



RĀRANGI TAKE

AGENDA

Additional Kaunihera | Council Meeting

I hereby give notice that a Meeting of the Kāpiti Coast District Council will be held on:

Te Rā | Date: Thursday, 23 May 2024

Te Wā | Time: 1.30pm

**Te Wāhi | Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu**

**Darren Edwards
Chief Executive**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Kāpiti Coast District Council will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 23 May 2024, 1.30pm.

Kaunihera | Council Members

Mayor Janet Holborow	Chair
Deputy Mayor Lawrence Kirby	Deputy
Cr Glen Cooper	Member
Cr Martin Halliday	Member
Cr Sophie Handford	Member
Cr Rob Kofoed	Member
Cr Liz Koh	Member
Cr Jocelyn Prvanov	Member
Cr Kathy Spiers	Member
Cr Shelly Warwick	Member
Cr Nigel Wilson	Member

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1 NAU MAI | WELCOME

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro *As we deliberate on the issues before us,*

E pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. *We trust that we will reflect positively on the communities we serve.*

Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, *Let us all seek to be effective and just,*

Ā, mā te māia, te tiro whakamua me te hihiri *So that with courage, vision and energy,*

Ka taea te arahi i roto i te kotahitanga me te aroha. *We provide positive leadership in a spirit of harmony and compassion.*

3 WHAKAPĀHA | APOLOGIES

4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

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

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

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

7 PŪRONGO | REPORTS

7.1 2024-34 LONG-TERM PLAN SUBMISSION DELIBERATIONS

Kaituhi | Author: **Sheryl Gavin, Principal Advisor Corporate Services**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

TE PŪTAKE | PURPOSE

- 1 To provide the information necessary to enable the Kāpiti Coast District Council (Council) to deliberate on submissions received during the statutory consultation period for the proposed 2024-34 Long-term Plan (LTP).

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Council's consultation document and supporting information were adopted on 28 March 2024. Consultation took place between 28 March and 28 April. 371 submissions were received. 51 submitters spoke at hearings in the Council Chambers on 2 and 7 May 2024.
- 3 It is not a requirement of the Special Consultative Process for this LTP to receive a representative number of submissions. It is however a requirement that the submissions received are read and analysed to fully inform Council's decision-making process for the LTP. The actual number of submissions received is not a representative sample (this is currently approximately 800).
- 4 It is now for the Council to consider the submissions received to enable the completion of the final full LTP document for adoption on 27 June 2024.

TE TUKU HAEPAPA | DELEGATION

- 5 Only the Council has the authority to adopt the Long-Term Plan.

TAUNAKITANGA | RECOMMENDATIONS

That the Council:

- A. Receives this report including Appendix 1 to this report.
- B. Maintains its preference to rates fund the \$4.7 million operating cost shortfall for three waters services.
- C. Applies an average rate increase of 6% per year from 2025/26 to 2033/34 to build a resilient future and reduce debt, noting its preference was previously to apply an average rate increase of 7% per year across the same period.
- D. Maintains its preference to transfer its older persons' housing to a new community housing provider.
- E. Does not introduce a new climate action rate, noting its preference was previously to introduce a new Climate Action Rate.
- F. Adopts the draft Rates Remission Policy with no changes.
- G. Adopts the draft Revenue and Financing Policy with no changes.
- H. Adopts the draft Development Contributions Policy with extended maps for water and wastewater funding service areas in Waikanae as identified through the submissions.
- I. Adopts the draft Development Contributions Limited Remissions Policy with no changes.
- J. Agrees that officers further investigate and report back on security mechanisms that may be applied to protect Council's Development Contributions policy interests in the event of a change in use of a development from community housing or papakainga use.

- K. Adopts the draft Significance and Engagement Policy with no changes.
- L. Continues to consider what more can be done to enhance democracy.
- M. Agrees to support Te Ara Korowai non-financially in seeking alternative funding.
- N. Agrees to support Kapiti Citizens Advice Bureau non-financially in seeking alternative funding and accommodation options.
- O. Defers the request for funding the NZ Symphony Orchestra’s music school fit-out to the 2025/26 or 2026/27 Annual Plan.
- P. Defers the request to increase the operating grant to the Wellington Free Ambulance to the 2025/26 or 2026/27 Annual Plan.
- Q. Agrees to continue the establishment of the Kapiti Coast Trails Trust as planned with no further funding allocated at this time.
- R. Notes the proposed impact of these recommendations on the average rates increase for 2024/25 of the LTP.
- S. Including approved adjustments after public consultation consideration of the submissions, Council approves a draft average rates increase of% for 2024/25 of the LTP.
- T. Council will further consider and adopt the final audited 2024-34 Long Term Plan on the 27 June 2024.

TŪĀPAPA | BACKGROUND

- 6 The Local Government Act 2002 requires the Council adopt a new Long-term Plan every three years. Elected members and iwi representatives attended a series of public briefings in the latter half of 2023 to agree Council’s direction on its financial and infrastructure strategies, proposed forecast financials, policies, levels of service and the content and messaging of the LTP Consultation Document.
- 7 The Council adopted the consultation document on 28 March 2024. Public consultation commenced on 28 March and concluded on 28 April 2024.
- 8 Following deliberations, the LTP will be amended for final audit and Council adoption at the Council meeting scheduled for 27 June 2024.
- 9 The Consultation Document asked the community to submit on the following:
 - How should the Council fund the increased cost to deliver three waters services and proposed two options.
 - How quickly should the Council proactively reduce Council debt and proposed three options.
 - How can the Council provide more sustainable council housing for our older people and proposed three options.
 - Should the Council introduce a new climate action targeted and proposed two options.
 - Updates to the Council’s Rates Remission and Revenue and Financing Policies.
 - Updates to the Council’s Development Contributions Policy and a new Development Contributions Limited Remissions Policy.
 - Updates to the Council’s Significance and Engagement Policy.
 - Proposed fees and charges for 2024/25.
 - A proposed Alcohol Licensing Fees bylaw.
 - What more could the Council do to enhance democracy.

