

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
SOCIAL SUSTAINABILITY SUBCOMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 22 JUNE 2023 AT 1.31PM**

**PRESENT:** Cr Rob Kofoed, Cr Kathy Spiers, Cr Nigel Wilson, Mr Michael Moore, Mr Cam Butler

**Via Zoom:** Cr Martin Halliday, Mayor Janet Holborow, Ms Kim Tahiwī (Ngā Hapū o Ōtaki)

**IN ATTENDANCE:** Mrs Janice McDougall, Ms Steffi Haefeli, Ms Kate Coutts, Ms Anna Smith, Cr Sophie Handford, Cr Jocelyn Prvanov, Mr Mike Mendonça, Mr Sean Mallon, Ms Claire Winter, Ms Claire Rewi, Ms Marie Ottley-Clarke, Mr Kelvin Irvine, Mr Darryn Grant, Mr Stephen Cross

**Via Zoom:** Ms Jessica Mackman, Ms Kris Pervan

**WHAKAPĀHA | APOLOGIES:** Deputy Mayor Lawrence Kirby, Guy Burns, Jonny Best, Jackie Elliott and Sorcha Ruth

**LEAVE OF ABSENCE:** Nil

## 1 NAU MAI | WELCOME

The Deputy Chair, Cr Rob Kofoed, welcomed everyone to the meeting.

## 2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

Cr Sophie Handford opened with Karakia.

Cr Rob Kofoed noted the passing of Jill Stansfield, and a minute's silence was observed to acknowledge Jill, who was instrumental in bringing the Age Friendly Concept to the Kāpiti district.

## 3 WHAKAPĀHA | APOLOGIES

The Deputy Chair noted that Cam Butler, as the Ōtaki Community Board alternate representative, would be here today in place of Jackie Elliott.

### APOLOGY

#### COMMITTEE RESOLUTION SSS2023/10

Moved: Mr Michael Moore

Seconder: Cr Nigel Wilson

That the apology received from Deputy Mayor Kirby, Guy Burns, Jonny Best, Jackie Elliott and Sorcha Ruth 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.

The Mayor arrived at 1:36pm.

## 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

Hunter Donaldson, on behalf of Citizens Advice Bureau Kāpiti (CAB), spoke to the CAB's operational expenses and shortfall, and that the CAB sought funding assistance to continue the Kāpiti operation. Mr Donaldson answered members' questions.

Rob Eckman spoke in regard to improving seating facilities for the elder and disabled population.

Kevin Burrows spoke in regard to Item 8.1 Age Friendly Approach, and also in regard to ways to commemorate the work of the late Jill Stansfield and Trevor Daniels. Mr Burrows answered members' questions.

John Hayes spoke in regard to Item 8.1 Age Friendly Approach, and acknowledged Jill Stansfield's work on the Age Friendly concept, and answered members' questions.

## 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 PŪRONGO | REPORTS

Item 8.1 Forward Work Programme 2023 for the Social Sustainability Subcommittee - was moved to another part of the minutes.

### 8.2 KAPITI COAST DISTRICT COUNCIL'S AGE FRIENDLY APPROACH

Janice McDougall, Group Manager People and Partnerships, and Claire Rewi, Acting Senior Programme Advisor spoke to the report; and alongside Kris Pervan, Group Manager Strategy and Growth, answered members' questions.

Claire Rewi spoke to the slides pertaining to Te Tōtara and its principles within the Age Friendly Approach presentation given to Te Whakaminenga o Kāpiti on 20 June 2023.

The meeting adjourned at 2.42pm and reconvened at 2.47pm.

### AMENDMENT

#### COMMITTEE RESOLUTION SSS2023/11

Moved: Cr Kathy Spiers

Seconder: Cr Nigel Wilson

- A. That the Social Sustainability Subcommittee recommends the Strategy, Operations and Finance Committee adopts the Age Friendly Strategy/Approach 2023.

For: Mayor Janet Holborow, Cr Rob Kofoed, Cam Butler, Michael Moore, Cr Kathy Spiers, Kim Tahiwī and Cr Nigel Wilson

Against: Cr Martin Halliday

**CARRIED 6/1**

During debate, the Mayor suggested amending the motion from 'Age Friendly Strategy' to 'Age Friendly Strategy/Approach,' which was accepted.

**COMMITTEE RESOLUTION SSS2023/12**

Moved: Mayor Janet Holborow  
Seconder: Mr Michael Moore

- B. That the Social Sustainability Subcommittee recommends that a cross-sector working group is formed to identify and progress opportunities, as per the actions outlined at paragraph 18 of this report.

**CARRIED****COMMITTEE RESOLUTION SSS2023/13**

Moved: Cr Kathy Spiers  
Seconder: Cr Nigel Wilson

- C. That the Social Sustainability Subcommittee recommends that Focus Areas is renamed to Outcomes.

For: Cr Rob Kofoed, Michael Moore, Cr Kathy Spiers and Cr Nigel Wilson

Against: Cr Martin Halliday and Mayor Janet Holborow

Abstained: Kim Tahiwī, Cam Butler

**CARRIED 4/2****Point of Order**

During debate of recommendation C, the Mayor called a point of order for breach of standing orders, which Cr Rob Kofoed as the Chair upheld. The Mayor subsequently moved a procedural motion that the motion (being recommendation C) is put.

