

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 27 JUNE 2024 AT 9.35AM**

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

IN ATTENDANCE: Mr Frank Hippolite, Mr David Shand, Ms Kim Tahiji (via Zoom), Mr Cam Butler, Mr Richard Mansell, Mr Darren Edwards, Mr Mark de Haast, Mr Sean Mallon, Mr Brendan Owens, Ms Kris Pervan, Ms Hara Adams, Mr James Jefferson, Ms Rach Wells, Ms Kate Coutts, Ms Steffi Haefeli, Ms Anna Smith, Mr Evan Dubisky

WHAKAPĀHA | APOLOGIES: Mr Bede Laracy

LEAVE OF ABSENCE: Cr Sophie Handford

1 NAU MAI | WELCOME

The Mayor welcomed everyone to the meeting.

2 KARAKIA | COUNCIL BLESSING

The Mayor asked Mr Frank Hippolite to open the meeting with karakia.

Mr Cam Butler joined the meeting at 9:36am.

Cr Kathy Spiers read the council blessing.

3 WHAKAPĀHA | APOLOGIES

APOLOGY

RESOLUTION CO2024/86

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Shelly Warwick

That the apology received from Mr Bede Laracy 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 raised at this meeting.

5 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

No petitions were presented at the meeting.

6 NGĀ WHAKAWĀ | HEARINGS

There were no hearings at the meeting.

7 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

Julia Palmer of the Reikorangi Residents Association spoke to the Reports and Recommendations from Community Boards report and answered questions from elected members.

Michael Papesch spoke to the Adoption of Long-term Plan for 2024-2034 and Treasury Management Policy 2024 report and answered questions from elected members.

8 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) There were no leaves of absence requested at this meeting.
- (b) No matters of an urgent nature were raised at this meeting.

9 TE PŪRONGO A TE KOROMATUA | MAYOR'S REPORT

No Mayor's Report was brought to this meeting.

10 PŪRONGO | REPORTS

Cr Prvanov left the meeting at 10:28am and returned at 10:29am.

10.1 ADOPTION OF THE LONG-TERM PLAN FOR 2024-2034 AND TREASURY MANAGEMENT POLICY 2024

Mark de Haast, Group Manager Corporate Services, introduced the report and answered questions from elected members.

RESOLUTION CO2024/87

Moved: Mayor Janet Holborow
Seconder: Deputy Mayor Lawrence Kirby

That the Council:

- A. Adopts the Long-Term Plan for 2024-2034 (Appendix 1) as amended in accordance with the decisions made at deliberations meetings on 23 and 30 May 2024, and final changes notified by Ernst & Young.

For: Mayor Janet Holborow, Deputy Mayor Lawrence Kirby, Crs Sophie Handford, Rob Kofoed, Liz Koh, Jocelyn Prvanov, Shelly Warwick and Nigel Wilson

Against: Crs Glen Cooper, Martin Halliday and Kathy Spiers

CARRIED 8/3

RESOLUTION CO2024/88

Moved: Mayor Janet Holborow
Seconder: Deputy Mayor Lawrence Kirby

That the Council:

- B. Adopts the Treasury Management Policy 2024 (Appendix 2).

CARRIED

Councillor Cooper abstained from the vote.

RESOLUTION CO2024/89

Moved: Cr Nigel Wilson
Seconder: Cr Shelly Warwick

That the Council:

- C. Delegates to the Mayor and the Chief Executive, the authority to approve minor editorial changes to the material adopted prior to publication.

CARRIED

Cr Handford (via Zoom) left the meeting at 10:43am and returned at 10:44am.

10.2 SETTING OF RATES, DUE DATES AND PENALTIES FOR 2024/25

Mark de Haast, Group Manager Corporate Services, took the report as read and answered questions from elected members and independent members.