- 10 Public Voice were contracted to undertake independent analysis of the 371 submissions received. Public Voice Limited is a research and engagement consultancy located in Wellington, New Zealand. They specialise in research and engagement activities related to public policy and public consultation.
- 11 Public hearings held on 2 May and 7 May 2024 gave submitters an opportunity to present their submissions to the Council. These hearings were live streamed and there was also dedicated timeslots for people to connect interactively online via Zoom. 51 submitters presented to the Council.
- 12 Public Voice provided the Council with a report capturing community preferences for the proposals in the Consultation Document. Their report is attached as Appendix 1 to this report.

HE KÖRERORERO | DISCUSSION

Analysis and officer recommendations

Proposal 1 - How should Council fund the increased costs to deliver three waters services?

- 13 60.3% agreed the Council should rates fund the \$4.7 million operating cost shortfall for three waters services in year 1 of the LTP (2024/25) while 39.7% favoured funding the shortfall by taking on \$4.7 million of debt each year.
- 14 Submitter comments indicate that those preferring rates funding of the shortfall felt that operating costs should not be funded by debt, and there was a strong sentiment that the district cannot afford unnecessary debt. In contrast, those who preferred debt funding the shortfall were concerned about the affordability of rates increases, and suggested Council focus on core services and reduce overall expenditure.

Officer recommendation:

That the Council maintains its preference to rates fund the \$4.7 million operating cost shortfall for three waters services.

Proposal 2 – Proactively reduce Council debt

- 15 15.1% advocated for rates increases of 8%, 32.6% advocated for rates increases of 7%, and the remaining 52% preferred 6%. While there was general agreement that the Council should reduce debt levels, there was a strong preference to keep annual rates increases as low as possible, slowing the pace of debt reduction.

Officer recommendation:

That the Council applies an average rate increase of 6% per year from 2025/26 to 2033/34 to build a resilient future and reduce debt, noting its preference was previously to apply an average rate increase of 7% per year across the same period.

Proposal 3 – providing more sustainable council housing for our older people

- 16 59.7% of respondents favoured transferring the Council’s older persons’ housing assets to a newly-established Community Housing Provider (CHP) with some level of council influence. Meanwhile 27.9% expressed a preference for transferring the assets to an existing CHP. 12.4% felt the assets should continue to be owned and operated by the Council.
- 17 Most respondents felt that housing should not be managed directly by the Council and should be put in the hands of providers with greater expertise and experience in social housing management. There was, however, strong support for the Council maintaining some level of influence in the ongoing service provision.

Officer recommendation:

That the Council maintains its preference to transfer its older persons’ housing to a new community housing provider.

Proposed changes to our rates

- 18 While 42.7% of respondents supported the introduction of a new targeted climate action rate based on a property’s capital value, 57.3% did not. Those in favour felt that the rate would increase transparency and allow for better tracking of climate action funding and spending, however those not in favour felt that no separation of cost was necessary. Many were also concerned that despite the rate proposing to shift costs from the general rate there would still be a rates increase for most ratepayers and affordability could become an issue.

Officer recommendation:

That the Council does not introduce a new climate action rate, noting its preference was previously to introduce a new Climate Action Rate

Rates Remission Policy

- 19 Public feedback on the updated Rates Remission Policy indicated support for the policy and its provisions for rates relief. A small number of submitters requested further concessions for older residents and rate postponement arrangements.
- 20 Officers note that the financial assistance remission in the policy and the Government’s rates rebate scheme are available to assist those who need help paying their rates. The postponement of rates, subject to qualifying criteria is also provided for in the policy.

Officer recommendation:

That the Council adopts the Rates Remission Policy with no changes.

Revenue and Financing Policy

- 21 The Revenue and Financing Policy sets broad ranges for public/private funding for each service provided by Council. In setting these ranges, the Council considers who benefits (the wider public or private users).
- 22 Submitter comments raise concerns about the affordability of rates and the extent of increases over time, and there was one suggestion that regulatory fees should be completely funded by user fees.
- 23 Additionally, there was a suggestion that the development contribution charge be reduced in favour of implementing a targeted rate for a set period to help offset the operating costs of new or upgraded assets related to the development. Officers note, however, that the Infrastructure Funding and Financing Act does provide a mechanism for this, subject to qualifying criteria.

Officer recommendation:

That the Council adopts the Revenue and Financing Policy with no changes.

Development Contributions and Development Contributions Limited Remission Policies

- 24 The general sentiment of respondents was support for the concept of development contribution charges to cover the infrastructure and servicing costs of development.
- 25 While many comments related to the structure and administration of the policy, several landowners requested the extension of funding service areas in Waikanae to include their property. There were also requests to alter the timing of capital works for the Waikanae water reservoir and pipeline works. Officers agree that the timing of this work will be examined as part of future annual and long-term plans.
- 26 Two submitters sought further reduction of development contributions for retirement units. Officers note that retirement units and aged care rooms are already discounted in the policy

in recognition of lower demand for some types of infrastructure than that of other residential developments.

- 27 The inclusion of open space and reserves contributions in the policy rather than financial contributions made under the District Plan was raised. Officers recommend that this be included in the scope of the next policy review ahead of the 2027-37 Long Term Plan.
- 28 Limited feedback on the Limited Remissions policy was received with one comment suggesting the policy be removed and capping community housing development contributions instead. The approach suggested, however, would not provide any remission and would be contrary to the intent of the policy. A query was raised at the Council meeting on 28 March 2024 on including the ability for the Council to recover any remitted development contributions where there may be change of use from community housing or papakāinga use. The policy will be monitored over next twelve months while suitable mechanisms to provide this security are investigated and reported back to the Council.

Officer recommendation:

That the Council adopts the draft Development Contributions Policy with extended maps for water and wastewater funding service areas in Waikanae as identified through the submissions.

That the Council adopts the draft Development Contributions Limited Remissions Policy with no changes.

That the Council agrees that officers further investigate and report back on security mechanisms that may be applied to protect the Council’s Development Contributions policy interests in the event of a change in use of a development from community housing or papakainga use.

Significance and Engagement Policy

- 29 The updated Significance and Engagement policy attracted limited comments from submitters. It was suggested that significant decisions be voted on by affected ratepayers at annual meetings, and that consulting with communities should be changed to listening to communities’ voices and acting on those views. One submitter asked that the policy allow for people to be notified on issues that affect them, for example on LIM report alterations.
- 30 Officers acknowledge these comments but note that the policy requirements are prescribed by the Local Government Act, and the policy provides a clear framework for identifying whether a matter should be consulted on and/or engaged directly with the community.

