



RĀRANGI TAKE AGENDA

Hui Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee Meeting

**I hereby give notice that a Meeting of the Rautaki, Whakahaere, me te
Ahumoni | Strategy, Operations and Finance Committee will be held
on:**

Te Rā | Date: Thursday, 4 July 2024

Te Wā | Time: 9.30am

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

**Kris Pervan
Group Manager Strategy & Growth**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 4 July 2024, 9.30am.

Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee Members

Cr Sophie Handford	Chair
Cr Liz Koh	Deputy
Mayor Janet Holborow	Member
Deputy Mayor Lawrence Kirby	Member
Cr Glen Cooper	Member
Cr Martin Halliday	Member
Cr Rob Kofoed	Member
Cr Jocelyn Prvanov	Member
Cr Shelly Warwick	Member
Cr Nigel Wilson	Member
Cr Kathy Spiers	Member
Ms Kim Tahiwī	Member
Mr Huriwai Paki	Member
Ātiawa ki Whakarongotai Representative	Member

Te Raupapa Take | Order Of Business

1	Nau Mai Welcome	5
2	Karakia a te Kaunihera Council Blessing.....	5
3	Whakapāha Apologies.....	5
4	Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take Declarations of Interest Relating to Items on the Agenda	5
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	5
6	Ngā Teputeihana Deputations.....	5
	Nil	
7	Ngā Take a Ngā Mema Members' Business	5
8	He Kōrero Hou Updates.....	5
	Nil	
9	Pūrongo Reports.....	6
9.1	Decisions on Omnibus Plan Changes 1A, 1C, 1D, 1F, 1K, and 1L to the Operative Kapiti Coast District Plan.....	6
9.2	Kāpiti Health Advisory Group Work Programme and budget for 2024/25	161
9.3	Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 ..	169
10	Te Whakaū i ngā Āmiki Confirmation of Minutes	229
10.1	Confirmation of Minutes	229
11	Karakia Whakamutunga Closing Karakia.....	233

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 TEPUTEIHANA | DEPUTATIONS

Nil

7 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)

8 HE KŌRERO HOU | UPDATES

Nil

9 PŪRONGO | REPORTS

9.1 DECISIONS ON OMNIBUS PLAN CHANGES 1A, 1C, 1D, 1F, 1K, AND 1L TO THE OPERATIVE KAPITI COAST DISTRICT PLAN

Kaituhi | Author: **Jason Holland, District Planning Manager**

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

TE PŪTAKE | PURPOSE

- 1 To seek Council decisions for a range of Omnibus Plan Changes, to the Operative Kapiti Coast District Plan 2021 (District Plan / the Plan), in relation to Clause 17, and related schedules, of the Resource Management Act 1991 (RMA).

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 This report updates and seeks decisions from Council regarding eight “omnibus” plan changes initiated by Council in October 2021.¹
- 3 Decisions are sought to progress six of those plan changes to the next step in the plan change process set out in Schedule 1 of the Resource Management Act 1991 (RMA):
 - 3.1 Proposed Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) are now at the final stage of the plan change process, leaving Council only to provide its final approval before they can be made operative.
 - 3.2 Three plan changes are one step further back in the process, being ready now for Council to make decisions on provisions and matters raised in submissions. These are Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List) and 1K (Electoral Signage).
 - 3.3 Should Council decide to withdraw a part of Proposed Plan Change 1L (Council Site Rezoning), then it would also be able to make decisions on provisions and matters raised in submissions on that plan change.
- 4 This report also reports back on two other omnibus plan changes, including:
 - 4.1 Updating Council on progress and next steps for Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives)
 - 4.2 Seeking a decision from Council not to proceed with Plan Change 1M (Bylaw and District Plan Alignment), following completion of a review which concluded no plan change was required.
- 5 Finally, this report seeks Council decisions to amend a deadline for staff to report back on progress with further changes to the District Plan, and other related work. On 10 August 2023, as part of decisions on Plan Change 2, Council passed resolution CO2023/99 which instructed Council to investigate and report back to it on a range of matters. A decision from Council is sought to extend the deadline for the report back on those matters to December 2024.

TE TUKU HAEPAPA | DELEGATION

- 6 Clause 8D of Schedule 1 of the RMA allows a local authority to decide to withdraw a proposal to change its District Plan. It states:

¹ Agenda available at: [Agenda of Strategy and Operations Committee Meeting - Thursday, 21 October 2021 \(infocouncil.biz\)](https://infocouncil.biz)

8D Withdrawal of proposed policy statements and plans

- (1) *Where a local authority has initiated the preparation of a policy statement or plan, the local authority may withdraw its proposal to prepare, change, or vary the policy statement or plan at any time—*
 - (a) *if an appeal has not been made to the Environment Court under clause 14, or the appeal has been withdrawn, before the policy statement or plan is approved by the local authority; or*
 - (b) *if an appeal has been made to the Environment Court before the Environment Court hearing commences.*
- (2) *The local authority shall give public notice of any withdrawal under subclause (1), including the reasons for the withdrawal.*

- 7 Clause 10 of that schedule requires a local authority to decide on the provisions and matters raised in submissions on a plan change, whether or not a hearing is held on the plan change. It states:

- (1) *A local authority must give a decision on the provisions and matters raised in submissions, whether or not a hearing is held on the proposed policy statement or plan concerned.*
- (2) *The decision—*
 - (a) *must include the reasons for accepting or rejecting the submissions and, for that purpose, may address the submissions by grouping them according to—*
 - (i) *the provisions of the proposed statement or plan to which they relate; or*
 - (ii) *the matters to which they relate; and*
 - (ab) *must include a further evaluation of the proposed policy statement or plan undertaken in accordance with section 32AA; and*
 - (b) *may include—*
 - (i) *matters relating to any consequential alterations necessary to the proposed statement or plan arising from the submissions; and*
 - (ii) *any other matter relevant to the proposed statement or plan arising from the submissions.*
- (3) *To avoid doubt, the local authority is not required to give a decision that addresses each submission individually.*
- (4) *The local authority must—*
 - (aaa) *have particular regard to the further evaluation undertaken in accordance with subclause (2)(ab) when making its decision; and*
 - (a) *give its decision no later than 2 years after notifying the proposed policy statement or plan under clause 5; and*
 - (b) *publicly notify the decision within the same time.*
- (5) *On and from the date the decision is publicly notified, the proposed policy statement or plan is amended in accordance with the decision.*

- 8 Clause 17 of that schedule requires a local authority to approve a proposed plan change once the preceding steps of the process are completed. It states:

- (1) *A local authority shall approve a proposed policy statement or plan (other than a regional coastal plan) once it has made amendments under clause 16 or variations under clause 16A (if any).*

- (1A) *However, a local authority may approve a proposed policy statement or plan (other than a regional coastal plan) in respect of which it has initiated a variation.*
- (1B) *A variation to a proposed policy statement or plan approved under subclause (1A) must be treated as if it were a change to the policy statement or plan unless the variation has merged in and become part of the proposed policy statement or plan under clause 16B(1).*
- (2) *A local authority may approve part of a policy statement or plan, if all submissions or appeals relating to that part have been disposed of.*
- (3) *Every approval under this clause shall be effected by affixing the seal of the local authority to the proposed policy statement or plan.*
- (4) *See also section 99 of the Urban Development Act 2020 (which requires notice of plan changes, at least 20 working days before approval, to Kāinga Ora–Homes and Communities, in certain circumstances).*

9 Council has the delegated authority to consider these matters.

TAUNAKITANGA | RECOMMENDATIONS

That Council:

- A. Approves Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) under clause 17 of Schedule 1 of the Resource Management Act 1991 (RMA), as set out in Attachments 1 and 2 respectively.
- B. Withdraws, under clause 8D of that schedule, that part of Proposed Plan Change 1L (Council site Rezoning) relating to Maclean Park.
- C. Endorses the provisions of the following plan changes under clause 10 of that schedule:
 - C.1 Proposed Plan Change 1D (Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive), as set out in Attachment 3 (Appendix 2, p.29)
 - C.2 Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List); as set out on in Attachment 4 (Appendix 2, pp.30-32)
 - C.3 Proposed Plan Change 1K (Electoral Signage), as set out in Attachment 3 (Appendix 3, p.32).
 - C.4 Proposed Plan Change 1L (Council Site Rezoning) under clause 10 of Schedule 1 of the RMA, as set out in Attachment 3 (Appendix 4, pp.33-49).
- D. Confirms it will not progress Plan Change 1M (Bylaw and District Plan Alignment).
- E. Notes further consultation will occur on Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives) before December 2024.
- F. Amends its direction, as part of the Plan Change 2 decision on 10 August 2023, which instructed Council to investigate and report back on a range of matters, so that staff are instructed to investigate and report back on those matters no later than December 2024.

