

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
STRATEGY, OPERATIONS AND FINANCE COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 6 APRIL 2023 AT 9.35AM**

PRESENT: Cr Sophie Handford, Cr Liz Koh, Deputy Mayor Lawrence Kirby, Cr Glen Cooper, Cr Martin Halliday, Cr Rob Kofoed (via Zoom), Cr Jocelyn Prvanov, Cr Shelly Warwick, Cr Nigel Wilson, Cr Kathy Spiers (via Zoom), Mr Huriwai Paki (via Zoom)

IN ATTENDANCE: Mr Mark de Haast (via Zoom), Mr Sean Mallon Mr Mike Mendonça, James Jefferson, Ms Kris Pervan, Ms Morag Taimalietane, Ms Angela Bell, Mr Darryn Grant, Ms Laura Bertelsen, Ms Jing Zhou, Mr Simon Black, Mr Bede Laracy, Mr Glen Olsen, Ms Steffi Haefeli, Ms Kate Coutts, Ms Fiona Story, Ms Anna Smith (via Zoom), Ms Sarah Wattie (via Zoom), Mr Andrew Michel

**WHAKAPĀHA |
APOLOGIES:** Mayor Holborow

**LEAVE OF
ABSENCE:** Nil

1 NAU MAI | WELCOME

The Chair welcomed everyone to the meeting.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

Deputy Mayor Lawrence Kirby read the Council blessing.

3 WHAKAPĀHA | APOLOGIES

APOLOGY

COMMITTEE RESOLUTION SOF2023/12

Moved: Cr Jocelyn Prvanov

Seconder: Cr Nigel Wilson

That the apology received from Mayor Janet Holborow 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 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 no public speakers.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) Leave of Absence – there were none.
- (b) Matters of an Urgent Nature – there were none.

7 HE KŌRERO HOU | UPDATES

7.1 REVIEW OF COUNCIL OLDER PERSONS HOUSING - PROJECT SCOPE

Darryn Grant, Strategic Development Director gave an update on the proposed older person's housing review. Kris Pervan, Group Manager Strategy and Growth advised that residents of the older persons housing have received a letter regarding the review and they were invited to attend the meeting or watch the livestream of the meeting. Darryn Grant, Kris Pervan, and Mike Mendonça, Group Manager Place and Space answered questions from members.

Cr Glen Cooper left the meeting at 10:23 am.

Cr Glen Cooper returned to the meeting at 10:25 am.

8 PŪRONGO | REPORTS

8.5 LGFA DRAFT STATEMENT OF INTENT 2023-26 AND 2022-23 HALF-YEAR REPORT

Jing Zhou, Chief Financial Officer introduced Andrew Michl from the New Zealand Local Government Funding Agency (LGFA) who spoke to the report including recent LGFA developments, performance targets and sustainable lending. Andrew Michl, Jing Zhou and Mark de Haast Group Manager Corporate Services answered questions from members.

COMMITTEE RESOLUTION SOF2023/13

Moved: Cr Nigel Wilson

Seconder: Cr Liz Koh

That the Strategy, Operations and Finance Committee notes the contents of LGFA's draft Statement of Intent and half year report to 31 December 2022

.CARRIED

The meeting adjourned at 11.09 am

The meeting resumed at 11.26 am

Cr Glen Cooper left the meeting at 11:26 am.

Cr Glen Cooper returned to the meeting at 11:33 am.

8.1 CONTRACTS UNDER DELEGATED AUTHORITY

Sean Mallon, acting Chief Executive introduced the report which was taken as read and answered questions from members.

COMMITTEE RESOLUTION SOF2023/14

Moved: Deputy Mayor Lawrence Kirby
Seconder: Cr Nigel Wilson

That the Strategy and Operations Committee notes there was one contract accepted under delegated authority over \$250,000 for the period 1 July to 31 March 2023

CARRIED

8.2 COUNCIL PRIORITIES AND ANNUAL WORK PROGRAMMES

Kris Pervan, Group Manager Strategy and Growth introduced the report and explained that this piece of work sets out the Council's priorities for this triennium and the work programmes for Strategy, Operations and Finance Committee. Kris Pervan noted that the priorities tabled reflected a prioritised view from Councillors which would be tested with the community, and actions updated annually. Kris Pervan answered questions from members.