Officer recommendation:

That the Council adopts the draft Significance and Engagement Policy with no changes.

Fees and Charges and Alcohol Licensing Fees Bylaw

- 31 These items are addressed separately on the meeting agenda and are not addressed in this report.

Enhancing Democracy

- 32 Respondents expressed dissatisfaction with the way council operates in an undemocratic manner, citing examples such as disregarding the public’s vote on Māori wards and implementing policies without proper consultation. They emphasise the need for transparency, proper consultation and a reduction in staff who do not support democratic changes.

Officer recommendation:

That the Council continues to consider what more can be done to enhance democracy.

Additional funding requests received

33 In addition to feedback on the proposals presented in the LTP consultation document, requests for funding assistance were received from several submitters:

- **Te Ara Korowai:** The submitter requests \$86,000 per annum for their mental health community centre, as their current funding from Manatu Taonga ends in June 2024. Providing funding in the LTP will require additional rates revenue. On that basis, officers recommend supporting Te Ara Korowai to access alternative funding opportunities including annual Council contestable funding and grant programmes external to Council.
- **Kāpiti Citizens Advice Bureau: (CAB).** The submitter requests an annual operating grant of \$35,000 to cover their expected deficit in 2024/25. Allocating funding in the LTP will require additional rates revenue. Officers therefore recommend engaging with CAB to provide support for investigating other solutions that may be available, such as helping to secure more affordable accommodation. The potential for any future financial support from Council would need to be part of a wider consideration around shifts in the funding landscape for social and community organisations, and how Council may choose to respond to this.
- **NZ Symphony Orchestra.** The submitter requests a one-off contribution of \$53,000 towards the fit-out of the national music centre in Wellington’s Te Ngākau Civic Square. Officers recommend that the request be deferred for consideration in the 2025/26 or 2026/27 annual plan.
- **Wellington Free Ambulance (WFA).** The submitter requests a continuation of the current funding arrangement of \$26,500 annual grant with a further increase in funding based on forecast population increases.

Request	2024/25	2025/26	2026/27
Additional funding requested (opex)	\$22,500	\$23,200	\$24,000

Officers recommend that this matter be deferred and reconsidered in the 2025/26 or 2026/27 annual plan, including public consultation with the community, noting that WFA only services part of the Kāpiti Coast area.

- **Kāpiti Coast Trails Trust:** The submitter requests seed funding for operational costs to build business cases and seek future funding for the trails network. The funding requested is:

Request	2024/25	2025/26	2026/27
Operating (opex)	\$130,000	\$100,000	\$100,000
Capital (capex)	\$70,000	\$50,000	\$30,000

Operational support for the Trails Trust establishment is currently within the Parks and Reserves budget and work programme. Officers recommend we continue to progress through this avenue.

Officer recommendations:

That Council agrees to support Te Ara Korowai in seeking alternative funding.

That Council agrees to support Kapiti Citizens Advice Bureau in seeking alternative funding and accommodation options.

That Council defers the request for funding the NZ Symphony Orchestra’s music school fitout to the 2025/26 or 2026/27 Annual Plan.

That Council defers the request to increase the operating grant to the Wellington Free Ambulance to the 2025/26 or 2026/27 Annual Plan.

That Council agrees to continue the establishment of the Kapiti Coast Trails Trust as planned with no further funding allocated at this time.

Summary of officer recommendations

- 34 Officers recommend making two changes to the draft Schedule of Fees and Charges for 2024/25 as tabled in the report “Fees and Charges for 2024/25”, also included in the agenda for the Council meeting to be held on 23 May 2024.
- 35 At the time of issuing this report, actual year to date growth in the rating base has been higher than forecast, enabling an adjustment to the assumed growth for year one of the LTP. This has been factored into the average rates calculation below.
- 36 The table below summarises officer recommendations and the impact these have on the average rates increase for 2024/25 (year one of the LTP). Subject to Council approval, provided no changes were made to these recommendations, the average rates increase for 2024/25 of the LTP would be 16.99%.

Item	Officer Recommendation	Y1 Rates impact \$	Y1 Rates Impact %
What we consulted on			17.10%
Three waters funding	Fund the Three Waters shortfall through a 5% rates increase in year 1 (the proposed option)	-	-
Reduction of debt	Rates increases of 6% per annum from year 2	-	-
Housing for older people	Transfer older persons housing assets to a new CHP with Council representation (proposed option)	-	-
Climate Action targeted rate	Do not introduce new rate	-	-
Rates Remission Policy	No change recommended	-	-
Revenue & Financing Policy	No change recommended	-	-
Significance & Engagement Policy	No change recommended	-	-
Development Contributions Policies	Water and wastewater funding service areas are extended as identified	-	-
Additional requests			
Te Ara Korowai	Do not fund	-	-
Citizens Advice Bureau	Do not fund	-	-
NZ Symphony Orchestra	Defer to Y2/Y3 Annual Plan	Defer Y2-3	-
Wellington Free Ambulance	Defer to Y2/Y3 Annual Plan	Defer Y2-3	-
Kapiti Coast Trails Trust	Do not fund	-	-
Waikanae Pool	Do not progress	-	-
Fees and Charges			
Building files	No change recommended	-	-
Hall hire charges	Revert to 2023-24 fees + inflation	63,000	0.07%
Pool charges over 65's	No change recommended	-	-

Learn to Swim fees	Remove special needs fees as noted	-	-
Housing for Older Persons	Reduce rent increase from 30% to 15%	100,000	0.11%
Uplift in assumed growth of rating base (1.09% year to date vs 0.8% budgeted)			-0.29%
Total Year 1 Rates Increase Revised			16.99%

He take | Issues

37 There are no further issues in addition to those already covered in this report.

Ngā kōwhiringa | Options

38 This report reflects officers’ recommendations based on Council’s preferred options published in the LTP Consultation Document and considering the independent analysis of the 371 submissions as provided by Public Voice.

39 The Council has the delegated authority to consider alternate options and amend these recommendations, provided it’s not a material departure from what was consulted on.