TŪĀPAPA | BACKGROUND

- 10 The process requirements for preparing changes to District Plans are prescribed by different clauses in Schedule 1 of the Resource Management Act 1991 (RMA). Local authorities must:
 - 10.1 decide to proceed with the proposed plan, or proposed plan change, and publicly notify it for submissions (clause 5);
 - 10.2 prepare a summary of the decisions requested in submissions, and publicly notify that summary inviting further submissions to be made (clause 7);
 - 10.3 hold a hearing into submissions (clause 8B) unless no submitter wished to be heard (clause 8C);
 - 10.4 make a decision on the provisions of the proposed plan and matters raised in submissions (clause 10), and publicly notify that decision (clause 11);
 - 10.5 dispose of (i.e. resolve) any appeals to the Environment Court on those provisions and make required amendments (clause 17); and
 - 10.6 once those steps are completed, approve the proposed plan change under clause 17(2), and publicly notify the date on which the proposed plan change becomes operative.
- 11 Once the first step in the process is completed (10.1), clause 10(4) of Schedule 1 sets a timeframe of two years for local authorities to complete the next three steps (i.e. to complete steps 10.2 – 10.4 inclusive), unless the Minister for the Environment agrees to an extension.² No timeframe is set for completing steps 10.5 – 10.6, but local authorities must “avoid unreasonable delay”.³
- 12 The scope of this report includes discussion of six omnibus plan changes which are currently at different points along this process, and in each case a decision is sought from Council to progress the plan change to the next step:
 - 12.1 Proposed Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) have progressed through steps 10.1 – 10.5, and decisions are now sought to complete the final step (10.6).
 - 12.2 Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive), 1F (Modification of Indigenous Vegetation) and 1K (Electoral Signage) have progressed through steps 10.1 – 10.3, and decisions are now sought to complete the next step (10.4). As step 10.1 (public notification for submissions) was completed on 14 July 2022, step 10.4 (public notification of decisions on provisions) must be completed by 14 July 2024.
 - 12.3 Proposed Plan Change 1L (Council Site Rezoning) has progressed through the first two steps (10.1 and 10.2); decisions are being sought to progress through two steps (10.3 and 10.4). As step 10.1 was completed on 14 July 2022, steps 10.3 and 10.4 must both be completed by 14 July 2024.
- 13 The other plan changes discussed in this report have not reached the first step in this process, i.e. they are in the “pre-notification” phase which involves scoping, research, and consultation on a preliminary “draft” plan change.

Proposed Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking)

- 14 Proposed Plan Changes 1A and 1C primarily addressed unintended consequences from a requirement in the National Policy Statement on Urban Development 2020 that local authorities must remove minimum general carparking requirements from their district plans.

² The process for extensions is set out in clause 10A of Schedule 1 of the RMA.

³ Refer to section 21 of the RMA.

- 15 On 14 December 2023, Council decided to withdraw a part of Proposed Plan Change 1A and endorse proposed amendments to Proposed Plan Changes 1A and 1C reflecting the outcome of discussions with submitters.⁴ Council's decisions were publicly notified on 14 February 2024, initiating a 30 working-day period for appeals to the Environment Court. No appeals were lodged, and as a result, the proposed rules and provisions in both plan changes have been treated as operative since 27 March 2024.⁵
- 16 The final step for Council for these plan changes is to approve them under clause 17 of Schedule 1 of the RMA. Staff will then exercise their delegated authority to complete the remaining steps leading to these provisions being formally incorporated into the District Plan.

Proposed Plan Change 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive)

- 17 This plan change proposes to correct existing errors in the District Plan Planning Maps, and in particular the classifications on the Transport Network hierarchy of Arawhata Road, Tutanekai Street, and Ventnor Drive. The issue the plan change seeks to address is described in the attached planning report as follows (Attachment 3, p.14):
- Applying an incorrect classification to a road can result in safety issues to pedestrians and road users as a result of the application of inappropriate subdivision and development provisions for sites fronting those roads i.e. allowing the reversing of vehicles from sites onto the road following new subdivision or the construction of a new residential unit. The incorrect classification of roads carries greater risk following the Council's Intensification Planning Instrument (Plan Change 2) becoming operative in September 2023 due to the increased residential densities now enabled on Arawhata Road.*
- 18 Following earlier public consultation on a draft plan change, Council decided to publicly notify this plan change on 30 June 2022,⁶ and it was duly notified on 14 July 2022.⁷ A single submission was received, which supported the plan change and who wished to be heard in support of their submission. Following the public notification of the summary of decisions requested, no further submissions were received.
- 19 Following staff contact with the sole submitter on this plan change, they have subsequently advised they did not wish to be heard in support of their submission.⁸ While this submission must still be considered by Council, as no submitters now wish to be heard, no hearing of submissions is required, and Council may now proceed to making decisions on provisions and matters raised in submissions.
- 20 Having considered the submission and other planning matters, the planner's recommendation is to proceed with the plan change as notified without any amendment. The version of Proposed Plan Change 1D recommended to Council can be found in Attachment 3 (see Appendix 2, p.29).⁹

Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List)

- 21 This plan change proposes amendments to a controlled activity rule (ECO-R6) which manages modification of indigenous vegetation in particular circumstances, and amends a list of key indigenous tree species (ECO-Table 1) to specifically recognise coastal kānuka as a species. The proposed amendment to the rule responded to an implementation issue that

⁴ Agenda available at: [Agenda of Council Meeting - Thursday, 14 December 2023 \(infocouncil.biz\)](https://infocouncil.biz/Agenda-of-Council-Meeting-Thursday-14-December-2023)

⁵ As required by section 86F of the RMA.

⁶ Agenda available at: [Agenda of Council Meeting - Thursday, 30 June 2022 \(infocouncil.biz\)](https://infocouncil.biz/Agenda-of-Council-Meeting-Thursday-30-June-2022)

⁷ Public notice available at: [Public notices - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://kapiticoast.govt.nz/public-notice)

⁸ Written correspondence confirming the submitter's withdrawal of their right to be heard is provided in Attachment 3 (see Appendix 11, p.62).

⁹ As Proposed Plan Change 1D does not make amendments to any rules, it will not be treated as operative until the Council approves it under Clause 17 and resolves to make it operative on the date specified in accordance with Clause 20 of Schedule 1 of the RMA.

highlighted the potential for the rule to result in unintended effects on indigenous vegetation, while recognition of the smaller-statured coastal kānuka enables its protection under the rules in the District Plan.

- 22 Following public notification on 14 July 2022, three submissions were received, including two who initially wished to be heard in support of their submission. No further submissions were received after the notification of the summary of decisions requested.
- 23 Engagement with submitters has led to all submitters confirming they do not wish to be heard in support of their submissions.¹⁰ This means that no hearing of submissions is required, and Council may now proceed to making decisions on provisions and matters raised in submissions.
- 24 Having considered the submissions and other planning matters, the planner's recommendation is to proceed with the plan change with some amendments to the notified version of the plan change. Those amendments are:
- 24.1 Removing "risks significantly damaging surrounding protected vegetation" as a reason justifying modification of indigenous vegetation (thus limiting the reason to being that "the tree(s) present a demonstrable imminent risk of serious harm to people or building(s)."
- 24.2 The addition of an advisory note clarifying Council has discretion to seek an independent review of arborist information provided by an applicant.
- 25 The version of Proposed Plan Change 1F recommended to Council can be found in Attachment 4 (see Appendix 2, pp.30-32).

Proposed Plan Change 1K (Electoral Signage)

- 26 This plan change proposes to align the size of electoral signs permitted during both national and local body elections in the District Plan with the requirements outlined in the Electoral (Advertisements of a Specific Kind) Regulations 2005.
- 27 Currently, the District Plan allows for smaller election sign sizes (2m²) compared to the authorized size (3m²) under Electoral Regulations, leading to confusion during election periods.
- 28 Following public notification on 14 July 2022, one submission was received which stated a neutral position on this plan change. After the public notification of the summary of decisions requested, no further submissions were received.
- 29 The sole submitter later confirmed they did not wish to be heard in support of their submission.
- 30 Having considered the submission and other planning matters, the planner's recommendation is to proceed with the plan change as notified without any amendment. The version of Proposed Plan Change 1K recommended to Council can be found in Attachment 3 (see Appendix 3, pp.32).¹¹

Proposed Plan Change 1L (Council Site Rezoning)

- 31 This plan change proposes rezoning a number of Council-owned sites. The majority of these sites have been vested in Council through subdivision processes for the purposes of creating open spaces. The plan change proposes rezoning these from General Residential Zone to an open space or natural open space zone. The plan change also proposed rezoning the

¹⁰ Written correspondence confirming the submitter's withdrawal of their right to be heard is provided in Attachment 3 (see Appendix 11, p.62) and Attachment 4 (see Appendix 6, p.36).

¹¹ In accordance with section 86B (1) of the RMA, the proposed amendment to rule SIGN-R2 under Proposed Plan Change 1K (Election Signage) will have legal effect once decisions on submissions are made and publicly notified under Clause 10(4) of Schedule 1 of the RMA.

toilet block and carpark area of Jim Cooke Memorial Park, and all of Maclean Park, from Natural Open Space Zone to Open Space Zone (Recreation Precinct).

