

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
ADDITIONAL KAUNIHERA | COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 30 JULY 2024 AT 1.35PM**

**PRESENT:** Mayor Janet Holborow, Deputy Mayor Lawrence Kirby, Cr Martin Halliday, Cr Sophie Handford, Cr Rob Kofoed, Cr Liz Koh, Cr Jocelyn Prvanov, Cr Kathy Spiers, Cr Shelly Warwick, Cr Nigel Wilson

**IN ATTENDANCE:** Ms Kim Tahiwī (zoom), Mr Richard Mansell, Mr Cam Butler, Mr Jonny Best, Mr Darren Edwards, Mr Mark de Haast, Mr Sean Mallon, Ms Kris Pervan, Ms Rach Wells, Ms Steffi Haefeli, Ms Anna Smith, Mr Evan Dubisky, Ms Maria Cameron

**WHAKAPĀHA | APOLOGIES:** Nil

**LEAVE OF ABSENCE:** Nil

**1 NAU MAI | WELCOME**

The Mayor welcomed everyone to the meeting

**2 KARAKIA | COUNCIL BLESSING**

Cr Sophie Handford read the Council blessing.

**3 WHAKAPĀHA | APOLOGIES**

There were no apologies.

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

Richard Mansell, Chair Waikanae Community Board, declared an interest in Item 9.1 in the Public Excluded Agenda.

**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**

Pat Duignan, on behalf of Waikanae and Peka Peka Residents’ Society, spoke to Item 7.1 Representation Review – Initial Representation Arrangements Proposal. Mr Duignan tabled a document, ‘Comparison of Staff Proposal vs Status Quo’ and answered questions from elected members.

**TABLED DOCUMENTS**

The following documents were tabled.	
<b>Appendices</b>	
1	Tabled Document from Pat Duignan

## 6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- A) THERE WERE NO REQUESTS MADE FOR LEAVES OF ABSENCE
- B) THE CHAIR WAS NOT ADVISED OF ANY MATTERS OF AN URGENT NATURE PRIOR TO THE START OF THE MEETING.

## 7 PŪRONGO | REPORTS

### 7.1 REPRESENTATION REVIEW 2024 - INITIAL PROPOSAL

Steffi Haefeli, Manager Governance, introduced the report, asked that it be taken as read and answered members' questions.

#### RESOLUTION CO2024/110

Moved: Cr Nigel Wilson  
 Secunder: Cr Sophie Handford

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That Council formally receives the 285 submissions received in response to the preliminary community engagement conducted in relation to the 2024 representation review attached in Appendix 1 and notes the analysis of the submissions report attached in Appendix 2.
- B. That Council, in accordance with sections 19H and 19J of the Local Electoral Act 2001, agrees to adopt its initial representation proposal for the 2025 local body elections as follows:
  - B.1 The Kāpiti Coast District Council will comprise of the Mayor elected at large and ten councillors, two elected at large, seven elected from four general wards and one Māori ward councillor elected by the district's Māori electoral roll voters.
  - B.2 The Kāpiti Coast District will be divided into five wards with the proposed boundaries as shown in Appendix 3:
    - B.2.1 Kāpiti Coast Māori Ward represented by one Māori ward councillor with the ward boundaries aligning with the district's boundaries.
    - B.2.2 Ōtaki General Ward represented by one general ward councillor.
    - B.2.3 Waikanae General Ward represented by two general ward councillors.
    - B.2.4 Paraparaumu General Ward represented by three general ward councillors.
    - B.2.5 Paekākāriki-Raumati General Ward represented by one general ward councillor.
    - B.2.6 In addition, all electors of the Kāpiti Coast District (both general electoral and Māori electoral voters) will elect two councillors at large.
  - B.3 The Kāpiti Coast District will be divided into five community board areas with the proposed boundaries as shown in Appendix 3 and the community board membership will comprise four members elected from their relevant areas and a specified number of ward councillors as follows:
    - B.3.1 The Ōtaki Community Board will comprise four members elected from the Ōtaki Community Board area, and one appointed member of Council from either the Ōtaki General Ward or Kāpiti Coast Māori Ward.
    - B.3.2 The Waikanae Community Board will comprise four members elected from the

Waikanae Community Board area, and one appointed member of the Council from either the Waikanae General Ward or Kāpiti Coast Māori Ward.

B.3.3 The Paraparaumu Community Board will comprise four members elected from the Paraparaumu Community Board area, and two appointed members of the Council from either the Paraparaumu General Ward or Kāpiti Coast Māori Ward.

B.3.4 The Raumati Community Board will comprise four members elected from the Raumati Community Board area, and one appointed member of the Council from either the Paekākāriki-Raumati General Ward or Kāpiti Coast Māori Ward.

B.3.5 The Paekākāriki Community Board will comprise four members elected from the Paekākāriki Community Board area, and one appointed member of the Council from either the Paekākāriki-Raumati General Ward or Kāpiti Coast Māori Ward.

C. That Council notes that the total number of councillors will remain at 10 with a mixed representation model, comprising eight ward councillors (seven general ward and one Māori ward) and two councillors elected at-large, plus the Mayor, to provide effective and fair representation for the Kāpiti Coast District.

D. That Council notes:

D.1 that the Ōtaki Ward as proposed above is non-complaint with the fair representation criteria (+/-10% rule), and if retained in the final proposal this must be automatically referred to the Local Government Commission for a binding determination under section 19V(4) of the Local Electoral Act 2001.

D.2 that the rationale for non-compliance with the fair representation rule for the Ōtaki Ward as proposed is to ensure that the Te Horo community of interest, which community feedback suggests identifies more closely with the Ōtaki Ward, is not separated by ward boundaries.

E. That Council notes that if no submissions are received on the initial proposal, in accordance with section 19Y(1) of the Local Electoral Act 2001, this proposal must become the final proposal.

F. That Council confirms that the initial proposal is publicly notified within 14 days of this decision (no later than 8 August 2024), in accordance with section 19M(1) of the Local Electoral Act 2001 and submitted for formal public consultation inviting submissions from 8 August to 12 September 2024.

G. That Council confirms the establishment of a representation review editorial committee constituting the Mayor, Deputy Mayor and Chair of the Strategy and Operations Committee with the delegated authority to approve the consultation material ahead of the public notice on 8 August 2024.

H. That Council notes the information provided in the report in relation to the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill and that, once the Bill is enacted (expected by the end of July 2024), Council will be provided with a further report to consider its options (whether to hold a poll at the same time as the 2025 local body elections OR rescind the decision to establish a Māori ward and cease the representation review process).

**CARRIED**

The Kaunihera | Council meeting went into public excluded session at 2.30pm

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

There were no public excluded minutes for confirmation.

**9 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS  
RESOLUTION TO EXCLUDE THE PUBLIC**

**PUBLIC EXCLUDED RESOLUTION CO2024/111**

Moved: Cr Liz Koh

Seconder: Deputy Mayor Lawrence Kirby

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<p><b>9.1 - 4 Kāpiti Road - Development and Reserve Contributions</b></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 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</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**

**MOVE OUT OF PUBLIC EXCLUDED BUSINESS**

**RESOLUTION CO2024/113**

Moved: Cr Liz Koh

Seconder: Cr Sophie Handford

That the meeting moves out of public excluded business

**CARRIED**

The Kaunihera | Council came out of public excluded session at 3.22pm

**The Kaunihera | Council meeting closed at 3.23pm**

.....  
**HEAMANA | CHAIRPERSON**