Mana whenua

40 Mana whenua representatives were invited to Council workshops and briefings throughout the development of the LTP.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

41 There are no climate change issues in addition to those already covered in this report

Ahumoni me ngā rawa | Financial and resourcing

42 There are no financial and resourcing considerations in addition to those already covered in this report.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

43 The Council has fully complied with all local government legislative requirements and has fully considered all organisational risks in developing this LTP.

Ngā pānga ki ngā kaupapa here | Policy impact

44 There are no policy impacts in addition to those already covered in this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

45 The Council will respond to all submitters outlining the results and analysis of the 371 submissions including decisions made by Council at this meeting.

Te mahere tūhono | Engagement planning

46 The Council has followed the Special Consultative Process as prescribed by the Local Government Act to develop the LTP. No further engagement events for this LTP are planned prior to Council adoption on 27 June 2024.

Whakatairanga | Publicity

47 A media release is planned to be issued following this meeting.

NGĀ ĀPITIHANGA | ATTACHMENTS

1. Public Voice Analysis of LTP 2024-34 Submissions (under separate cover) [↔](#)

7.2 PROPOSED ALCOHOL LICENSING FEES BYLAW

Kaituhi | Author: **Chris Worth, Principal Policy Advisor**

Kaiwhakamana | Authoriser: **Kris Pervan, Group Manager Strategy & Growth**

TE PŪTAKE | PURPOSE

- 1 This report outlines the feedback received from consultation on the draft Alcohol Licensing Fees Bylaw and recommends Council's adoption of the bylaw.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not applicable.

TE TUKU HAEPAPA | DELEGATION.

- 3 Together Section 405 of Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013 give Council the power to make a bylaw for the purposes of setting alcohol licensing fees. Council has the delegation for making decisions on bylaws under the Governance Structure and Delegations for the 2022-2025 Triennium.

TAUNAKITANGA | RECOMMENDATIONS

That the Council:

- A. **Receives** the report "Proposed Alcohol Licensing Fees Bylaw" dated 23 May 2024.
- B. **Notes** the analysis of submissions received from consultation carried out between 28 March to 28 April 2024, as detailed in Submission Analysis section of this report.
- C. **Agrees** to adopt:
 - C.1 The **Alcohol Licensing Fees Bylaw 2024** at Attachment 1, increasing the level of cost recover to 90% over five years.

OR

 - C.2 The **Alcohol Licensing Fees Bylaw 2024** at Attachment 1, increasing the level of cost recover to 90% over five years, with option to further review the level of cost recovery ahead of the next Annual Plan (for example, lifting recovery to 100%).

OR

 - C.3 The **Alcohol Licensing Fees Bylaw 2024** as amended by Council at this meeting.
- D. **Delegates** power to the Mayor and Chief Executive to make amendments to the Alcohol Licensing Fees Bylaw to incorporate any substantive feedback from the Committee arising from considerations of submissions.
- E. **Directs** staff to report back on an operational policy to consider reducing by one category the risk assessment for a licenced premise, on a case-by-case basis, and the criteria to guide such assessment.

TŪĀPAPA | BACKGROUND

- 4 This paper builds on Council's decision on 28 March 2024 where it resolved to consult on a proposed Alcohol Licensing Fees Bylaw to prescribe fees for its Alcohol Licensing functions, with Option 1 of the paper approved. This paper is attached as background in Attachment 3.
- 5 Of particular note:

- 5.1 The current fees for Alcohol Licensing were set in Regulation in 2013, and although reviewed in 2017, have not been increased since introduced. As a consequence, the level of recovery of (increasing) costs to Council has steadily reduced over time.
- 5.2 To ensure appropriate cost recovery is in place, Council proposed a Bylaw introducing increased fees. Fees are to increase in three steps across a five-year period, to eventually recover 90% of the cost of the alcohol licensing function.
- 5.3 In the proposal consulted on, for licences and licence renewals the increases are to occur as follows:
 - Year 1: A 32% increase for Very low and Low risk premises and 60% increase for Medium to Very high-risk premises.
 - Year 3: No increase for Very low and Low risk premises and 16% increase for Medium to Very high-risk premises.
 - Year 5: A 5% increase for Very low and Low risk premises and 10% increase for Medium to Very-high risk premises.
- 5.4 For Special licences, the increases are:
 - Year 1: 60% for Class 1, 2 and 3 licences.
 - Year 3: 16% for the 3 classes.
 - Year 5: 10% for the 3 classes.
- 6 The proposed increases would bring in a further \$387,000 over the five years and take cost recovery from the current 70% up to 90% by year five, reducing the level of subsidisation from the general rate.
- 7 Consultation on the proposed new Alcohol Fees Bylaw was undertaken through April 2024, and submissions were heard in the LTP hearings between 2 and 7 May 2024. The submissions analysis and proposed next steps are outlined in this paper.

HE KŌRERORERO | DISCUSSION

He take | Issues

Submissions analysis

- 8 In total Council received 48 submissions on the proposed bylaw. Of those, five submitters requested to address Council at hearings held on 2 and 7 May 2024.
- 9 Thirty-seven submissions supported introducing the bylaw, with ten against and one unsure. Of the 48 respondents:
 - 9.1 36 were on behalf of individuals,
 - 9.2 12 from organisations. Of the organisations, eight sold or supplied alcohol.
- 10 Respondents came from across the district. Four respondents came from outside the district, and two did not indicate where they came from. Attachment 2 has further analysis of the submissions.
- 11 Submissions are attached at Attachment 4.
- 12 From the 48 submissions, there were 69 submission points directly related to the bylaw, the timing of its implementation and the quantum of the proposed increases. Additionally, there were 16 further submission points on matters pertaining to alcohol and its sale, supply, and consumption.
- 13 Themes arising from the 69 submission points that commented directly on the bylaw included:

- **Group 1:** 36 submission points agreed with the increase in fees to reduce the impact on general rates. The points raised issues of user pays, that those who profit from the sale of alcohol should pay the cost of doing business, that alcohol was a harmful product, the community already subsidised its sale and supply through regulating and mitigating its societal effects, and that the proposals seemed fair. These submissions of support came predominantly, but not exclusively, from individuals or organisations not involved in selling alcohol. Of these submitters, five identified that Council should be looking to recover 100% of costs associated with the licensing activity.
 - **Group 2:** A smaller grouping of submission points (6) extended these comments to include the bylaw giving Council greater control over licensing, making getting an alcohol licence harder, that the industry should contribute more fairly to the true cost of alcohol, and that the approach was consistent with that of the wider Wellington region.
 - **Group 3:** In opposition, nine submissions points raised concerns at the timing of the increases (given the current economic climate and recent years of difficulty for the hospitality sector), the impact on small businesses, and that the increases amounted to nearly 100% over the five years. These submission points came predominantly from businesses trading in alcohol.
 - **Group 4:** A further 11 submission points developed these concerns further, raising matters such as the first year's 60% increase being too steep, that Council needed to find efficiencies in its operations and not just pass costs on, and having no confidence that it wasn't just another revenue gathering exercise. Two questions were raised around what had changed in the service to warrant more cost (i.e. more scrutiny); and the justification for a 100% increase over the 5 years. These submission points came predominantly from businesses trading in alcohol.
 - **Group 5:** Six submission points commented on the risk-based approach, some seeing it as fair and equitable, while others had issues with it, with two submitters suggesting different approaches to assessing risk or the timing and incident of payment.
- 14 Additional to these Submission points directly commenting on the bylaw, there were 16 more general comments on general matters to do with the sale, supply, and consumption of alcohol.

Specific points raised

- 15 From the submission points and from comments made in presentations to elected members at the hearings, three themes emerged that are further commented on below.

Efficiency

- 16 A number of submissions raised points about Council increasing fees to cover extra costs of the administration of the licensing function.
- 17 In response to this, we provide the following information:
- 17.1 Council's costs in this area have increased across time and are due to factors of general inflation (particularly since 2020) and increased licensing numbers. Currently, the regulated fees for licensing services, first set in 2013, have not increased since 2013.
 - 17.2 The proposed fees anticipate ongoing increases in costs through inflation and are set to increase direct cost recovery from the current 70% to 90%, as a truer reflection of cost/benefit to licence holders. Notably, there were submitters who suggested the private benefit should be assessed at 100%.
 - 17.3 Over the last three years, staffing levels for the function have increased have remained stable at two staff with some support from Democracy services. Over that same period total application processes (licence applications and licence renewals) have remained relatively stable over last four years, 416 to 418 (Table 2). It is not anticipated that staff levels will change within the initial five-year period of the bylaw's fee increases.

17.4 The introduction of an Alcohol Licensing Fees Bylaw will re-allocate costs between council rates and applicant fees and is based on a re-alignment of the public/private costs/benefits of the licensing system. It is aimed at lessening the burden of the function on ratepayers and assigning it more fully to the immediate beneficiary of the service, licence holders.

17.5 The reallocation of costs continues to recognise an element of public good arising from the function, with a retention of 10% of the costs to continue to be funded from rates (after five years). However, 5 submitters advocated against this point, suggesting Council recover 100% of costs. Of note is that the legislation itself (Section 402 (1)(a)) supports this position.

Table 2: Licensing Application processes, 2020 to 2023

Annual DLC Reports	2019-2020	2020-2021	2021-2022	2022-2023	2023-24 (YTD)
Premises Licences	68	61	81	4	40
Special Licences	120	157	137	138	140
Manager Certificates	210	212	212	220	173
Temporary Authorities	18	13	16	12	6
Total Application Processes	416	443	446	424	359
Staff Resource*	2	2	2	2	2

❖ Current staff levels are made up of 1.5 FTE Licensing Officers, and 0.7 Admin Support

Classification of premises by risk

18 A small number of submitters queried the risk allocation system that assigns premises to the five different risk categories, very low through to very high.

19 In response to this, we provide the following information:

19.1 As the risk categories are set via a weighting calculation prescribed nationally¹, Council is not afforded discretion in how the category is calculated for a particular premises (e.g. bottle stores score 15 on the type of premise weighting so are immediately in the medium risk category regardless of opening hours or lack of enforcement action).

19.2 However, a TLA can reduce the fee category of an applicant by one level (only) for example, from high to medium, where it considers this is appropriate in the circumstances. Council would likely need to consider each application on a case-by-case basis against some agreed criteria.

19.3 One submission also identified the inequitable treatment under the fees schedule given their risk categorisation compared to other premises. There is currently scope under regulations for Council to make changes to risk categories for specified premises meeting specific conditions. Council has done this twice previously:

19.3.1 in 2013 (Clubs from Low to Very Low under specific circumstances and Café from Low to Very Low when it doesn't operate after 5pm), and

19.3.2 in 2016 (Gift basket supplier from Low to Very Low if no shop front, and Special Licences for service clubs (Lions, Rotary) and Retirement Village Associations from Class 3 to Class 2 under specific circumstances).

19.4 If agreed, Officers can bring further advice and options for Council to consider around the possible approaches to apply. To be noted, this situation affects very few premises.

Impact of special licence cost on small venues

¹ [weighting calculation prescribed nationally](#)

- 20 Special licences can either be granted for one-off events, or for a series of linked events. This can have an impact on the costs to the applicant if the events are applied for as a single application or separately. Council Officers are happy to provide advice for any applicant as to how to plan ahead and reduce costs where it is appropriate within the application process.

Ngā kōwhiringa | Options

- 21 In considering whether to proceed with the bylaw, Council has four options:

Option	Reason	Impact
<p>Option 1: adopt the bylaw² as presented in Attachment 1, which includes weighted increases by risk category, introduced in a staged manner at years, 1, 3 and 5.</p> <p>(Recommended)</p>	<p>This approach balances recovery of costs earlier in the process while not impacting business with the full increase immediately.</p> <p>It responds to the very clear message in the majority of submissions that rates funding should reduce, and licensing fees are a legitimate cost of business for alcohol outlets.</p>	<p>Provides an early boost to cost recovery.</p> <p>May be more onerous on small low risk businesses.</p> <p>Reaching cost recovery goals across the five years more quickly</p>
<p>Option 2: adopt the bylaw, maintaining the risk weightings, but amending it so that the increases are evenly spread across the five years, with an increase each year.</p>	<p>This approach will lessen the impact of the increases in the first year especially on smaller business and responds to concerns around additional costs in difficult trading times.</p>	<p>Cost recovery delayed, although eventually reaching the 90% wanted.</p> <p>Easier on business cashflow, particularly for smaller businesses.</p>
<p>Option 3: adopt the bylaw, without the risk weightings, and amending it so that the increases are evenly spread across the five years, with an increase each year.</p>	<p>This approach would more evenly spread the impact of the increases between business categories and across years, particularly for the first year, and responds to concerns around additional costs in difficult trading times.</p>	<p>Treats all application as equal in complexity.</p> <p>Significantly higher impact on small business that pose less risk.</p> <p>Cost recovery delayed, although eventually reaching 90% wanted.</p>
<p>Option 4: adopt the Alcohol Licensing Fees Bylaw 2024 at Attachment 1, increasing the level of cost recover to 90% over five years, with a review of options to lift the level of cost recovery to 100% ahead of the next Annual Plan.</p>	<p>This approach balances recovery of costs earlier in the process while not impacting business with the full increase immediately.</p> <p>It responds to the very clear message in the majority of submissions that rates funding should reduce, and licensing fees are a</p>	<p>Provides an early boost to cost recovery.</p> <p>May be more onerous on small low risk businesses.</p> <p>Reaching cost recovery goals across the five years more quickly.</p>

²Note that the draft bylaw attached has been amended slightly from that which went out for consultation. The main amendment being the addition of information about the risk categories and assessment criteria, are provided for clarity.

Option	Reason	Impact
	legitimate cost of business for alcohol outlets. Adds the option of reviewing options to increase recovery of costs to 100%.	Recovers full costs for undertaking the licensing function from licensees. Reviewing and increasing fees so quickly after setting the bylaw may have reputational risk for Council.
Option 5: Do not implement the bylaw	Maintains status quo during an uncertain economic environment.	Cost recovery delayed indefinitely. Easier on business cashflow, particularly for smaller businesses.

- 22 Option One is **recommended** as, increasing the cost recovery level to 90% over five years reflects the intention of the national legislation to support Council to:
- carry out its functions under the Act, and to
 - recover the cost of doing so, while
 - ensuring a robust licencing system, and
 - the better monitoring of licensees for compliance.
- 23 It retains an element of public good funding (10% at year 5) from rates recognising Council’s role in minimising alcohol related harm in the district and administering the Act’s licensing regime for the benefit of the whole community.
- 24 It reduces the significant level of rates subsidy of private businesses arising from the current under-recovery of costs.
- 25 With respect to the larger increase in year one, the impact on smaller businesses has been recognised through weighting increases more heavily on the larger, higher risk businesses, with a lower year one increase, no increase in year three, and a final smaller increase in year five. The dollar amounts of the increases reflect the relative levels of turnover for each category of business.
- 26 In response to points raised by submission for recovering 100% of costs for the licensing function over the five years, officers have had a preliminary look at this matter following discussion with councillors. However, appropriate due diligence is needed to determine the implications to ensure that the burden of cost is borne appropriately between private and public good. Further work is required to explore this, and if agreed to by Council, further advice will be bought back on options leading into the 2025/2026 annual plan. This is further discussed in paragraph 33 below.

Mana whenua

- 27 There are no specific or general impacts on mana whenua, or tangata whenua more broadly, from Council adopting an Alcohol Licensing Fees Bylaw as the mechanism for cost recovery of the Alcohol Licensing function. However, Council is aware of the interest our iwi partners have in alcohol licensing matters and in any initiatives that can help reduce alcohol related harm in the community. Maintaining a robust alcohol licensing inspectorate that can monitor licenced premises and deliver effective education to licensees on their responsibilities under the Act and their respective licences, supports this.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 28 There are no climate change implications associated with implementing an Alcohol Licensing Fees Bylaw.

Ahumoni me ngā rawa | Financial and resourcing

- 29 The proposed bylaw implements new fee amounts and charging regime for existing functions and associated activities, replacing existing fees. The new fees will be included within any update of Council's Fees and Charges Schedules for the new financial year if adopted. There may be a small operational cost in publicity for the fee changes which will be met within baselines.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 30 The fees bylaw is being proposed in accordance with s.405 of the Act and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013.
- 31 A consultation approach was developed and implemented that met the specific requirements of s.405 of the Act and Council's general consultation approach as signalled by its Significance and Engagement Policy and the requirements of s.76AA of the Local Government Act 2002.

Ngā pānga ki ngā kaupapa here | Policy impact

- 32 If adopted, new fees will apply as new licence applications come in throughout the year and existing licences come up for renewal. The increase in cost recovery will unlikely exceed existing Revenue and Financing Policy splits. However, for the 2025/26 Annual Plan, the Revenue and Financing Policy will need to be reviewed and potentially amended to adjust, if necessary, the public/private cost/benefit split.
- 33 Any decision to increase the level of cost recovery above 90% can be looked at the same time. However, any potential change proposed to the bylaw would likely require further consultation. There could be a reputational risk to Council increasing fees again so soon after setting the bylaw.
- 34 The Act does not prescribe any particular review period for an Alcohol Licensing Fees Bylaw, although the fees regulations, which the bylaw supersedes within the district, must be reviewed every five years. It is proposed therefore, that the bylaw, if commencing on 1 July 2024, set fees for the next five years, with a five-yearly review of the bylaw instituted to keep the fees up-to-date.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 35 Licensees will be provided notice that this report is to be presented to Council at this meeting.
- 36 Submissions have been published on the Have Your Say webpage for the bylaw consultations, and after Council's decision on adopting the bylaw, a Summary of Submissions will be made available on Council's website. All submitters, licensees and interested parties, will be provided a copy of the Summary and of Council's decision on the bylaw's adoption.

Whakatairanga | Publicity

- 37 Subject to the decision to adopt, the Alcohol Licensing Fees Bylaw will be publicised on Council's website and licensees will be notified of the new fees. The new fees will be available on Council's Fees and Charges webpage and Alcohol Licensing webpage.