- 32 Following public notification on 14 July 2022, three submissions seeking to be heard were received, including one submission strongly opposing the rezoning of Maclean Park. After the summary of decisions requested was notified, 14 further submissions were received supporting this opposing submission.
- 33 One of the three initial submitters has subsequently withdrawn their entire submission on this plan change.¹² Another submission which is supportive of the plan change has confirmed they no longer wish to be heard in support of their submission.¹³ This leaves one remaining submission and 14 further submissions which all oppose the proposed rezoning of Maclean Park.
- 34 Having considered the submissions and other planning matters, the planner's recommendation is to proceed with the plan change to rezone all sites as notified, except for Maclean Park. With respect to Maclean Park, the planner has noted that the opposition "would be addressed in full if the Council approves the recommendation to formally withdraw Maclean Park from the plan change pursuant to Clause 8D of the RMA" (see Attachment 3, p.19. The planner states that "Maclean Park is recommended to be formally withdrawn" (see Attachment 3, pp.24-28).
- 35 A decision by Council to withdraw Maclean Park from the plan change would mean no hearing of this plan change would be required, and Council would have the opportunity to make decisions on the provisions and matters raised in submissions.
- 36 The version of Proposed Plan Change 1L recommended to Council can be found in Attachment 3 (see Appendix 4, pp.33-49).¹⁴

Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives)

- 37 This plan change responds to a review of the current District Plan "development incentives" provisions, and proposes refocusing those provisions to incentivise positive indigenous biodiversity and ecological outcomes across all rural zones (including General Rural, Rural Production and Rural Lifestyle zones).
- 38 Public consultation on a draft of this plan change was undertaken in late 2022. It has yet to proceed to Council for a decision to publicly notify it.
- 39 Following the 2022 consultation on a draft plan change, in July 2023 central government brought into force a new National Policy Statement on Indigenous Biodiversity (NPS-IB). The RMA requires local authorities to give effect to national policy statements in their district plans. As the NPS-IB was not in place when the first draft consultation occurred, it is necessary for Council to update this draft plan change. Accordingly, a revised draft will be prepared and re-issued for public feedback later in 2024, and it is anticipated Council will be presented with an opportunity to publicly notify the plan change in early 2025.

Plan Change 1M (Bylaw and District Plan Alignment)

- 40 In October 2021 as part of its decisions to initiate the omnibus plan change programme, Council created a placeholder for this potential plan change in recognition that some overlaps existed between the District Plan and a number of bylaws (Keeping of Animals, Bees and Poultry Bylaw; Transport Bylaw; and Beach Bylaw). Following those decisions,

¹² Written correspondence confirming the submitter's withdrawal of their entire submission is provided in Attachment 3 (Appendix 12, p.63).

¹³ Written correspondence confirming the submitter's withdrawal of their right to be heard is provided in Attachment 3 (see Appendix 11, p.62)

¹⁴ As Proposed Plan Change 1L does not make amendments to any rules, it will not be treated as operative until the Council approves it under Clause 17 and resolves to make it operative on the date specified in accordance with Clause 20 of Schedule 1 of the RMA.

staff have completed a review of those overlaps (see Attachment 5). The recommendations from that review were that:

- 40.1 Minor technical amendments to achieve greater alignment with the District Plan should be made to the Keeping of Animals, Bees and Poultry Bylaw (these have since been completed)
 - 40.2 A minor issue relating to a Transport rule could merit its consideration for a future District Plan change
 - 40.3 A report to Council be progressed recommending that Plan Change 1M not proceed.
- 41 Given the outcome of this review, a decision is sought from Council to agree not to proceed with Plan Change 1M.

Report-back on further plan changes and other related work

- 42 On 10 August 2023, as part of decisions on Plan Change 2, Council passed resolution CO2023/99 which instructed Council to investigate and report back to it within 6 months on:¹⁵
- 42.1 the potential scope for further changes to the District Plan related to future urban development, mana whenua (sites and areas of significance to Māori), coastal environment and flood risk;
 - 42.2 steps to support the development of papakāinga by tangata whenua, including the development of papakāinga design guides and progressing actions related to Māori housing in the Council's Housing Strategy 2022;
 - 42.3 whether it is necessary to review the Council growth strategy *Te tupu pai – Growing Well*; and
 - 42.4 options to build the Council's urban design capacity and expertise, including by building mana whenua kaupapa (values), huanga (vision) and tikanga (approach) capability, developing in-house urban design expertise and/or exploring the use of Design Review Panels.
- 43 Work on these investigations is still ongoing, including to ensure that advice to Council on these matters is integrated with wider Council work, including but not limited to Vision Kāpiti. Staff are now requesting that the report back on those matters occurs by December 2024.

HE KŌRERORERO | DISCUSSION

He take | Issues

- 44 The only issue that has been identified relates to decisions being sought on Proposed Plan Change 1L (Council Site Rezoning). Withdrawing the Maclean Park rezoning from Proposed Plan Change 1L (Council Site Rezoning) is recommended, as it would achieve the outcome sought by the opposing submitter and further submitters; and allow Council to make decisions on provisions and matters raised in submissions on the remaining parts of this plan change without needing a hearing, and without needing Minister agreement to extend timeframes for this plan change. The withdrawal of this part of the plan change will mean that the appropriateness of the current zoning (and therefore the appropriateness of the current rule framework for managing activities on that land) will remain untested. However, staff note that:
- 44.1 while the rules managing activities on Natural Open Space Zone land may be less enabling than the rules for Open Space Zone (Recreation Precinct), resource consent can still be sought to carry out activities on that land if necessary (i.e. the existing rules

¹⁵ Agenda available at: [Agenda of Council Meeting - Thursday, 10 August 2023 \(infocouncil.biz\)](https://infocouncil.biz/Agenda-of-Council-Meeting-Thursday-10-August-2023)

are not completely prohibitive to the kinds of activities that may be contemplated for that land).

- 44.2 a decision to withdraw the plan change would not preclude Council from revisiting the appropriateness of the zoning of Maclean Park through a future plan change if it wished to do so.

45 Regarding the other decisions sought for:

- 45.1 Proposed Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) are procedural, and will not materially change how the affected parts of the District Plan will be implemented. This is because the rules in these plan changes have been treated as operative since 27 March 2024 (30 days after the submission period closed), as required by Section 86F(1)(a) of the RMA.
- 45.2 Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive) and 1K (Election Signage) are made straightforward by the lack of any submissions in opposition or seeking amendments, and the planner's recommendation which is to endorse these plan changes as notified.
- 45.3 Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List) do require Council to consider and endorse amendments recommended by the planner in response to submissions. However, the amendments are limited and are considered to be improvements that will improve clarity and better achieve the policy intent. Importantly, the amendments still retain an enabling consenting pathway for modifying indigenous trees where it risks serious harm to people or buildings.¹⁶ The amendments have also achieved the purpose of ensuring no submitters wished to be heard in support of their submission, ensuring Council is able to make this decision without requiring a hearing.
- 45.4 Draft Plan Change 1E ((Rural Indigenous Biodiversity Incentives) and the Report-back on further plan changes and other related work are not substantive, and would provide assurance to interested parties that this work is underway and will be progressed further by the end of 2024.

Ngā kōwhiringa | Options

- 46 An alternative option of not withdrawing the Maclean Park component from Proposed Plan Change 1L (Council Site Rezoning), and instead progressing to a hearing has been considered but is not recommended.
- 47 Organising and holding the hearing would require significant time, as would the hearing panel's deliberation and preparation of recommendations for Council. Consequently, an extension of time for this plan change process would need to be requested from the Minister for the Environment under clause 10A of Schedule 1 of the RMA. This extension is necessary because Council would be unable to meet the clause 10(4)(a) requirement to give its decisions within two years of notification (notification was on 14 July 2022, making the decision due by July 14, 2024).

- 48 The outcome of an application to the Minister for an extension is also uncertain. Clause 10A states:

10A Application to Minister for extension of time

- (1) *A local authority must, before the time for making its decision under clause 10, apply to the Minister for an extension of the time for giving a decision under that clause if*

¹⁶ The term "modification" (of vegetation) is defined in the District Plan, and it includes felling, removal, damage or destruction of the vegetation. Landowners can also "trim" trees creating risk to people and/or buildings as a permitted activity (no resource consent required) under Rule ECO-R3. The term "trimming" (of vegetation) is also defined in the District Plan, and it includes pruning and selected branch removal.

the local authority is unable, or is likely to be unable, to meet the requirement of clause 10(4)(a) (under which decisions must be given within 2 years of notification of a proposed policy statement or plan).

- (2) *An application under subclause (1) must be in writing, and must set out—*
 - (a) *the reasons for the request for an extension; and*
 - (b) *the duration of the extension required.*
- (3) *Before applying for an extension, a local authority must take into account—*
 - (a) *the interests of any person who, in its opinion, may be directly affected by an extension; and*
 - (b) *the interests of the community in achieving adequate assessment of the effects of the proposed policy statement or plan or change to a policy statement or plan; and*
 - (c) *its duty under section 21 to avoid unreasonable delay.*
- (4) *The Minister—*
 - (a) *may decline or agree to an extension applied for under subclause (1); but*
 - (b) *in the case of a regional coastal plan, must consider the views of the Minister of Conservation before granting an extension.*
- (5) *The Minister must serve notice of his or her decision on the local authority.*
- (6) *If the Minister grants an extension, the local authority must give public notice of that extension.*
- (7) *This clause applies instead of section 37 if the time limit prescribed by clause 10(4)(a) is to be extended.*

49 As set out in sub-clause (4)(a), the Minister may decline or agree to an extension. The Minister would consider the reasons for the request (sub-clause (2)(a)), the requested duration of the extension (sub-clause (2)(b)) and would also look at the analysis provided by Council under sub-clause (3).

