

**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, 8 JUNE 2023 AT 9.35AM**

**PRESENT:** Cr Sophie Handford (Chair), Mayor Janet Holborow, Deputy Mayor Lawrence Kirby, Cr Glen Cooper (via Zoom), Cr Martin Halliday, Cr Rob Kofoed, Cr Jocelyn Prvanov, Cr Kathy Spiers, Cr Shelly Warwick, Cr Nigel Wilson, Kim Tahiwī

**IN ATTENDANCE:** Kris Pervan, Mark de Haast, Sean Mallon, Mike Mendonça, Simon Black, Bede Laracy, Michael Moore, Glen Olsen, Steffi Haefeli, Jessica Mackman, Anna Smith, Gina Anderson-Lister, Angela Bell, Fiona Burleigh, Kelvin Irvine, Aston Mitchell, Abbey Morris, Monica Turner, Mark Ward, Claire Winter

**WHAKAPĀHA | APOLOGIES:** Cr Liz Koh and André Baker

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

**1 NAU MAI | WELCOME**

The Chair, Cr Sophie Handford, welcomed everyone to the meeting.

**2 KARAKIA A TE KAUNIHĒRA | COUNCIL BLESSING**

The Chair read karakia a te Kaunihera.

**3 WHAKAPĀHA | APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION SOF2023/31**

Moved: Cr Martin Halliday

Seconder: Mayor Janet Holborow

That the apology received from Cr Liz Koh and André Baker 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**

Sean Rush spoke in relation to item 7.1 Update on Takutai Kāpiti from Coastal Advisory Panel Chair The Rt Hon Jim Bolger, and answered members' questions.

**TABLED DOCUMENTS**

The following documents were tabled.

Summary of comments made by Sean Rush to Strategy, Operations and Finance Committee 8 June 2023

Comment on the SeaRise Media Release June 2022 by Sean Rush

**Appendices**

- 1 Summary of comments made by Sean Rush to Strategy, Operations and Finance Committee 8 June 2023
- 2 Comment on the SeaRise Media Release June 2022 by Sean Rush

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

There were none.

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

There were none.

**7 HE KŌRERO HOU | UPDATES**

**7.1 UPDATE ON TAKUTAI KĀPITI FROM COASTAL ADVISORY PANEL CHAIR THE RT HON JIM BOLGER**

The Rt Hon Jim Bolger, Chair of the Coastal Advisory Panel for Takutai Kāpiti, spoke to the presentation to provide an update on the work the Coastal Advisory Panel is looking to achieve.

The Rt Hon Jim Bolger and Abbey Morris, Coastal Manager, answered questions from members and mana whenua representatives.

**TABLED DOCUMENTS**

The following documents were tabled.

Takutai Kāpiti Update - Presentation by The Rt Hon Jim Bolger

**Appendices**

- 1 Takutai Kāpiti Update - Presentation by The Rt Hon Jim Bolger

The meeting adjourned at 10.54am

The meeting resumed at 11.07am

## 8 PŪRONGO | REPORTS

Item 8.1 Draft Easter Sunday Trading Policy 2023 - Seeking Approval for Public Consultation, was moved to a later point in the agenda.

### 8.2 ASSET MANAGEMENT PLAN PUBLIC TOILETS

This item was moved to an earlier point in the agenda.

Mike Mendonça, Acting Group Manager Place and Space and Claire Winter, Contractor to Kāpiti Coast District Council, provided a brief overview of the report and answered questions from members and mana whenua representatives.

#### COMMITTEE RESOLUTION SOF2023/32

Moved: Cr Martin Halliday

Seconder: Cr Nigel Wilson

That the Committee:

- A. Notes the Asset Management Plan Public Toilets (at Enclosure 1).
- B. Approves in principle the Asset Management Plan as the basis for long term planning.
- C. Notes that funding options will be presented as part of the process for the Long-Term Plan 2024.

**CARRIED**

### 8.1 DRAFT EASTER SUNDAY TRADING POLICY 2023 - SEEKING APPROVAL FOR PUBLIC CONSULTATION

This item was moved to a later point in the agenda.

Aston Mitchell, Policy Advisor, introduced the report and noted the addition of scenarios to the Statement of Proposal at Appendix 1.

Aston Mitchell and Angela Bell, Chief Advisor Strategy & Growth, then took the report as read and answered questions from members and mana whenua representatives.

#### COMMITTEE RESOLUTION SOF2023/33

Moved: Cr Rob Kofoed

Seconder: Mayor Janet Holborow

- A. That the Committee receives and notes this report, including Appendices 1 – 3.
- B. That the Committee approves the Statement of Proposal and the Draft Kāpiti Coast District Council Easter Sunday Shop Trading Policy 2023 for public consultation in accordance with the Special Consultative Procedure as set out by the Local Government Act 2020.
- C. That the Committee delegates authority to the Chair of the Strategy, Operations and Finance Committee and the Chief Executive to approve minor and technical changes required (if any) to the consultation documents before they are publicly released on 26 June 2023.

**CARRIED**

**TABLED DOCUMENTS**

The following documents were tabled.

Draft Kāpiti Coast District Council Easter Sunday Trading Policy 2023

**Appendices**

1 Draft Kāpiti Coast District Council Easter Sunday Trading Policy 2023

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION SOF2023/34**

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Shelly Warwick

That the minutes of the Strategy, Operations and Finance Committee meeting of 18 May 2023 be accepted as a true and correct record.

**CARRIED**

**10 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**PUBLIC EXCLUDED RESOLUTION SOF2023/35**

Moved: Cr Sophie Handford

Seconder: Cr Jocelyn Prvanov

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - 2023-24 Major Event Fund Allocation Recommendation and 2023 Closeout report</b>	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	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

	of the information	
<b>CARRIED</b>		

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting went into public excluded session at 11.45am.

**COMMITTEE RESOLUTION SOF2023/37**

Moved: Cr Sophie Handford

Seconder: Cr Martin Halliday

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 came out of public excluded session at 12.22pm.

**11 CLOSING KARAKIA**

Kim Tahiwī closed the meeting with karakia.

**The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 12.22pm.**

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**HEAMANA | CHAIRPERSON**