NGĀ ĀPITIHANGA | ATTACHMENTS

1. Proposed Alcohol Licensing Fees Bylaw 2024 [↓](#)
2. Proposed Alcohol Licensing Fees Bylaw - Submission analysis [↓](#)
3. Proposed Alcohol Licensing Fees Bylaw - March 2024 Report [↓](#)
4. Proposed Alcohol Licensing Fees Bylaw - Submissions received (under separate cover) [⇒](#)

Attachment 1:

**KAPITI COAST DISTRICT COUNCIL
ALCOHOL LICENSING FEES BYLAW 2024
1 July 2024**

Pursuant to the Sale and Supply of Alcohol Act 2002 and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, Kapiti District Council makes the following Bylaw about alcohol licence fees.

Part A

Preliminary provisions

1. Title

1.1 This Bylaw is the Alcohol Licensing Fees Bylaw 2024.

2. Commencement

2.1 This Bylaw comes into force on 1 July 2024.

3. Application

3.1 This Bylaw applies to the Kāpiti Coast District.

4. Purpose

4.1 The purpose of this Bylaw is to prescribe fees for on-licences, off-licences, club licences, and Special Licences in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013 and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013.

5. Interpretation

- 5.1 Unless the context otherwise requires, words and phrases in the Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Fees) Regulations 2013 have the same meaning in this Bylaw.
- 5.2 Council means the Kapiti Coast District Council.
- 5.3 Any explanatory notes and attachments are for information purposes, do not form part of this bylaw, and may be made, amended, and revoked without formality.
- 5.4 The Legislation Act 2019 applies to this Bylaw.

6. Risk Categories of Premises

- 6.1 The Five Risk categories are:
- 6.2 Very low, Low, Medium, High, and Very High
- 6.3 The five risk categories are based on assessment of three weighted risk factors:
- the type of premises (Restaurant/ Bottle Store/ Club etc.);
 - the latest trading hour allowed by licence and type of licence. (Whether an on-licence finishes earlier or later than 2am, or off-licence finishes earlier or later than 10pm); and the number of enforcement holdings against the premises in last 18 months.

Part B Fees

7. Fees payable

- 7.1 Tabled below are the fees payable to Council for licence application fees, annual relicensing fees, and special licence fees, for functions undertaken by Council under the Sale and Supply of Alcohol Act 2012.

Table 1: Licence Application Fees

Category of premises	Default	Year 1 - Fees	Year 3 - Fees	Year 5 - Fees
Very Low	368.00	485.00	485.00	510.00
Low	609.50	804.50	804.50	845.00
Medium	816.50	1,306.50	1,551.50	1,667.00
High	1023.50	1,637.50	1,899.50	2,089.50
Very High	1207.50	1,932.00	2,241.00	2,465.00

Table 2: Annual Relicensing Fees

Category of premises	Default	Year 1 - Fees	Year 3 - Fees	Year 5 - Fees
Very Low	161.00	212.50	223.00	234.00
Low	391.00	516.00	541.00	569.00
Medium	632.00	1,011.00	1,112.00	1,223.50
High	1035.00	1,656.00	1,821.50	2,004.00
Very High	1437.50	2,300.00	2,530.00	2,783.00

Table 3: Special Licence Fees

Special License	Default	Year 1 - Fees	Year 3 - Fees	Year 5 - Fees
Class 1	575.00	920.00	1,092.50	1202.00
Class 2	207.00	331.00	393.00	432.50
Class 3	63.25	101.00	120.00	132.00

Related information

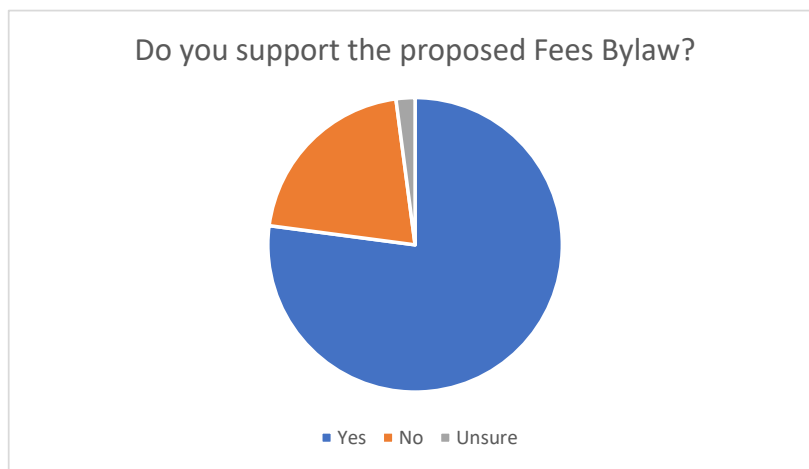
All fees and fee categories represented are as provided in the Sale and Supply of Alcohol (Fees) Regulations 2013. The fees set out in Tables 1, 2 and 3 replace the fees payable under clause 7 of the Regulations but are determined using the framework set by clauses 4, 5 and 6 of the Regulations. All other fees remain as provided for in the Regulations.

Attachment 2: Submission analysis

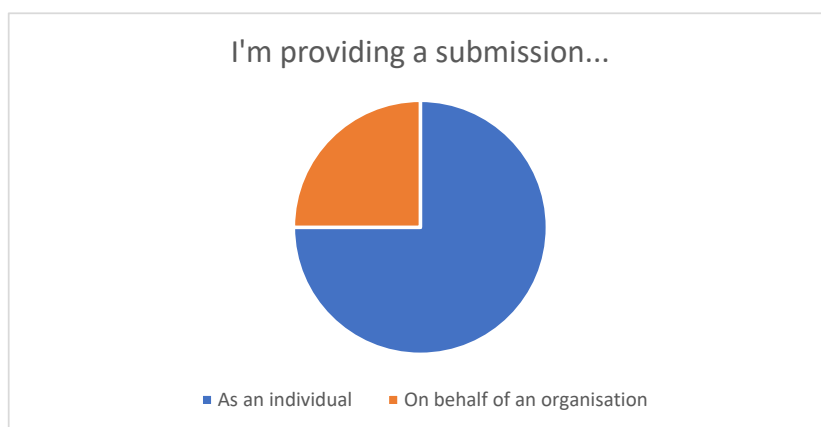
Number of Submissions received: 48

Q. Do you support the proposed Alcohol Licensing Fees Bylaw?

Do you support the proposed Alcohol Licensing Fees Bylaw?	
Yes	37
No	10
Unsure	1



Q. Submission type: I'm providing a submission...	
As an individual	36
On behalf of an organisation	12



7.3 FEES AND CHARGES FOR 2024/25

Kaituhi | Author: **Sheryl Gavin, Principal Advisor Corporate Services**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

TE PŪTAKE | PURPOSE

1. To adopt the schedule of fees and charges for the 2024/25 financial year.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. The Council reviews and adjusts its fees and charges annually. For the 2024/25 financial year increases were limited to the Local Government Cost Index (LGCI) inflation factor of 2.9% with several exceptions that were consulted on from 28 March through to 28 April 2024.