50 Given the apparent lack of any strong reasons for Council to progress with this option, it is possible the Minister could decline Council's application. It is not known whether there is a precedent for such a decision, so the next steps in that situation are unclear. However, it is noted section 24A of the RMA provides the Minister with a range of powers to investigate the exercise and performance by a council of any of its functions, powers, or duties under the RMA, and make recommendations to it on those matters.

51 It is therefore recommended that Council withdraws the Maclean Park rezoning from Proposed Plan Change 1L (Council Site Rezoning).

Mana whenua

52 The District Planning team has engaged with mana whenua on all matters addressed by this report. Of note:

- 52.1 Regarding Proposed Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking), the recent Council report on 14 December 2023 seeking decisions on provisions and matters raised in submissions noted that the District Planning team engaged with iwi on these plan changes, and that iwi did not lodge a submission.¹⁷

¹⁷ Agenda available at:
https://kapiticoast.infocouncil.biz/Open/2023/12/CO_20231214_AGN_2564_AT_WEB.htm

- 52.2 Regarding Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning), the Council report on 30 June 2022 seeking public notification of these plan changes also noted that engagement had occurred prior to public notification. Subsequently iwi did not lodge submissions following the public notification of any of the plan changes in July 2022, or any further submission(s) following public notification of the summary of decisions requested.
- 52.3 Regarding Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives), engagement has occurred with iwi in relation to the development of the first draft in 2022. Further engagement will occur in coming months including an opportunity to provide comment on the revised draft.
- 52.4 Regarding Plan Change 1M (Bylaw and District Plan Alignment), which has not progressed to a draft plan change (and is not recommended to progress), engagement has been limited to advising iwi that this work was underway as part of a wider omnibus work programme.
- 52.5 Regarding report-back on further plan changes and other related work, the range of topics that will be investigated and scoped includes steps to enable papakāinga and a review of the sites and areas of significance to Māori chapter of the District Plan. Iwi and Council have held preliminary discussions regarding these and other elements of the forward work programme for district planning, and further engagement will occur to inform the report-back to Council.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 53 Elements of the matters covered by this report are anticipated to have climate change and environment benefits. For instance:
 - 53.1 Proposed Plan Change 1C (Cycle Parking) supports cycling as a low-carbon transport option within the district.
 - 53.2 Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List) manages some risks to indigenous vegetation.
 - 53.3 Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives) offers some potential benefit for indigenous vegetation.
 - 53.4 Report-back on further plan changes and other related work covers the preparation of coastal and flood risk plan changes, which are intended to assist the district to adapt to the projected impacts of climate change.

Ahumoni me ngā rawa | Financial and resourcing

- 54 The operational implications of the decisions being sought from Council have been factored into the operating expenses of the District Planning team. It is noted that those expenses will be reduced by decisions (for instance in relation to Proposed Plan Change 1L (Council Site Rezoning)) that have the effect of avoiding a hearing.

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

- 55 All necessary procedural steps necessary for Council to make the requested decisions have been satisfied, and legal advice has confirmed that the recommendations relating to Proposed Plan Change 1L (Council Site Rezoning) are appropriate.
- 56 Where relevant, written confirmation from submitters confirming the withdrawal of their right to be heard (or withdrawing their submission entirely) have been obtained and are appended to the relevant planner reports (see Attachments 3 and 4).

- 57 Council's endorsement of the proposed amendments to Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), having particular regard to the section 32AA evaluation (p.16 of Attachment 4) addresses any procedural risk associated with Council having negotiated the withdrawal of that submission.
- 58 Council's decisions in respect of Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning), followed by staff exercising their delegated authority to notify those decisions no later than 14 July 2024, will ensure Council meets timing requirements set out in clause 10(4) of Schedule 1.

Ngā pānga ki ngā kaupapa here | Policy impact

- 59 The policy impact of the eight omnibus plan changes covered in this report is limited, as each deals with a relatively discrete matter, rather than seeking to fundamentally amend the direction that the District Plan is taking on a significant issue. Details of the policy impact of these changes is described in the relevant section 32 evaluation (for plan changes that have reached the step of public notification) and in a later section 32AA evaluation (where amendments are recommended to the notified version of the plan change).
- 60 It is likely that the policy impact of projects under the umbrella of "Report-back on further plan changes and other related work", particularly urban development, coastal and flood risk, are likely to be more significant. However, as these projects have yet to be scoped and investigated, it would be premature to speculate on their impact at this moment.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 61 An engagement plan is not required for these decisions.

Whakatairanga | Publicity

- 62 In the event Council makes the recommended decisions on Proposed Plan Changes 1A (Accessible Carparking), 1C (Cycle Parking), 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning):
 - 62.1 Council will be required to publicly notify those decisions in accordance with requirements for notification set out in Schedule 1 of the RMA.
 - 62.2 Staff would exercise their delegated authority to prepare and issue this public notice.
 - 62.3 The public notice will be issued on or before 14 July 2024 to ensure Council meets timing requirements set out in clause 10(4) of Schedule 1 of the RMA relating to Proposed Plan Changes 1D (Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning).
- 63 A media release will also be prepared.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Proposed Plan Change 1A (Accessible Carparking) [↗](#)
2. Proposed Plan Change 1C (Cycle Parking) [↗](#)
3. Planner's Report for Proposed Plan Changes 1D (Street Reclassifications), 1K (Electoral Signage) and 1L (Council Site Rezoning) [↗](#)
4. Planner's Report for Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List) [↗](#)

5. Review of Bylaw and District Plan Alignment (Plan Change 1M) [↓](#)

PC1A: Amendments

In the following District Plan provisions:

1. Text that is struck through (~~example~~) is to be deleted from the District Plan.
2. Text that is underlined (example) is to be inserted into the District Plan.

1. Part 1- Introduction and General Provisions- Interpretation- Definitions:

'ACCESSIBLE CARPARK means a carpark designed and marked (for instance, in accordance with the mobility car parking scheme) for use by persons with a disability or with limited mobility and accessible carpark has a corresponding meaning.'

2. In Chapter TR-PARK – Parking: Amend Policy TR-PARK-P8 requiring provision for 'accessible carparks' and 'accessible carpark' as follows:

TR-PARK-P8	Parking
All new <i>subdivision and development</i> shall provide for safe vehicular and pedestrian access and appropriate vehicle parking areas <u>accessible carparks</u> by:	
<ol style="list-style-type: none">1. providing parking <u>accessible carpark</u> numbers, layouts and dimensions consistent with parking standards that meet the needs of users;2. supplying adequate off street parking <u>accessible carparks</u> to meet the demand of the <i>land</i> use while having regard to the following factors:<ol style="list-style-type: none">a. the intensity, duration, location and management of the activity;b. the adequacy of parking <u>accessible carparks</u> in the location and adjacent areas;c. the classification and use of the <i>road</i> (as per transport network hierarchy in TR-Table 7), and the speed restrictions that apply;d. the nature of the <i>subject site</i>, in particular its capacity to accommodate parking <u>accessible carparks</u>;e. the characteristics of the previous activity that utilised <u>undertaken on the subject site</u>;f. <u>where the new development is an alteration or addition to an existing building, the actual demand for accessible carparks created by the additional gross floor area added to the existing building (excluding any uncovered patio or deck); and</u>3. taking <i>effects</i> on neighbouring areas into account when designing the location, layout and number of parking spaces (including car and cycle parks and disability car parks) <u>accessible carparks</u>;	

4. ensuring the location, layout and number of ~~disability and cycle parks and~~ accessible carparks is safe, user-friendly and appropriate; and
5. ~~achieving a balance between encouraging mitigation of parking overflow effects (e.g. shared use of car parking), and discouraging car-based travel through the use of travel plans.~~ recognising that, where an existing building comprises multiple individual businesses or activities (e.g. a shopping mall) any existing accessible carparks available for that building will be considered to contribute to meeting demand for accessible carparks associated with new activities within the existing building provided that any alterations or additions to facilitate the new activity do not increase the gross floor area of the existing building.

3. Rule TR-PARK-R18: Amend and insert the following Rule TR-PARK-R18 requirements for accessible carparks:

(Rule TR-PARK-R18 is also intended to be amended under proposed plan change 1C: Cycle parking provisions).

