

**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, 13 JULY 2023 AT 9.33AM**

PRESENT: Cr Sophie Handford (Chair), Mayor Janet Holborow, Cr Rob Kofoed, Cr Jocelyn Prvanov, Cr Nigel Wilson, Cr Kathy Spiers, Ms Kim Tahiwī
Via Zoom: Cr Martin Halliday

IN ATTENDANCE: Mr Darren Edwards, Mr Sean Mallon, Mrs Janice McDougall, Ms Kris Pervan, Mr Simon Black, Mr Michael Moore, Mr Bernie Randall, Ms Kate Coutts, Ms Anna Smith, Ms Jessica Mackman, Mr Mark Ward, Mr Darryn Grant, Ms Evalina Brunoro-Beilman, Mr Hamish McGillivray, Ms Lesley Olsson, Ms Claire Rewi
Via Zoom: Ms Emma Haxton

WHAKAPĀHA | APOLOGIES: Cr Liz Koh, André Baker (Ātiawa ki Whakarongotai), and Glen Olsen, Chair of Paraparaumu Community Board

LEAVE OF ABSENCE: Deputy Mayor Lawrence Kirby, Cr Shelly Warwick

1 NAU MAI | WELCOME

The Chair welcomed everyone to the meeting.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

The Chair opened the meeting with karakia.

3 WHAKAPĀHA | APOLOGIES

APOLOGY

COMMITTEE RESOLUTION SOF2023/30

Moved: Cr Rob Kofoed

Seconder: Mayor Janet Holborow

That the apology received from Cr Liz Koh, André Baker (Ātiawa ki Whakarongotai), and Glen Olsen, Chair of Paraparaumu Community Board 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**

Kim Tahiwī declared an interest in Item 8.1 Six month update – Economic Development Kotahitanga Board, as a member of the Economic Development Kotahitanga Board.

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 speakers.

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

There were none.

8 PŪRONGO | REPORTS

8.1 SIX MONTH UPDATE - ECONOMIC DEVELOPMENT KOTAHITANGA BOARD

Kris Pervan, Group Manager Strategy and Growth invited the Economic Development Kotahitanga Board (EDKB) members Neil Mackay (Chair of the EDKB), Russel Spratt (Ātiawa ki Whakarongotai), Kim Tahiwī (Ngā Hapū o Ōtāki) and Hillmare Schulze to speak to the board's key activities noted in the report.

Neil Mackay spoke to the Food and Beverage Gameplan, Destination Management Plan and Tech Clusters; Russel Spratt spoke to the Educational and Training Hub; Kim Tahiwī spoke to the Regenerative Horticulture Project; and Hillmare Schulze spoke to the Refresh Strategy. The members of the EDKB, alongside Mark Ward, Economic Development Manager, and Kris Pervan, answered members' questions.

COMMITTEE RESOLUTION SOF2023/31

Moved: Cr Martin Halliday

Seconder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee:

- A. Receives the six-monthly update from the Economic Development Kotahitanga Board Independent Chair, Neil Mackay and notes the progress made in the implementation of the Kāpiti Coast Economic Development Strategy and Implementation Plan 2020-23.
- B. Approves the extension of contracts for the current members of the Economic Development Kotahitanga Board to 30 June 2024 to ensure continuity during the refresh of the current Kāpiti Coast Economic Development Strategy.

CARRIED

Cr Rob Kofoed left the meeting at 10:07am and returned to the meeting at 10:08am.

8.2 COUNCIL POLICY WORK PROGRAMME 2021-2024 PROGRESS UPDATE

Lesley Olsson, Policy Advisor, and Hamish McGillivray, Manager Research and Policy, spoke to the report and alongside Kris Pervan, Group Manager Strategy and Growth, answered members'

questions.

COMMITTEE RESOLUTION SOF2023/32

Moved: Cr Nigel Wilson
Seconder: Mayor Janet Holborow

- A. That the Committee notes the progress of the Council PWP 2021-2024 including project timeframe amendments including to:
- Delete the *Major Events Strategy* which will be folded into the refresh of the Economic Development strategy.
 - Delete the *Well-being Strategy* which will be incorporated into Vision Kapiti work.
- B. That the Committee approves the addition of these five projects to the Council PWP 2021-2024 including to:
- Add five new projects reflecting delivery of the Council's new 'top 10' priorities: *Smoke-free Policy 2008* review; *Climate Change and Resilience Strategy*; refresh of the *Economic Development Strategy & Implementation Plan 2020-2023*; *Environment Strategy*; and *the Health Strategy*."

CARRIED

The meeting adjourned at 10.57am and reconvened at 11.09am.

8.3 OVERVIEW OF THE ZEAL CONTRACT

Janice McDougall, Group Manager People and Partnerships spoke to the report and invited Jesse Boyce, Chief Executive of Zeal and Hamish Campbell, Zeal Kāpiti Manager.

Mr Boyce and Mr Campbell spoke to a presentation on Zeal's background, purpose, and current and future activities in Kāpiti; and answered members' questions.

COMMITTEE RESOLUTION SOF2023/33

Moved: Cr Martin Halliday
Seconder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee:

- A. Notes the overview of the impact and deliverables achieved through the Youth Development Centre contract with Zeal Education Trust.
- B. Notes 2023/24 is the final year of the Youth Development Centre contract with Zeal Education Trust.
- C. Notes the Long Term Plan 2024–34 will be an opportunity to consider the future needs of young people through the Youth Development Centre and associated services.

CARRIED

Appendices

- 1 Presentation from Zeal Kāpiti

Mayor Janet Holborow left the meeting at 11:31am and returned to the meeting at 11:33am.

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION SOF2023/34

Moved: Cr Nigel Wilson
Seconder: Cr Sophie Handford

That the minutes of the Strategy, Operations and Finance Committee meeting of 8 June 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**

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:

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 Minutes	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 SOF2023/37

Moved: Cr Sophie Handford
Seconder: Cr Nigel Wilson

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 12.25pm.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee came out of public excluded session at 12.26pm.

The Chair closed the meeting karakia.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 12.27pm.

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HEAMANA | CHAIRPERSON