TE TUKU HAEPAPA | DELEGATION

3. Only the Council has the authority to approve fees and charges.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council notes and receives this report, including Appendix 1 to this report.
- B. That the Council approves the following amendments to the draft Schedule of Fees and Charges that was previously adopted on 28 March for consultation:
 - a. Hall Hire charges reverted back to 2023-24 charges plus 2.9% LGCI inflation
 - b. Removal of the following items from Swimming Pool charges:
 - i. Learn to Swim: private lessons \$18 (special needs); and
 - ii. Learn to Swim: private lessons (special needs) – 5 concession \$80 (20-minute lesson).
 - c. Housing for Older Persons rental fees as follows:
 - i. Individuals weekly rent reduced from \$234 to \$208
 - ii. Couples weekly rent reduced from \$347 to \$305.
- C. That the Council adopt the amended Schedule of Fees and Charges for 2024/25 as attached as Appendix 1 to this report.

TŪĀPAPA | BACKGROUND

- 4 The Revenue and Financing Policy guides our decisions on how to fund Council services. The policy takes into consideration who benefits from a service (individuals, parts of the community or the community as a whole) to help determine how the service should be funded. It then sets targets for each Council activity specifying which portion should be funded from user charges, general rates, targeted rates, and other sources of income.
- 5 The Council's Revenue and Financing Policy and funding targets were reviewed by Officers and consulted on through the special consultative procedure as part of the 2024-34 Long Term Plan (LTP). The policy will be adopted by the Council as part of the final LTP on 27 June 2024.

HE KÖRERORERO | DISCUSSION

Submissions received raised various concerns:

- 6 **Building file fees.** Two submitters were concerned that the cost of obtaining a building file will rise from \$19 to \$119. Officers acknowledge this is a significant increase, however it covers the actual administration time for supplying the material. Officers recommend that the Council proceed with the increased fee as proposed.
- 7 **Hall hire charges.** Several submissions were received from community providers concerned that the increase in charges may compromise their ability to continue to deliver much-valued programmes at community halls. Upon analysis of these submissions, officers acknowledge the potential negative effect these fee increases may have on the community and recommend that fees and charges for hall hire revert to the fees for 2023-24 adjusted for inflation at the LGCI factor of 2.9%.
- 8 **Swimming pools.** A small number of submitters request free access to pools for over 65's. Officers note that this demographic is a considerable part of our market and account for approximately 35% of pools revenue. Over 65's already enjoy significantly discounted admission fees. On this basis officers recommend the Council proceed with the swimming pool fees as proposed.
- 9 Although no submissions were received on the topic, officers also recommend that fees for special needs Learn to Swim be removed due to lack of uptake for this recently reviewed service. A review of the Learn to Swim programme found this service had become a "catch all" for a variety of customer needs with no qualifying criteria. The aquatics team is piloting another more targeted product for students with higher needs. If the pilot is successful, a continuance will be proposed for the 2025/26 fees and charges.
- 10 **Housing for Older Persons rent.** The proposed schedule of fees for Older Persons rent included rent increases of 30% based on a combination of increased maintenance costs and an attempt to move closer to the Revenue and Financing Policy private funding criteria.
- 11 Officers acknowledge the potential negative effect an increase of this extent will have on many tenants, and therefore suggest that the increase be reduced to 15% from 2023/24. This results in an annual decrease in rent revenue of \$100,000 in year 1 (2024/25) of the LTP (as the impact was intended to take effect part-way through the year) and \$158,000 in subsequent years.

He take | Issues

- 12 There are no further issues other than those already discussed in this report.

Ngā kōwhiringa | Options

- 13 There are no further options other than those already discussed in this report.

Mana whenua

- 14 There are no mana whenua considerations arising directly from this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 15 There are no climate change considerations arising directly from this report.

Ahumoni me ngā rawa | Financial and resourcing

- 16 There are no financial considerations other than those already discussed in this report.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 17 The Local Government Act 2002 Section 150 allows fees and charges to be imposed by a local authority. The fees and charges meet the requirements under the LGA and all other relevant legislation.

Ngā pānga ki ngā kaupapa here | Policy impact

- 18 This report is linked to the Revenue and Financing Policy which is a key policy document of the LTP that is to be adopted by the Council on 27 June 2024.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 19 A comprehensive communications and engagement plan was developed to guide consultation activities on fees and charges alongside the LTP.

Te mahere tūhono | Engagement planning

- 20 No further engagement is required.

Whakatairanga | Publicity

- 21 A media release will be published following adoption of the Fees and Charges for 2024/25.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Schedule of Fees and Charges for 2024/25 [↓](#)

8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**8.1 CONFIRMATION OF MINUTES**

Author: Anna Smith, Senior Advisor, Democracy Services

Authoriser: Mark de Haast, Group Manager Corporate Services

Taunakitanga | Recommendations

- A. That the minutes of the Council meeting of 2 May be accepted as a true and correct record.
- B. That the minutes of the Council meeting of 7 May be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Council Minutes - 2 May 2024 [↓](#)
2. Council Minutes - 7 May 2024 [↓](#)

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION

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
9.1 - Property Acquisition	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
9.2 - Major Events Fund 2024-25	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

10 CLOSING KARAKIA

Kia tau ngā manaakitanga ki runga i a
tātou katoa,

May blessings be upon us all,

Kia hua ai te mākihikihi, e kī ana

And our business be successful.

Kia toi te kupu

So that our words endure,

Kia toi te reo

And our language endures,

Kia toi te wairua

May the spirit be strong,

Kia tau te mauri

May mauri be settled and in balance,

Ki roto i a mātou mahi katoa i tēnei rā

Among the activities we will do today

Haumi e! Hui e! Taiki e!

Join, gather, and unite! Forward together!