TR-PARK-R18	<p>Any activity requiring more than 2 carparks.</p> <p><u>Accessible carpark</u>s</p> <p><u>Measurement criteria</u> apply to activities under this rule:</p> <ol style="list-style-type: none">1. <u>When measuring gross floor area, include: covered yards and areas covered by a roof but not enclosed by walls. Exclude: uncovered stairways; floor space in terraces (open or roofed), external balconies, breezeways or porches; roof car parking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²; car parking areas; and floor space of interior balconies and mezzanines not used by the public.</u>2. <u>Where specified in TR-Table 6A, additional measurement criteria</u> apply to activities under this rule.
Permitted Standards Activity	<ol style="list-style-type: none">1. Disabled persons <u>Accessible carpark</u>s and bicycle parking must be required <u>provided</u> at a the rate shown in Table <u>TR-Table 6A</u> below of:<ol style="list-style-type: none">a. 1 where 10 or less carpark spaces are provided;b. 2 where between 11 and 100 carpark spaces are provided, plus 1 additional park for every additional 50 carpark, or part thereof, where more than 100 carpark spaces are provided. <p><u>TR-Table 6A: Minimum number of accessible carpark</u>s:</p>

<u>Activity</u>	<u>Gross floor area or bar area, where stated</u>	<u>Staff/ employee numbers</u>	<u>Visitor/ people numbers</u>	<u>No of units</u>	<u>Other requirement</u>
MEDIUM DENSITY HOUSING					
<u>Multi-unit residential</u>				<u>4-5 units:</u> <u>1 space</u> <u>6-25 units:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 25 units, or part thereof</u>	
TEMPORARY ACCOMMODATION					
<u>Hostels/Hotel/ Motels and Visitor Accommodation</u> <u>Minor residential units are exempt from this standard.</u>	<u>12m²- 43m² of bar area:</u> <u>1 space</u> <u>44m² – 400m² of bar area:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 200m² of bar area, or part thereof</u>	<u>4-20 staff:</u> <u>1 space</u> <u>21-200 staff:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 100 staff, or part thereof</u>		<u>2-5 units:</u> <u>1 space</u> <u>6-25 units:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 25 units, or part thereof</u>	<u>3-10 bedrooms/ guestroom/ campsite or motorhome site:</u> <u>1 space</u> <u>11-100 bedrooms/ guestroom/ campsite or motorhome site:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 50 bedrooms/ guestroom/ campsite or motorhome</u>

					<u>site, or part thereof</u>
<u>INDUSTRIAL ACTIVITIES</u>					
<u>Manufacturing and service</u>	<u>100m² - 500m²: 1 space</u> <u>501m² – 5000m²: 2 spaces</u> <u>Plus 1 additional space for every additional 2500m², or part thereof</u>				
<u>Tradesmen's Workshops/Service Station/Motor garages</u>		<u>3 -15 employees: 1 space</u> <u>16 – 150 employees: 2 spaces</u> <u>Plus 1 additional space for every additional 75 employees, or part thereof</u>			<u>1 to 3 Workshop Bays: 1 space</u> <u>4 - 25 Workshop Bays: 2 spaces</u> <u>Plus 1 additional space for every additional 13 Workshop Bays, or part thereof</u>
<u>Warehouses (Trading)</u>	<u>100m² – 350m²:</u>				

	<u>1 space</u> <u>351m² – 3333m²: 2 spaces</u> <u>Plus 1 additional space for every additional 1666m², or part thereof</u>				
<u>Warehouses (Storage)</u>	<u>300m² - 1500m²: 1 space</u> <u>1501m² – 15000m²: 2 spaces</u> <u>Plus 1 additional space for every additional 7500m², or part thereof</u>				
<u>RETAILING</u>					
<u>Retailing, retail activities and retail outlets and other activities involving retailing.</u> <u>Measurement criteria:</u> <u>1. gross floor area or display area, where applicable,</u>	<u>100m² – 350m²: 1 space</u> <u>351m² – 3333m²: 2 spaces</u> <u>Plus 1 additional space for every additional 1666m², or part thereof</u>				

<u>whichever is greater.</u>					
<u>2. Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall) any existing accessible carparks available for that building may be considered to contribute to meeting demand for accessible carparks associated with the proposed activity.</u>					
<u>Roadside stalls on strategic arterial routes</u>	<u>Up to 30m²: 1 space</u>				
<u>Large Format Retailing</u> <u>Measurement criteria:</u> <u>Where a proposed activity occurs within an existing building comprising multiple individual</u>	<u>500m² – 2000m²: 2 spaces</u> <u>Plus 1 additional space for every additional 1000m², or part thereof</u>				

<u>businesses or activities (e.g. within a shopping mall) any existing accessible carparks available for that building may be considered to contribute to meeting demand for accessible carparks associated with the proposed activity.</u>					
<u>Supermarkets</u> <u>Measurement criteria:</u> <u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall) any existing accessible carparks available for that building may be considered to contribute to meeting demand for accessible carparks</u>	<u>500m² – 2000m²: 2 spaces</u> <u>Plus 1 additional space for every additional 1000m², or part thereof</u>				

associated with the proposed activity.					
<u>HOSPITALITY</u>					
<u>Taverns / licenced premises (excluding restaurants)</u> <u>Measurement criteria:</u> <u>Measured by gross floor area served by the bar (excluding restaurants).</u>	<u>12m² – 40m²: 1 space</u> <u>41m²– 400m²: 2 spaces</u> <u>Plus 1 additional space for every additional 200m², or part thereof</u>	<u>5 – 20 staff: 1 space</u> <u>21-200 staff: 2 spaces</u> <u>Plus 1 additional space for every additional 100 staff, or part thereof</u>			
<u>Restaurants</u> <u>Measurement criteria:</u> <u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall) any existing accessible car parks available for that building may be considered to contribute to meeting</u>		<u>5-20 staff: 1 space</u> <u>21 -50 staff: 2 spaces</u> <u>Plus 1 additional space for every additional 25 staff, or part thereof</u>	<u>15 – 50 people: 1 space</u> <u>51 – 500 people: 2 spaces</u> <u>Plus 1 additional space for every additional 250 people, or part thereof</u>		

demand for <u>accessible carpark</u> s associated with the proposed activity.					
<u>COMMERCIAL ACTIVITIES</u>					
Non-retail <u>commercial activities</u>	100m ² – 350m ² : 1 space				
<u>Measurement criteria:</u>	351m ² – 3333m ² : 2 spaces				
1. Measured by <u>gross floor area</u> or <u>display area</u> , where <u>applicable</u> , <u>whichever is greater</u> .	Plus 1 <u>additional space</u> for every <u>additional 1666m²</u> , or <u>part thereof</u>				
2. Where a <u>proposed activity</u> occurs within an <u>existing building</u> comprising multiple <u>individual businesses or activities (e.g. within a shopping mall)</u> any <u>existing accessible carpark</u> s available for that <u>building</u> may be <u>considered to contribute to meeting demand for</u>					

<u>accessible carpark</u> <u>associated with the proposed activity.</u>					
<u>RECREATION ACTIVITIES</u>					
<u>Sports Fields (including lawn bowls)</u>					<u>1-4 sports field:</u> <u>2 spaces</u> <u>Plus 1 additional space for every 2 additional sports fields, or part thereof</u>
<u>Court Sports (including bowling alleys); Clubrooms; and Grandstands.</u> <u>Measurement criteria:</u> <u>Measured by the number of courts or gross floor area, whichever is greater.</u>	<u>15m²-50m²:</u> <u>1 space</u> <u>51m²-500m²:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 100m², or part thereof</u>				<u>1-3 Courts:</u> <u>1 space</u> <u>4-25 Courts:</u> <u>2 spaces</u> <u>Plus 1 additional space for every 13 additional Courts, or part thereof</u>
<u>CHURCHES, CINEMAS, HALLS, CONFERENCE FACILITIES, FUNERAL HOMES, CREMATORIALS AND ENTERTAINMENT ACTIVITIES</u>					
<u>Churches, cinemas, hall, conference facilities, funeral homes, crematoriums and entertainment activities</u>	<u>30m² – 100m²:</u> <u>1 space</u> <u>101m² – 1000m²:</u> <u>2 spaces</u>		<u>18 – 60 seats/ patrons:</u> <u>1 space</u> <u>61 – 600 seats/ patrons:</u> <u>2 spaces</u>		

	<p><u>Measurement criteria:</u></p> <p>1. Measured by either <u>gross floor area</u> or <u>no. of seats/patrons</u>, whichever is <u>greater</u>.</p> <p>2. The following <u>measurement criteria</u> applies when <u>measuring any cinema, conference facility or entertainment activity</u>: Where a <u>proposed activity</u> occurs within an <u>existing building</u> comprising <u>multiple individual businesses or activities (e.g. within a shopping mall)</u> any <u>existing accessible carparks</u> available for that building may be considered to <u>contribute to meeting demand for accessible carparks</u> associated with</p>	<p>Plus 1 additional space for every additional 500m², or part thereof</p>		<p>Plus 1 additional space for every additional 300 seats/patrons, or part thereof</p>		
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<u>the proposed activity.</u>					
<u>HEALTHCARE</u>					
<u>Doctors;</u> <u>Hospitals;</u> <u>Medical Centres/ Health Specialists; and</u> <u>Veterinary Surgeons</u> <u>Measurement criteria:</u> <u>The following measurement criteria applies when measuring Doctors, Medical Centres and Health Specialist activities:</u> <u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall) any existing accessible carparks available for that building may be considered to contribute to meeting demand for</u>		<u>1-3 full time equivalent specialist (doctor, vet etc):</u> <u>1 space</u> <u>4-25 full time equivalent specialists:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 12.5 full time equivalent specialists, or part thereof</u> <u>5- 20 full time equivalent non specialist staff:</u> <u>1 space</u> <u>21-200 full time equivalent non specialist staff:</u> <u>2 spaces</u> <u>Plus 1 additional space for</u>	<u>3 – 15 residents/ patient beds:</u> <u>1 space</u> <u>16 – 143 residents/ patient beds:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 72 residents/ patient beds, or part thereof</u>		