**COMMITTEE RESOLUTION SSS2023/14**

Moved: Mayor Janet Holborow  
Seconder: Cr Nigel Wilson

That the motion is put.

**CARRIED****COMMITTEE RESOLUTION SSS2023/15**

Moved: Cr Martin Halliday  
Seconder: Cr Nigel Wilson

- D. That the Social Sustainability Subcommittee directs council staff to meet with the Age Friendly Reference Group for further discussion on the strategy/approach and to ensure any feedback from the group is formally reported back to the Strategy, Operations and Finance Committee.

**CARRIED**

During the debate of recommendation D, the meeting adjourned at 3.13pm and reconvened at 3.19pm.

**COMMITTEE RESOLUTION SSS2023/16**

Moved: Cr Martin Halliday

Secunder: Cr Nigel Wilson

E. That the Social Sustainability Subcommittee recognises and thanks the members of the Age Friendly Reference Group for their volunteer mahi in sharing their time and expertise to direct the development of the Age Friendly Strategy/Approach.

**CARRIED**

## **8.1 FORWARD WORK PROGRAMME 2023 FOR THE SOCIAL SUSTAINABILITY SUBCOMMITTEE**

Janice McDougall, Group Manager People and Partnerships took the report as read. Ms McDougall noted that the Age Friendly Strategy/Approach would be added as a report back in the fourth quarter of the work programme.

### **COMMITTEE RESOLUTION SSS2023/17**

Moved: Cr Rob Kofoed

Secunder: Mayor Janet Holborow

That the Social Sustainability Subcommittee endorses its forward work programme for the remainder of the 2023 calendar year as set out in Appendix 1.

**CARRIED**

## **8 HE KŌRERO HOU | UPDATES**

### **7.1 ASSET MANAGEMENT PLAN - COMMUNITY HALLS**

Mike Mendonça, Acting Group Manager Place and Space introduced the item and alongside Claire Winter, Contractor, and Kelvin Irvine, Property and Facilities Maintenance Manager, spoke to the presentation on the Asset Management Plan – Community Halls.

The presentation covered purpose of community halls; the key halls in the plan, and their usage and potential improvements.

Mr Mendonça and Ms Winter answered members' and Cr Prvanov's questions.

Cam Butler left the meeting at 3.44pm and returned to the meeting at 3.45pm.

Mike Moore left the meeting at 3.55pm and returned to the meeting at 3.57pm.

The Mayor left the meeting at 4.12pm.

### **7.2 IMPLEMENTING THE HOUSING STRATEGY: HOMELESSNESS**

Kris Pervan, Group Manager Strategy and Growth, and Stephen Cross, Housing Programme Manager spoke to the report, and alongside Darryn Grant, Strategic Development Director, answered members' questions.

### **COMMITTEE RESOLUTION SSS2023/18**

Moved: Cr Kathy Spiers

Secunder: Mr Cam Butler

A. That the Social Sustainability Subcommittee note this report.

**CARRIED**

**COMMITTEE RESOLUTION SSS2023/19**

Moved: Cr Rob Kofoed  
 Seconder: Cr Nigel Wilson

- B. That the Social Sustainability Subcommittee is to write to the minister’s responsible for the Ministry of Housing and Urban Development and Ministry of Social Development seeking increased support for homelessness in the Kāpiti Coast community including financial support for the continued provision of services and to increase emergency and transitional housing options in the community.

**CARRIED**

Cam Butler left the meeting at 4.25pm and returned to the meeting at 4.33pm.

Michael Moore left the meeting at 4.33pm and returned to the meeting at 4.39pm.

The Mayor returned to the meeting at 4.33pm.

Cam Butler left the meeting at 4.51pm and did not return to the meeting.

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

**COMMITTEE RESOLUTION SSS2023/20**

Moved: Cr Rob Kofoed  
 Seconder: Cr Kathy Spiers

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
10.1 – Confirmation of Public Excluded Minutes	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**

**MOVE OUT OF PUBLIC EXCLUDE BUSINESS**

**COMMITTEE RESOLUTION SSS2023/22**

Moved: Cr Rob Kofoed

Secunder: Cr Kathy Spiers

That the meeting moves out of public excluded business.

**CARRIED**

The Te Komiti Whāiti Toitūtanga Pāpori | Social Sustainability Subcommittee meeting went into public excluded session at 4.52pm.

The Te Komiti Whāiti Toitūtanga Pāpori | Social Sustainability Subcommittee came out of public excluded session at 4.54pm.

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

### **9.1 CONFIRMATION OF MINUTES**

#### **COMMITTEE RESOLUTION SSS2023/23**

Moved: Cr Nigel Wilson

Secunder: Cr Kathy Spiers

That the minutes of the Social Sustainability Subcommittee meeting of 9 May 2023 be accepted as a true and correct record.

**CARRIED**

Cr Nigel Wilson closed the meeting with karakia.

**The Te Komiti Whāiti Toitūtanga Pāpori | Social Sustainability Subcommittee meeting closed at 4.57pm.**

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**HEAMANA | CHAIRPERSON**