RESOLUTION CO2024/90

Moved: Cr Liz Koh
Seconder: Cr Shelly Warwick

- A. That the Council set the following rates under Section 23 of the Local Government (Rating) Act 2002, on rating units in the Kāpiti Coast District (District) for the financial year commencing on 1 July 2024 and ending 30 June 2025:

Districtwide General Rate

A Districtwide general rate set under section 13(2)(b) of the Local Government (Rating) Act 2002, assessed on a differential basis on all rateable rating units in the District as follows:

a rate of 0.33452 cents in the dollar (inclusive of GST) of land value on every rating unit in the urban rating area of the District as per the Council's rating area maps;

a rate of 0.12712 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R1 as defined in the Funding Impact Statement;

a rate of 0.07359 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R2 as defined in the Funding Impact Statement;

a rate of 0.23416 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R3 as defined in the Funding Impact Statement.

Districtwide Community Facilities Rate

A Districtwide targeted rate for community facilities, set under section 16(3)(a) and 16(4)(b) of the Local Government (Rating) Act 2002, assessed on a differential basis on all rateable rating units in the District as follows:

all rateable rating units other than Accommodation/Hospitality and Motels and camping grounds - \$1,083.40 (inclusive of GST) per separately used or inhabited part of a rating unit.

Accommodation/Hospitality (other than motels and camping grounds) - \$2,166.80 (inclusive of GST) per separately used or inhabited part of a rating unit.

Motels and camping grounds - \$325.02 (inclusive of GST) per separately used or inhabited part of a rating unit.

Districtwide Roading Capital Value Rate

A Districtwide targeted rate for roading, set under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002, assessed on all rateable rating units in the District as follows:

a rate of 0.09667 cents in the dollar (inclusive of GST) of capital value on all rateable rating units in the District.

Districtwide Stormwater Rate

A Districtwide targeted rate for stormwater, set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, on all rateable rating units in the District's stormwater rating areas as per the Council's stormwater rating area maps as follows:

a rate of 0.01989 cents in the dollar (inclusive of GST) of capital value on all rating units.

Districtwide Water Supply Fixed Rate

A Districtwide targeted rate set under section 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002, assessed on all rating units connected or capable of being connected to the District's water supply, assessed on a differential basis as below. The Districtwide water supply fixed rate is invoiced as a daily rate for convenience.

General - \$260.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Medium Scale - \$234.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Large Scale - \$208.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Accommodation/Hospitality – \$520.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Serviceable - \$260.00 (inclusive of GST) per rating unit not connected to the district's water supply, but within 100 metres of a water main and capable of being connected.

Districtwide Water Supply Volumetric Rate

A Districtwide targeted rate set under section 19(2)(a) of the Local Government (Rating) Act 2002 on each rating unit which is provided with a metered water supply service.

Volumetric rate of water consumed or supplied - \$1.39 (inclusive of GST) per cubic metre.

Hautere/Te Horo Water Supply Rate

A targeted rate for water supply set under section 19(2)(a) of the Local Government (Rating) Act 2002 per unit of water supplied by the Hautere/Te Horo water supply.

A fixed charge of \$571.92 (inclusive of GST) per unit of allocation to the Hautere/Te Horo water supply (annual allocation of 1 unit = 1 cubic metre of water per day).

Districtwide Wastewater Disposal Rate

A Districtwide targeted rate for wastewater disposal, set under sections 16(3)(b) and 16(4)(b) on rating units in the Waikanae, Paraparaumu, Raumati and Ōtaki rating areas, as shown on the Council's rating area maps.

General - \$554.00 (inclusive of GST) per rating unit connected to the sewerage system.

Community - \$277.00 (inclusive of GST) per water closet or urinal connected to the sewerage system.

- Educational – \$249.30 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Recreational - \$138.50 (inclusive of GST) per water closet or urinal connected to the sewerage system.