<u>accessible car parks</u> associated with the proposed activity.		every additional 100 full time equivalent non specialist staff, or part thereof			
<u>EDUCATIONAL FACILITIES</u>					
Kindergartens/ day care centres/ nurseries; Primary/ Secondary schools; Work skills training centres.		5-20 staff: 1 space 21-200 staff: 2 spaces Plus 1 additional space for every additional 100 staff, or part thereof			
Tertiary establishments <u>Measurement criteria:</u> The number of full-time students is based on the maximum number of students on-site at any one time.		5-20 staff: 1 space 21-200 staff: 2 spaces Plus 1 additional space for every additional 100 staff, or part thereof	11-50 full time students: 1 space 51-500 full time students: 2 spaces Plus 1 additional space for every additional 250 full time students, or part thereof		

<u>SUPPORTED LIVING ACCOMMODATION</u>					
<u>Supported living accommodation</u>		<u>5-20 staff members:</u> <u>1 space</u> <u>21-200 staff members:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 100 staff members on the subject site, or part thereof</u>			<u>9-40 beds:</u> <u>1 space</u> <u>41 – 400 beds:</u> <u>2 spaces</u> <u>Plus 1 additional space for every additional 200 beds, or part thereof</u>

3. In MUZ-P1 Outer Business Centre Zone: Insert the following requirements for on-site vehicle loading and accessible carparking:

MUZ-P1	Mixed Use Zone
<ol style="list-style-type: none"> 1. <i>Subdivision, use and development</i> in the Mixed Use Zone will provide for high amenity commercial development in a manner which: <ol style="list-style-type: none"> a. remains compatible with the role and function of <i>Metropolitan Centre Zone Precinct A</i> as the primary retail and commercial core of the <i>Paraparaumu Sub-Regional Centre</i>; b. is appropriate along an arterial <i>road environment</i>; and c. is compatible with adjoining residential areas. 2. <i>Subdivision, use and development</i> in the Mixed Use Zone will be undertaken in the following manner: <ol style="list-style-type: none"> a. adverse <i>effects</i> that would otherwise decrease the efficiency and effectiveness of Kāpiti Road as a transport corridor, including for public transport, will be managed; 	

- b. apartment living and medium density housing developments will be encouraged east of Moana Road to consolidate residential densities within close proximity to *Metropolitan Centre Zone Precinct A* and the rail interchange;
- c. *retail activities* will be provided for in a manner which minimises adverse *effects* on the role, function and vitality of the Metropolitan Centre Zone and ensures the safe, efficient function of the District's *transport network* and hierarchy by:
 - i. managing the scale of *retail activities* in the Ihakara Street East and Ihakara Street West Precincts;
 - ii. limiting the type and scale of *retail activities* in Kāpiti Road; and
 - iii. limiting the type and scale of *retail activities* in Paraparaumu North Gateway Precinct (as outlined in [MUZ-P2](#)); and
- d. *amenity values* of Kāpiti Road will be maintained or enhanced;
- e. cycle parks, accessible carparks and vehicle manoeuvring will be provided for on-site;

4. In GIZ-P11 Land Use and Built Form: Insert the following requirements for on-site accessible carparks:

GIZ-P1	Land Use and Built Form in the <i>General Industrial Zone</i>
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A range of *industrial activities* within the *General Industrial Zone* will be provided for in a manner which avoids or mitigates impacts on adjoining *sensitive activities* and areas.

The location, type, scale and built form of *subdivision*, use and *development* in the *General Industrial Zone* will be managed to mitigate adverse *effects*, whilst meeting the District's economic needs.

Subdivision, use and *development* in the *General Industrial Zone* will be undertaken in the following manner:

1. *building* entrances will be obvious from the street through *landscaping* design or the form of the *building*;
2. sufficient on-site service areas, including accessible carparks and cycle parks, will be provided;
3. service areas will be screened and planting and *landscaping* will be provided for visual interest;

5. In DEV1-P14 Non-Residential Activities: Insert the following requirements for accessible carparking:

DEV1-P14 *Non-Residential Activities*

1. *Non-residential activities* other than activities managed under the [Community Facilities chapter](#) will be allowed in the *Residential Zones* only if the activities are compatible with *residential activities* and the *amenity values* of residential areas, and if they provide a function which:
 - a. minimises the need to travel for daily goods and services;
 - b. supports the resilience of the local neighbourhood;
 - c. provides a service or function to the local neighbourhood; and
 - d. does not detract from the vitality of *centres* and other *Working Zones*.
2. In determining whether or not the scale of *effects of non-residential activities* is appropriate, particular regard shall be given to:
 - a. the appropriateness of the scale, size and intensity of the proposed *buildings* and activities and visual or landscape mitigation proposed;
 - b. the *effects* generated by the *buildings* and activities on the safety and efficiency of the local *transport network*, including the extent to which the activities make efficient use of the *transport network* by minimising the need to travel;
 - c. the appropriateness – in the design and amount – of proposed access and accessible car parks for staff, customers, and visitors and the location of access and loading for service/delivery vehicles;
 - d. the hours of operation, including the timing and frequency of delivery/service vehicles;
 - e. the *effects* on residential character and *amenity values* of the surrounding *environment* generated by the proposed *building* or activity;
 - f. *nuisance effects* (including *noise*, odour, light, glare, smoke and *dust*) produced on-site;
 - g. whether or not any proposed signage on the *subject site* is associated with the activity, visually distracting to motorists or dominating or detracting from the amenity of the surrounding *environment*;
 - h. whether the activities adversely affect the vitality of *centres*;
 - i. whether the activity provides goods and services to meet the daily needs of the local neighbourhood; and
 - j. any cumulative *effects*.

6. In Rule DEV1-R5 Home Businesses and Home Craft Occupations: Insert in the note the following reference to accessible carparking:

DEV1-R5	<i>Home businesses and home craft occupations</i>
	<i>Qualifying criteria apply to activities under this rule.</i>
Permitted Activity	<p>Standards</p> <ol style="list-style-type: none"><i>Home businesses and home craft occupations</i> must:<ol style="list-style-type: none">be carried out within a lawfully established <i>residential building</i> or an associated <i>accessory building</i> (excluding <i>minor buildings</i>) that meets the <i>permitted activity</i> standards in DEV1-R4;not involve the use of any source of motive power other than electric motors of not more than 0.56kw;be limited to one <i>home business</i> and <i>home craft occupations</i> per site, excluding home offices;not have more than one non-resident person working on the <i>site</i> at any one time; andnot have any deliveries related to the activity made to or from the <i>site</i> between the hours of 7pm and 7am.The total floor area used for <i>home businesses</i> and <i>home craft occupations</i> must not exceed 40m².In addition to Standards (1) and (2) above, for any <i>home business</i>:<ol style="list-style-type: none">any <i>retailing</i> must be an <i>ancillary activity</i> to the <i>home business</i>;no goods on display shall be visible from outside the <i>building</i> in which the <i>home business</i> is undertaken; andthe maximum <i>retail floor space</i> or sales area must not exceed 10m². <p><i>Qualifying Criteria:</i></p> <p><i>Home businesses and home craft occupations</i> are performed entirely within a <i>residential building</i> or <i>accessory building</i>. <i>Home businesses and home craft occupations</i> shall not include any activity involving any panel beating, spray painting, motor vehicle repairs, fibre glassing, <i>heavy trade vehicles</i>, sheet metal work, wrecking of motor vehicles, bottle or scrap metal storage, rubbish collection service (except that empty, clean drums may be stored in a suitably screened area), wrought iron work or manufacture, motor body <i>building</i>, fish processing, breeding or boarding of dogs or cats, <i>visitor accommodation</i> or any process which involves repetitive use of power tools, drills or hammering or any <i>business activity</i>, trade, craft or profession which creates a <i>nuisance effect</i> at or beyond the <i>boundary</i> of the <i>property</i> on which the activity is occurring, and does not include <i>temporary residential rental accommodation</i></p>

Notes:

- For on-site *accessible carparks* and *transport* requirements for deliveries refer to the rules and standards in the Transport chapter.
- For requirements in respect of *signs* and *noise*, refer to the rules and standards in the [Signs](#) and [Noise chapters](#)

7. DEV2-P14 Non-Residential Activities: Insert the following text encouraging the provision of carparking:**DEV2-P14** Non-Residential Activities

1. *Non-residential activities* other than activities managed under the [Community Facilities chapter](#) will be allowed in the *Residential Zones* only if the activities are compatible with *residential activities* and the *amenity values* of residential areas, and if they provide a function which:
 - a. minimises the need to travel for daily goods and services;
 - b. supports the resilience of the local neighbourhood;
 - c. provides a service or function to the local neighbourhood; and
 - d. does not detract from the vitality of *centres* and other *Working Zones*.
2. In determining whether or not the scale of *effects of non-residential activities* is appropriate, particular regard shall be given to:
 - a. the appropriateness of the scale, size and intensity of the proposed *buildings* and activities and visual or landscape mitigation proposed;
 - b. the *effects* generated by the *buildings* and activities on the safety and efficiency of the local *transport network*, including the extent to which the activities make efficient use of the *transport network* by minimising the need to travel;
 - c. ~~the appropriateness – in the design and amount – of proposed access and *accessible carparks* for staff, customers; and visitors and the location of access and loading for service/delivery vehicles;~~
 - d. the location of access and loading for service /delivery vehicles and the hours of operation, including the timing and frequency of delivery/service vehicles.

