

**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, 7 DECEMBER 2023 AT 9.32AM**

PRESENT: Cr Sophie Handford (Chair), Cr Liz Koh, Mayor Janet Holborow, Cr Glen Cooper, Cr Martin Halliday, Cr Rob Kofoed, Cr Jocelyn Prvanov, Cr Shelly Warwick, Cr Nigel Wilson, Cr Kathy Spiers
Via Zoom: Ms Kim Tahiwī (Ngā Hapū o Ōtaki), Mr Huriwai Paki (Ngāti Toa Rangatira)

IN ATTENDANCE: Mr Simon Black, Mr Bede Laracy, Mr Glen Olsen, Mr Darren Edwards, Ms Hara Adams, Mr James Jefferson, Mr Sean Mallon, Mr Mike Mendonça, Ms Kris Pervan, Ms Steffi Haefeli, Ms Jessica Mackman, Mr Evan Dubisky, Mr Darryn Grant, Mr Mark Ward, Ms Gina Anderson-Lister, Mr Doug Simpson, Ms Sandra Daly

WHAKAPĀHA | APOLOGIES: Mr Michael Moore, Kim Tahiwī (early departure)

LEAVE OF ABSENCE: Deputy Mayor Lawrence Kirby

1 NAU MAI | WELCOME

The Chair, Cr Sophie Handford welcomed everyone to the final Strategy, Operations and Finance Committee meeting of the year.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

Councillor Shelly Warwick read karakia a te Kaunihera.

3 WHAKAPĀHA | APOLOGIES

The Chair, Cr Sophie Handford, noted that Deputy Mayor Lawrence Kirby had a leave of absence, Kim Tahiwī would join the meeting online though may depart early and Waikanae Community Board representative Michael Moore was unable to attend.

APOLOGY

COMMITTEE RESOLUTION SOF2023/69

Moved: Cr Nigel Wilson
Seconder: Mayor Janet Holborow

That the apologies received from Michael Moore for absence and Kim Tahiwī for early departure, 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 no declarations of interest made.

**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**

The Chair, Councillor Sophie Handford noted that Sandra Daly would speak during item 8.1 Kāpiti Health Advisory Group Terms of Reference.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

There were no requests for a leave of absence.

(b) Matters of an Urgent Nature

There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.

7 HE KŌRERO HOU | UPDATES

There were no updates scheduled.

8 PŪRONGO | REPORTS

8.1 KĀPITI HEALTH ADVISORY GROUP TERMS OF REFERENCE

The Chair, Cr Sophie Handford acknowledged that the report had been to the Social Sustainability Subcommittee.

Kris Pervan, Group Manager Strategy & Growth and Sandra Daly, Chair of the Kāpiti Health Advisory Group introduced the report. Gina Anderson-Lister, Strategy Manager, Kris Pervan, Sandra Daly and Councillor Martin Halliday, as Chair of the Social Sustainability Subcommittee, answered questions from members and members discussed the matter.

Cr Jocelyn Prvanov joined the meeting at 9.37am.

Kim Tahiwī joined the meeting via Zoom at 9.39am.

COMMITTEE RESOLUTION SOF2023/70

Moved: Cr Martin Halliday

Seconder: Cr Kathy Spiers

That, on the recommendation of the Social Sustainability Subcommittee, the Strategy, Operations and Finance Committee:

- A. **Approves** the attached Terms of Reference and, subject to agreed funding, the work plan for the Kāpiti Health Advisory Group for 2023/24
- B. **Delegates** responsibility for receiving updates against the Kāpiti Health Advisory Group's work plan to the Social Sustainability Subcommittee.
- C. **Invites** the Kāpiti Health Advisory Group drafting a proposal for funding to support agreed activities.

CARRIED

8.2 CLIMATE CHANGE AND RESILIENCE STRATEGY - DIRECTION OF TRAVEL

The Chair, Cr Sophie Handford noted that the report had been to the Climate and Environment Subcommittee.

Kris Pervan, Group Manager Strategy & Growth introduced the report. Gina Anderson-Lister, Strategy Manager and Doug Simpson, Principal Advisor – Strategy, provided further context and the Chair acknowledged the engagement which had informed the work.

Kris Pervan and Doug Simpson answered members' questions and members discussed the matter.

COMMITTEE RESOLUTION SOF2023/71

Moved: Cr Sophie Handford

Seconder: Cr Jocelyn Prvanov

That the Strategy, Operations and Finance Committee:

- A. **Approve** an aspirational districtwide greenhouse gas emissions reduction target of net zero by 2040, following endorsement of this target by the Climate and Environment Subcommittee in November 2023.
- B. **Note** the content of draft Direction of Travel (DOT), in supporting the aspirational districtwide target, (above), and the broad support to date from the Climate Change and Resilience Community Think Tank (CRCTT) on this work.
- C. **Note** that this Committee will be asked to approve the Direction of Travel (DOT) for public engagement in February/March 2024, following the formal input from the full Climate Change and Resilience Community Think Tank (CRCTT), and that engagement timeframes will be confirmed at this time.