COMMITTEE RESOLUTION SOF2023/15

Moved: Cr Nigel Wilson
Seconder: Cr Martin Halliday

A: **Endorse** the Kapiti Coast District Council's proposed strategic priorities, and targeted actions noted in 2023/24, as attached in Appendix 1.

B: **Agree** to share the Kapiti Coast District Council's strategic priorities with the community, and to **Seek** feedback through upcoming engagements to 'develop a shared vision and blueprint for Kapiti to 2054+'.

C: **Note** that once endorsed, the strategic priorities will inform the strategic direction of the Long-term Plan 2024-34.

D: **Approve** the draft Annual Work Programme for SO&F, attached in Appendix 2, which outlines the key activity for achieving these strategic priorities (and goals previously set by the existing Long-term Plan).

E: **Note** that communications to share the Kapiti Coast District Council's strategic priorities and the Annual Work Programme for SO&F will be circulated to Councillors for approval following the 6 April 2023 meeting.

F: **Note** that further work will be undertaken to align respective Committee Annual Work Programmes (eg SO&F, Council, and the Social Sustainability, and Climate and Environment Advisory Committees)

CARRIED

Cr Glen Cooper left the meeting at 12:32 pm.

Cr Glen Cooper returned to the meeting at 12:34 pm.

8.3 DEVELOPING OUR KĀPITI BLUEPRINT - APRIL UPDATE ON VISIONING WORK WITH THE COMMUNITY

Kris Pervan, Group Manager Strategy and Growth and Angela Bell, Chief Advisor Strategy and Growth introduced the report which was taken as read.

COMMITTEE RESOLUTION SOF2023/16

Moved: Cr Martin Halliday

Seconder: Cr Liz Koh

A: **Agree** the approach to action elements one and four of the collective impact and direction setting process, as outlined in paragraphs 9 to 16.

B: **Endorse** using the one-page overview, attached in Appendix 1, explaining why we need a *Vision and Blueprint for Kapiti* for upcoming engagements.

C: **Note** that information on the local 'needs' for each ward, and the District as a whole, will be circulated in late April 2023 for discussion at the May 2023 SO&F meeting.

D: **Endorse** using the one-page overview, attached in Appendix 2, clarifying 'what we need to talk about to land a shared vision and strategy.

E: **Note** that we will seek approval for the schedule of engagement and delivery in May 2023, and share this with the community via the Council's website, library and aquatic centre notice boards, and Facebook pages in May 2023.

F: **Note** that initial publicity around this process is intended to begin in early April 2023, with engagements being undertaken from May 2023.

CARRIED

8.4 CLIMATE ACTION GRANTS ALLOCATION POLICY

Robb Dunn, Sustainability Advisor Communities, introduced the report which was taken as read and answered questions from members. Nienke Itjeshorst, Sustainability and Resilience Manager and Sean Mallon, Acting Chief Executive answered questions from members.

COMMITTEE RESOLUTION SOF2023/17

Moved: Cr Liz Koh

Seconder: Deputy Mayor Lawrence Kirby

That the Strategy, Operations and Finance Committee:

Approves and adopts the Climate Action Grant Allocation Policy and associated documents.

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

Against: Crs Glen Cooper, Jocelyn Prvanov

CARRIED

Item - 8.5 LGFA Draft Statement of Intent 2023-26 and 2022-23 Half-Year Report - was moved to another part of the minutes.

The meeting adjourned at 1.05pm

The meeting resumed at 1.43pm

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION SOF2023/18

Moved: Cr Martin Halliday

Seconder: Cr Nigel Wilson

That the minutes of the Strategy, Operations and Finance meeting of 9 March 2023 be accepted as a true and correct record.

CARRIED

10 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA | CONFIRMATION OF PUBLIC EXCLUDED MINUTES

There were none.

11 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION SOF2023/19

Moved: Cr Sophie Handford

Seconder: Cr Shelly Warwick

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
11.1 - Kāpiti Airport Activity	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	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

COMMITTEE RESOLUTION SOF2023/20

Moved: Cr Liz Koh

Seconder: Cr Sophie Handford

That the Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee moves out of a public excluded meeting.

CARRIED

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting went into public excluded session at 1.45pm.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee came out of public excluded session at 3.20pm.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 3.21pm.

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HEAMANA | CHAIRPERSON