PC1C: Amendments to be made to OPD 2021

In the following District Plan provisions:

1. Text that is struck through (~~example~~) is to be deleted from the District Plan
2. Text that is underlined (example) is to be inserted into the District Plan.

1. In Chapter TR-PARK – Parking: Add Policy TR-PARK-P8A requiring provision for cycle parking as follows:

TR-PARK-P8A	Cycle Parking
All new <u>subdivision and development</u> shall provide for safe, sufficient, and appropriately located on-site cycle parking facilities.	

2. In Chapter TR-PARK-Parking: Amend the following Rule TR-PARK-R18 as follows:
(Note: Rule TR-PARK-R18 is also intended to be further amended under proposed plan change 1A: Accessible parking provisions).

TR-PARK-R18	<u>Any activity requiring more than 2 carparks.</u>
<u>Permitted Activity</u>	<u>Standards</u>
	<ol style="list-style-type: none">1. <u>Disabled persons carparks and bicycle parking</u> must be required at a rate of:<ol style="list-style-type: none">a. <u>1 where 10 or less carpark spaces are provided;</u>b. <u>2 where between 11 and 100 carpark spaces are provided, plus 1 additional park for every additional 50 carparks, or part thereof, where more than 100 carpark spaces are provided.</u>

3. In Chapter TR-PARK-Parking Insert the following Rule TR-PARK-R19 as follows:

TR-PARK-R19	<u>Cycle parking</u>
	<p>This rule <u>excludes business activities carried out within existing buildings within the working zones that front a road where no building setback from the road is available for the provision of on-site cycle parking.</u></p> <p><u>Measurement criteria apply to activities under this rule.</u></p>
<u>Permitted Activity</u>	<u>Standards</u>

1. Cycle parking must be located no more than 25 metres from the entrance to the destination for all activities listed in **TR-Table-6B** excluding the following activities:

- a. Multi-unit residential.
- b. Visitor accommodation.
- c. Hostels, Hotels, Motels and Visitor Accommodation.
- d. Sports fields (including lawn bowls).
- e. Education facilities.

Note: For the purpose of this standard, where the activity is located in premises within a *building* that contains multiple premises (such as a shopping mall) 'entrance' means any public entrance to the *building*.

2. Cycle parking shall:

- a. be securely anchored to an immovable object;
- b. support the bicycle frame and front wheel;
- c. allow the bicycle frame to be secured;
- d. be accessible for users of all ages and abilities;
- e. provide a minimum separation distance of 1.2 metres between cycle stands;
- f. provide a minimum separation distance of 1 metre between any marked carpark space, wall or any other obstruction;
- g. be clearly signposted or visible to cyclists entering the site;
- h. be located so as not to impede pedestrian thoroughfares, including areas used by people whose mobility or vision is restricted;
- i. be located so that the bicycle is at no risk of damage from vehicle movements within the site; and
- j. be in a covered area and in an area excluded from general public access when provided exclusively for staff/employee use.

Note: For further guidance on designing cycle parking facilities refer to Waka Kotahi/NZ Transport Agency: Cycle Parking Planning and Design: Cycling Network Guidance technical note 2019

3. Cycle parking must be provided at the rate shown in **TR-Table 6B** below:

TR-Table 6B

<u>Activity</u>	<u>Minimum number of visitor cycle parks</u>	<u>Minimum number of staff/residents/students cycle parks</u>
<u>Multi-unit residential</u>	<u>4-20 residential units:</u> <u>1 space</u> <u>Plus 1 additional space for every</u>	<u>4 - 10 residential units: 1 space</u> <u>Plus 1 additional space for every additional 10</u>

	<u>additional 20 residential units, or part thereof</u>	<u>residential units, or part thereof</u>
<u>Hostels, Hotels, Motels, and Visitor Accommodation</u>	<u>1 - 20 bedrooms: 1 space</u> <u>Plus 1 additional space for every additional 20 bedrooms, or part thereof</u>	<u>1-5 staff: 1 space</u> <u>Plus 1 additional space for every additional 5 staff, or part thereof</u>
<u>Industrial manufacturing and service</u> <u>Measurement criteria:</u> <u>When measuring gross floor area, include:</u> <ul style="list-style-type: none"><u>covered yards and areas covered by a roof but not enclosed by walls</u> <u>Exclude:</u> <ul style="list-style-type: none"><u>uncovered stairways;</u><u>floor space in terraces (open or roofed), external balconies, breezeways or porches;</u><u>roof carparking, lift towers</u>	<u>Up to 1000m² gross floor area: 1 space</u> <u>Plus 1 additional space for every additional 1000m² of gross floor area, or part thereof</u>	<u>Up to 500m² gross floor area: 1 space</u> <u>Plus 1 additional space for every additional 500m² of gross floor area, or part thereof</u>

	<p>and machinery rooms on the roof having a floor area of not more than 200m²:</p> <ul style="list-style-type: none"> • <u>carparking areas</u>; and • <u>floor space of interior balconies and mezzanines not used by the public.</u> 		
	<p><u>Tradesmen's Workshops, Service Stations, Motor garages</u></p> <p><u>Measurement criteria:</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none"> • <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none"> • <u>uncovered stairways;</u> • <u>floor space in terraces (open or roofed), external balconies,</u> 	<p><u>Up to 1000m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every additional 1000m² gross floor area, or part thereof</u></p>	<p><u>Up to 500m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every additional 500m² gross floor area, or part thereof</u></p>

	<p><u>breezeways or porches;</u></p> <ul style="list-style-type: none"> • <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u> • <u>carparking areas; and</u> • <u>floor space of interior balconies and mezzanines not used by the public.</u> 		
	<p><u>Warehouses (Trading)</u></p> <p><u>Measurement criteria:</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none"> • <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none"> • <u>uncovered stairways;</u> 	<p><u>Up to 1000m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every additional 1000m² gross floor area, or part thereof</u></p>	<p><u>Up to 500m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every additional 500m² gross floor area, or part thereof</u></p>

	<ul style="list-style-type: none"> • floor space in <u>terraces (open or roofed), external balconies, breezeways or porches;</u> • <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u> • <u>carparking areas; and floor space of interior balconies and mezzanines not used by the public.</u> 		
	<p><u>Warehouses (Storage)</u></p> <p><u>Measurement criteria:</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none"> • <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none"> • <u>uncovered stairways;</u> • <u>floor space in terraces (open or roofed),</u> 	<p><u>Up to 2000m² gross floor area:</u> <u>1 space</u></p> <p><u>Plus 1 additional space for every additional 2000m² gross floor area, or part thereof</u></p>	<p><u>Up to 1000m² gross floor area:</u> <u>1 space</u></p> <p><u>Plus 1 additional space for every additional 1000m² gross floor area, or part thereof</u></p>

	<p><u>external balconies, breezeways or porches;</u></p> <ul style="list-style-type: none">• <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u>• <u>carparking area;</u> and• <u>floor space of interior balconies and mezzanines not used by the public.</u>		
	<p><u>Retailing, retail activities and retail outlets and other activities involving retailing but excluding large format retailing and supermarkets.</u></p> <p><u>Measurement criteria:</u></p> <p><u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall), any existing cycle parks available for that building may be considered to contribute to meeting demand</u></p>	<p><u>Up to 125m² gross floor area:</u> <u>1 space</u></p> <p><u>Plus 1 additional space for every additional 125m² gross floor area, or part thereof</u></p>	<p><u>Up to 400m² gross floor area:</u> <u>1 space</u></p> <p><u>Plus 1 additional space for every additional 400m² gross floor area, or part thereof</u></p>

	<p><u>for cycle parks associated with the proposed activity.</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none">• <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none">• <u>uncovered stairways;</u>• <u>floor space in terraces (open or roofed), external balconies, breezeways or porches;</u>• <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u>• <u>carparking areas; and</u>• <u>floor space of interior balconies and mezzanines not used by the public.</u>		
	<p><u>Large Format Retailing</u></p> <p><u>Measurement criteria:</u></p>	<p><u>Up to 1000m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every</u></p>	<p><u>Up to 750m² gross floor area: 1 space</u></p> <p><u>Plus 1 additional space for every additional</u></p>