For: Crs Sophie Handford, Liz Koh, Janet Holborow, Martin Halliday, Jocelyn Prvanov, Shelly Warwick, Nigel Wilson and Kim Tahiw

Against: Crs Glen Cooper, Rob Kofoed and Kathy Spiers

CARRIED 8/3

The meeting adjourned at 10.30am and resumed at 10.43am.

Kim Tahiw did not return to the meeting following the adjournment.

8.3 DIRECTION OF TRAVEL - KAPITI COAST ECONOMIC DEVELOPMENT STRATEGY REFRESH

Kris Pervan, Group Manager Strategy & Growth and Darryn Grant, Strategic Development Director introduced the report.

Kris Pervan, Darryn Grant and Mark Ward, Economic Development Manager answered members' questions and members discussed the matter.

Cr Glen Cooper left the meeting at 10.55am.

Huriwai Paki joined the meeting via Zoom at 10.55am.

Cr Glen Cooper returned to the meeting at 11.12am.

COMMITTEE RESOLUTION SOF2023/72

Moved: Cr Liz Koh

Secunder: Cr Martin Halliday

That the Strategy, Operations and Finance Committee:

- A. **Note** work progressed by the Economic Development Kotahitanga Board with key stakeholders to refresh the direction for the Economic Development Strategy for 2024 to 2027.
- B. **Approve** the Direction of Travel document for the Kapiti Coast Economic Development Strategy Refresh and for engagement to be undertaken with the Community in February / March 2024 (Option A).
- C. **Delegate** to the Chief Executive and the Chair of the Economic Development Kotahitanga Board the authority to approve the final designed version of the Direction of Travel document, and any supporting materials for engagement on the Kapiti Coast Economic Development Strategy Refresh, subject to there being no material changes to the content of the document.

CARRIED

8.4 ELEVATE ŌTAKI AND NEXT STEPS

The Chair, Cr Sophie Handford foreshadowed that alternative recommendations to those in the report would be proposed by Cr Shelly Warwick.

Kris Pervan, Group Manager Strategy & Growth and Darryn Grant, Strategic Development Director introduced the report and answered members' questions. Members discussed the matter.

Cr Jocelyn Prvanov requested that the alternative recommendations proposed be decided part by part.

Cr Kathy Spiers left the meeting at 11.38am and returned at 11.43am.

Huriwai Paki left the meeting at 11.45am and did not return.

COMMITTEE RESOLUTION SOF2023/73

Moved: Cr Shelly Warwick

Secunder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee **note** the discontinuation of Elevate Ōtaki following the opening of the Peka Peka to Ōtaki Expressway (PP2O) and eminent establishment of an Otaki and Te Horo Business Association.

CARRIED

COMMITTEE RESOLUTION SOF2023/74

Moved: Cr Shelly Warwick

Secunder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee **acknowledge** and **thank** the current and previous Elevate Ōtaki Board Members for their contribution.

CARRIED

COMMITTEE RESOLUTION SOF2023/75

Moved: Cr Shelly Warwick

Secunder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee **approve** that residual Waka Kotahi funds allocated to Elevate Ōtaki, of \$49,052, be transferred to the new Ōtaki and Te Horo Business Association for the purpose of delivering on the First Retail strategy (attached) and supporting local businesses.

For: Crs Sophie Handford, Liz Koh, Janet Holborow, Glen Cooper, Martin Halliday, Rob Kofoed, Shelly Warwick, Nigel Wilson and Kathy Spiers

Against: Cr Jocelyn Prvanov

CARRIED 9/1

COMMITTEE RESOLUTION SOF2023/76

Moved: Cr Shelly Warwick

Secunder: Cr Rob Kofoed

That the Strategy, Operations and Finance Committee **request** that the balance of Elevate Ōtaki funding, of \$60,292, be held in contingency by the Economic Development team until further advice from the Chair of the Economic Development Kotahitanga Board is available regarding the optimal allocation of these funds given the priorities set by the refreshed Economic Development strategy and assessed need for the Ōtaki business community.

CARRIED

Cr Rob Kofoed left the meeting at 12.21pm.

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION SOF2023/77

Moved: Cr Nigel Wilson

Secunder: Mayor Janet Holborow

That the minutes of the Strategy, Operations and Finance Committee meeting of 16 November 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 SOF2023/78

Moved: Cr Sophie Handford

Secunder: Mayor Janet Holborow

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>10.1 - Confirmation of 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 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>

CARRIED

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting went into public excluded session at 12.22pm.

COMMITTEE RESOLUTION SOF2023/80

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 came out of public excluded session at 12.24pm.

Cr Rob Kofoed returned to the meeting at 12.24pm.

11 CLOSING KARAKIA

The Chair, Cr Sophie Handford invited Mayor Janet Holborow to close the meeting with karakia.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 12.25pm.

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HEAMANA | CHAIRPERSON