- Large Scale Commercial/Residential - \$277.00 (inclusive of GST) per water closet or urinal connected to the sewerage system, where there is more than one water closet or urinal.
- Serviceable - \$277.00 (inclusive of GST) per rating unit not connected to the sewerage system but within 30 metres of a sewer main and capable of being connected.

(9) Paraparaumu/Raumati Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00171 cents in the dollar (inclusive of GST) of capital value on all rating units in the Paraparaumu and Raumati urban and rural rating areas as per the Council’s rating area maps.

(10) Waikanae Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00177 cents in the dollar (inclusive of GST) of capital value on all rating units in the Waikanae urban and rural rating areas as per the Council’s rating area maps.

(11) Ōtaki Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00227 cents in the dollar (inclusive of GST) of capital value on all rating units in the Ōtaki urban and rural rating areas as per the Council’s rating area maps.

(12) Paekākāriki Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00679 cents in the dollar (inclusive of GST) of capital value on all rating units in the Paekākāriki urban and rural rating areas as per the Council’s rating area maps.

(13) Commercial Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.03633 cents in the dollar (inclusive of GST) of capital value assessed on all Commercial rating units (as defined in the Funding Impact Statement Rating Policies).

(14) Water Conservation Device Loan Rate

A targeted rate on those rating units that have received an interest free loan (up to \$5,000 plus GST) for approved water conservation devices from the Council that has not yet been fully repaid, set at 10% of the amount of the original loan plus GST.

B. That the Council agrees all property rates (including Hautere/Te Horo Water Supply Rate, but excluding Districtwide Water supply fixed and volumetric rates) be payable in four equal instalments due on:

Instalment	Due Dates	Penalty Dates
Instalment One	6 September 2024	9 September 2024
Instalment Two	6 December 2024	9 December 2024
Instalment Three	6 March 2025	10 March 2025
Instalment Four	6 June 2025	9 June 2025

All payments made will be receipted against the earliest outstanding rate amount in

accordance with authorised accounting procedures.

- C. That the Council agrees water rates (excluding Hautere/Te Horo Water Supply Rate) be invoiced separately on a quarterly basis dependent on when the relevant meter is read. Due dates for each area are specified below:

Area	Water Meters invoiced During	Due Date	Penalty Date
Paraparaumu/Raumati/Raumati Beach/Raumati South/Paekākāriki	Jul-24	26-Aug-24	27-Aug-24
	Oct-24	25-Nov-24	26-Nov-24
	Jan-25	24-Feb-25	25-Feb-25
	Apr-25	26-May-25	27-May-25
Otaki/Peka Peka/Waikanae Beach	Aug-24	25-Sep-24	26-Sep-24
	Nov-24	6-Jan-25	7-Jan-25
	Feb-25	26-Mar-25	27-Mar-25
	May-25	25-Jun-25	26-Jun-25
Waikanae/Nikau Valley/Otaihanga/Paraparaumu Beach	Sep-24	29-Oct-24	30-Oct-24
	Dec-24	21-Jan-25	22-Jan-25
	Mar-25	28-Apr-25	29-Apr-25
	Jun-25	28-Jul-25	29-Jul-25

All payments made will be receipted against the earliest outstanding water rate amount in accordance with authorised accounting procedures.

- D. That the Council agree to apply the following penalties on unpaid rates in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002:
- a charge of ten per cent (10%) on so much of any property rate instalment that has been assessed after 1 July 2024 and which remains unpaid after the due dates as per paragraph B, to be added on the penalty dates as per paragraph B.
 - a charge of ten per cent (10%) on so much of any property rates (including previously applied penalties) assessed before 1 July 2024 which remain unpaid on 5 July 2024. The penalty will be added on 8 July 2024.
 - a charge of ten per cent (10%) will be added to any portion of a current water rates invoice that remains unpaid after the due date specified. Penalty will be added on the penalty dates shown as per paragraph C.
- E. That the Council agrees property and water rates be payable by cash, and eftpos at any of the following places:
- Paraparaumu, Civic Building, 175 Rimu Road, Paraparaumu
 - Waikanae Service Centre, Mahara Place, Waikanae
 - Ōtaki Service Centre, Ōtaki Library, Main Street, Ōtaki
 - New Zealand Post agencies, countrywide
 - Westpac Bank, countrywide
 - Greater Wellington Regional Council, 100 Cuba Street, Te Aro, Wellington
 - Greater Wellington Regional Council, 34 Chapel Street, Masterton
- Alternatively, payment of rates can be made to the Council by direct debit, internet banking, direct credit, telephone banking and credit card through the Council's website.

