youth
- 7.2 On 3 April 2023, the Kāpiti Youth Council met to discuss:
- Mural Project! at Raumati Pools
 - Waikanae Library Engagement
 - Work Ready Kāpiti – Kāpiti Kindness Trust
 - ThinkBIG Grants – opening 24 April
- 7.3 On 28 March 2023, Te Whakaminenga o Kāpiti met to discuss:
- Confirmation of Chair

- Waste Management and Minimisation Plan (2023) – Progress to date and local action development
- Climate Action Grants Allocation Policy
- Establishment of Māori Ward Consideration
- Maramataka
- Heritage Funding – Taumanuka and Rangiru
- Māori Economic Development Grants 2022/2023
- Iwi Updates

HE KŌRERORERO | DISCUSSION

He take | Issues

- 8 Within the reports and recommendations considered by Standing Committees and Community Boards from 14 March 2023 to 4 April 2023, there was one recommendation made to Council.
- 9 The recommendation was made at the Raumati Community Board meeting on 4 April 2023 in relation to organising public meeting to share the findings of the Jacobs report with the community before the Takutai Kāpiti consultation begins in July 2023.
- 9.1 The recommendation was:
- 9.1.1 That the Raumati Community Board requests Council to support the organisation of public meetings to share the findings of the Jacobs report with the community before the beginning of the Takutai Kāpiti consultation process beginning in July 2023.

Ngā kōwhiringa | Options

- 10 Options are not required for this report.

Tangata whenua

- 11 Mana whenua were not specifically consulted for this report.

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 and risk 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

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

11.1 CONFIRMATION OF MINUTES

Author: Fiona Story, Senior Advisor Democracy Services

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Council meeting of 23 March 2023 be accepted as a true and correct record.

APPENDICES

1. Council Meeting Minutes 23 March 2023 [↓](#)

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.

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
<p>12.1 - Confirmation of Public Excluded minutes</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 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)</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>13.1 - Appointment of Independent Chairperson to the Kapiti Airport Community Liaison Group and updated terms of reference</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for</p>

		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

14 CLOSING KARAKIA