CARRIED

Councillor Cooper abstained from the vote.

Cr Handford (via Zoom) left the meeting at 10:50am.

10.3 2024 COUNCIL INSURANCE PREMIUM

Mark de Haast, Group Manager Corporate Services, introduced the report and along with Darren Edwards, Chief Executive answered questions from elected members.

RESOLUTION CO2024/91

Moved: Cr Shelly Warwick

Seconder: Cr Rob Kofoed

That the Council:

- A. receives and notes this report.
- B. delegates financial authority to the Chief Executive to approve the 2024 insurance renewal of \$3.48 million, noting the \$358,000 shortfall to budget for 2024/25.

CARRIED

RESOLUTION CO2024/92

Moved: Mayor Janet Holborow

Seconder: Deputy Mayor Lawrence Kirby

That recommendation C is left to lie on the table until a report is brought to Council on 25 July 2024.

CARRIED

The meeting adjourned at 11:10am and resumed at 11:27am.

10.4 TE ARA WHETŪ DESIGN

Sean Mallon, Group Manager Infrastructure and Asset Management, and Mike Richardson, Programme Delivery Manager Community Facilities, introduced the report, gave a brief presentation and answered questions from elected members.

RESOLUTION CO2024/93

Moved: Cr Nigel Wilson

Seconder: Cr Martin Halliday

That Council:

- A. Approves proceeding with option four of the strategic concept option for Te Ara Whetū.
- B. Notes the delay to the start of construction to mid-2025.

CARRIED

Cr Cooper left the meeting at 12:02pm and returned at 12:03pm.

Cr Halliday left the meeting at 12:03pm and returned at 12:03pm.

10.5 REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND SUBCOMMITTEES

Anna Smith, Acting Team Leader Governance, introduced the report. Cr Spiers and Cr Halliday spoke to the background of these recommendations from the Social Sustainability Subcommittee.

RESOLUTION CO2024/94

Moved: Cr Nigel Wilson

Seconder: Cr Liz Koh

- A. That Council receives this report.

CARRIED

RESOLUTION CO2024/95

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Nigel Wilson

- B. That Council notes the following recommendations received from the Social Sustainability Subcommittee meeting of 9 May 2024:

B.1 Recommends that Council investigate producing a map identifying mobility car parks in the Kāpiti Coast District (Paekākāriki to Otaki).

B.2 Recommends that Council investigate permitting people with disabilities, who are displaying their mobility pass, be allowed extra time for parking in non-mobility carparks.

B.3 Recommends to the Mayor, Councillors and Council to encourage parents of potentially affected children to ensure that they are immunised against measles.

- C. That Council requests officers to investigate and report back options to a future Social Sustainability Subcommittee meeting regarding the feasibility of:

C.1 Producing and distributing a map that identifies mobility car parks in the Kāpiti Coast District.

C.2 Changes to parking regulations which would allow for people with disabilities who are displaying a mobility pass to be allowed extra time for parking in non-mobility carparks, or alternatively investigate the possibility of increasing the amount of mobility carparks across the district.

CARRIED

10.6 REPORTS AND RECOMMENDATIONS FROM COMMUNITY BOARDS

Kate Coutts, Governance Advisor, introduced the report and along with Darren Edwards, Chief Executive answered questions from elected members.

RESOLUTION CO2024/96

Moved: Cr Nigel Wilson

Seconder: Cr Shelly Warwick

- A. That Council **receives** this report.

CARRIED

RESOLUTION CO2024/97

Moved: Cr Nigel Wilson

Seconder: Cr Shelly Warwick

- B. That the Ōtaki Community Board strongly supports the Kapiti Citizens Advice Bureau (CAB) and recommends to Council that they should be financially and non-financially supporting the organisation. Kapiti CAB have reported to the Ōtaki Community Board that they will close their doors at the end of the 2024 year due to a lack of funds or other alternative funding sources. We would like to note that the Kapiti CAB is the only CAB in

the country not supported by the local territorial authority.

- C. That Council **notes** that at the Additional Council meeting of 23 May 2024, the Council, during its deliberation on the Draft 2024-2034 Long-term Plan, indicated the intent to financially support the Kapiti Citizens Advice Bureau with funding of \$35,000.00 for the purpose of rent relief.

CARRIED

RESOLUTION CO2024/98

Moved: Cr Nigel Wilson
 Secunder: Cr Shelly Warwick

- D. That Council **notes** the recommendations from the Waikanae Community Board meeting on 18 June 2024:

- That the Waikanae Community Board support the application made by the Reikorangi Residents' Association to assist with the cost of installing a playground at the Reikorangi Hall.
- That the Waikanae Community Board recommends to Council to approve a Waikanae Property Fund grant to the Reikorangi Residents' Association of \$35,000.00 to install a playground at the Reikorangi Hall.
- That the Waikanae Community Board recommends to Council to delegate to the Waikanae Community Board the authority to administer and disburse the Waikanae Property Fund.

CARRIED

.MOTION

Moved: Cr Nigel Wilson
 Secunder: Cr Shelly Warwick

- E. That Council approves a Waikanae Property Fund grant to the Reikorangi Residents' Association of \$35,000.00 to assist with the cost of installing a playground at the Reikorangi Hall.

Deputy Mayor Kirby moved a procedural motion under standing order 25.2 to let the matter lie on the table and not be discussed or debated any longer at the meeting.

Deputy Mayor Kirby requested that the item be brought back to the next meeting in July so that councillors could have all the information in front of them.

RESOLUTION CO2024/99

Moved: Deputy Mayor Lawrence Kirby
 Secunder: Mayor Janet Holborow

Recommendation E was left to lie on the table and be brought to the next Council meeting on 25 July 2024.

CARRIED

MOTION

Moved: Cr Nigel Wilson
 Seconder: Cr Shelly Warwick

F. That Council requests Council officers investigate the possibility of delegating the authority to administer and disburse the Waikanae Property Fund to the Waikanae Community Board by providing the Mayor with advice on the options.

Mayor Holborow moved a procedural motion under standing order 25.2 to let the matter lie on the table and not be discussed or debated any longer at the meeting.

RESOLUTION CO2024/100

Moved: Mayor Janet Holborow
 Seconder: Cr Shelly Warwick

That Recommendation F be left to lie on the table and be brought to the next Council meeting on 25 July 2024.

CARRIED

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

There were no minutes to confirm.

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

There were no public excluded minutes to confirm.

Mayor Janet Holborow closed the open section of the meeting with karakia.

13 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION CO2024/101

Moved: Cr Shelly Warwick
 Seconder: Cr Jocelyn Prvanov

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
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<p>13.1 - Verbal Property and Strategic Development Update</p>	<p>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)</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>
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CARRIED

RESOLUTION CO2024/102

Moved: Cr Shelly Warwick

Seconder: Cr Liz Koh

That the Kaunihera | Council moves out of a public excluded meeting.

CARRIED

The Kaunihera | Council meeting went into public excluded session at 12:48pm.

The Kaunihera | Council came out of public excluded session at 1:00pm.

The Kaunihera | Council meeting closed at 1:00pm.

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HEAMANA | CHAIRPERSON