	<p><u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall), any existing cycle parks available for that building may be considered to contribute to meeting demand for cycle parks associated with the proposed activity.</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none">• <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none">• <u>uncovered stairways;</u>• <u>floor space in terraces (open or roofed), external balconies, breezeways or porches;</u>• <u>roof carparking, lift towers and</u>	<p><u>additional 1000m² gross floor area, or part thereof</u></p>	<p><u>750m² gross floor area, or part thereof</u></p>
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	<p><u>machinery rooms on the roof having a floor area of not more than 200m²:</u></p> <ul style="list-style-type: none">• <u>carparking areas; and</u>• <u>floor space of interior balconies and mezzanine s not used by the public.</u>		
	<p><u>Supermarkets</u></p> <p><u>Measurement criteria:</u></p> <p><u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall), any existing cycle parks available for that building may be considered to contribute to meeting demand for cycle parks associated with the proposed activity.</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none">• <u>covered yards and</u>	<p><u>Up to 500m² gross floor area:</u></p> <p><u>1 space</u></p> <p><u>Plus 1 additional space for every additional 1000m² gross floor area, or part thereof</u></p>	<p><u>1 - 5 FTE employees:</u></p> <p><u>1 space</u></p> <p><u>Plus 1 additional space for every additional 5 FTE employees, or part thereof</u></p>

	<p>areas covered by a roof but not enclosed by walls</p> <p><u>Exclude:</u></p> <ul style="list-style-type: none">• <u>uncovered stairways;</u>• <u>floor space in terraces (open or roofed), external balconies, breezeway s or porches;</u>• <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u>• <u>carparking areas; and</u>• <u>floor space of interior balconies and mezzanine s not used by the public.</u>		
	<p><u>Taverns, licenced premises, Restaurants</u></p> <p><u>Measurement criteria:</u></p>	<p><u>Up to 250m² floor area served by the Tavern/ licenced premises/</u></p>	<p><u>Up to 100m² floor area served by the Tavern/ licenced premises/ restaurant:</u></p> <p><u>1 space</u></p>

	<u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall), any existing cycle parks available for that building may be considered to contribute to meeting demand for cycle parks associated with the proposed activity.</u>	<u>restaurant:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 250m² served by the Tavern/ licenced premises/ restaurant, or part thereof</u>	<u>Plus 1 additional space for every additional 100m² floor area served by the Tavern/ licenced premises/ restaurant, or part thereof</u>
	<u>Non-retail commercial activities</u> <u>Measurement criteria:</u> <u>Where a proposed activity occurs within an existing building comprising multiple individual businesses or activities (e.g. within a shopping mall), any existing cycle parks available for that building may be considered to contribute to meeting demand for cycle parks associated with the proposed activity.</u>	<u>Up to 500m² gross floor area:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 500m² gross floor area, or part thereof</u>	<u>Up to 200m² gross floor area:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 200m² gross floor area, or part thereof</u>

	<p>When measuring <u>gross floor area</u>, include:</p> <ul style="list-style-type: none">• <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p>Exclude:</p> <ul style="list-style-type: none">• <u>uncovered stairways;</u>• <u>floor space in terraces (open or roofed), external balconies, breezeways or porches;</u>• <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u>• <u>carparking areas; and</u>• <u>floor space of interior balconies and mezzanines not used by the public.</u>		
	<p><u>Sports Fields (including lawn bowls)</u></p>	<p><u>Up to a hectare of pitch area: 1 space</u></p> <p><u>Plus 1 additional space for every additional hectare of pitch or part thereof.</u></p>	<p><u>N/A</u></p>

<u>Court Sports</u> <u>(including bowling</u> <u>alleys), Clubrooms,</u> <u>Grandstands</u>	<u>Up to 150m²</u> <u>area:</u> <u>1 space</u> <u>Plus 1 additional</u> <u>space for every</u> <u>additional 150m²</u> <u>area or part</u> <u>thereof</u>	<u>N/A</u>
<u>Churches, cinemas,</u> <u>halls, conference</u> <u>facilities, funeral</u> <u>homes,</u> <u>crematoriums and</u> <u>entertainment</u> <u>activities</u> <u>Measurement</u> <u>criteria:</u> <u>When measuring</u> <u>any cinema,</u> <u>conference facility</u> <u>or entertainment</u> <u>activity, the</u> <u>following</u> <u>measurement</u> <u>criterion applies:</u> <u>Where a proposed</u> <u>activity occurs</u> <u>within an existing</u> <u>building comprising</u> <u>multiple individual</u> <u>businesses or</u> <u>activities (e.g.</u> <u>within a shopping</u> <u>mall), any existing</u> <u>cycle parks</u> <u>available for that</u> <u>building may be</u> <u>considered to</u> <u>contribute to</u> <u>meeting demand</u> <u>for cycle parks</u>	<u>Up to 50m² gross</u> <u>floor area:</u> <u>1 space</u> <u>Plus 1 additional</u> <u>space for every</u> <u>additional 50m²</u> <u>gross floor area</u> <u>or part thereof</u>	<u>N/A</u>

	<p><u>associated with the proposed activity.</u></p> <p><u>When measuring gross floor area, include:</u></p> <ul style="list-style-type: none"> • <u>covered yards and areas covered by a roof but not enclosed by walls</u> <p><u>Exclude:</u></p> <ul style="list-style-type: none"> • <u>uncovered stairways;</u> • <u>floor space in terraces (open or roofed), external balconies, breezeways or porches;</u> • <u>roof carparking, lift towers and machinery rooms on the roof having a floor area of not more than 200m²;</u> • <u>carparking areas; and</u> • <u>floor space of interior balconies and mezzanines not used by the public.</u> 		
	<p><u>Doctors; Hospitals; Medical Centres/ Health Specialists; and Veterinary Surgeons</u></p>	<p><u>1 - 50 beds:</u> <u>2 spaces</u></p> <p><u>Plus 1 additional space for every additional 50</u></p>	<p><u>1 - 20 beds:</u> <u>1 space</u></p> <p><u>Plus 1 additional space for every additional 20 beds or part thereof</u></p>

	<u>beds or part thereof</u>	
<u>Kindergartens, day care centres, nurseries, primary schools</u>	<u>1- 10 children:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 10 children or part thereof</u>	<u>1 - 3 staff:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 3 staff or part thereof</u>
<u>Secondary schools; work skills training centres.</u>	<u>1-30 students:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 30 students or part thereof</u>	<u>Up to 100 students:</u> <u>1 staff space</u> <u>Plus 1 additional staff space for every additional 100 students or part thereof</u>
<u>Tertiary establishments</u>	<u>Up to 100 FTE students:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 100 FTE students or part thereof</u>	<u>1- 4 FTE staff:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 4 FTE staff, or part thereof</u>
		<u>1- 4 FTE students:</u> <u>1 space</u> <u>Plus 1 additional space for every additional 4 FTE students, or part thereof</u>
<u>Supported living accommodation</u>	<u>Up to 50 residents:</u> <u>1 space</u> <u>Plus 1 additional staff space for every additional 50 residents or part thereof</u>	<u>Up to 30 residents:</u> <u>1 space</u> <u>Plus 1 additional staff space for every additional 30 residents or part thereof</u>

Kapiti Coast District Council

Proposed Plan Changes to the Kapiti Coast District Plan 2021:

- Plan Change 1D – Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive;
 - Plan Change 1K – Electoral Signage; and
 - Plan Change 1L – Council Site Rezoning.
-

Section 42A Report – Recommendations on Decisions Requested by Submitters

Prepared by: Matthew Muspratt, Consultant Planner
Date: June 2024

Table of Contents

Executive Summary.....	4
Introduction	5
Author 6	
Key Issues in Contention	8
Statutory Considerations	9
Section 32 RMA	9
Proposed RPS Change 1	10
National Policy Statement on Indigenous Biodiversity 2023 (NPS-IB)	10
National Policy Statement on Urban Development 2020 (NPS-UD)	11
Te hau mārohi ki anamata – Towards a productive, sustainable and inclusive economy: Aotearoa New Zealand's first emissions reduction plan 2022	11
Urutau, ka taurikura: Kia tū pakari a Aotearoa i ngā huringa āhuarangi – Adapt and thrive: Building a climate-resilient New Zealand – New Zealand's first national adaptation plan 2022	12
Section 32AA RMA	12
Scope.....	13
Legal Effect, Operative Status, and Time Limitations	13
Trade Competition	13
Background to Plan Changes.....	13
PC-1D (Roading reclassification).....	13
PC-1K (Electoral signage)	14
PC-1L (Rezoning of Council-owned sites)	15
Public Notification	17
Notification of Summary of Decisions Requested by Submissions.....	17
Procedural Matters	17
Consideration of Submissions	17
Format for Consideration of Submissions and Report Format	18
Format of Recommended Amendments	18
PC-1D: Reclassification of Arawhata Road, Tutanekei Street, and Ventnor Drive	18
PC-1K – Electoral Signage	19
PC-1L – Rezoning of Council-Owned Sites	19
Closing Recommendations	20
Appendices	21

Appendix 1 – Recommendations on All Submissions and Further Submissions	21
Appendix 2 – Final Recommended PC-1D: Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive	29
Appendix 3 – Final Recommended PC-1K: Electoral Signage.....	32
Appendix 4 – Final Recommended PC-1L: Council site rezonings	33
Appendix 5 – Section 32 Evaluation Report: PC-1D – Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive	50
Appendix 6 – Section 32 Evaluation Report: PC-1K – Electoral Signage.....	51
Appendix 7 – Section 32 Evaluation Report: PC-1L – Council Site Rezonings	52
Appendix 8 – Submissions on PC-1D: Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive	53
Appendix 9 – Submissions on PC-1K: Electoral Signage	55
Appendix 10 – Submissions and Further Submissions on PC-1L: Council Site Rezonings...	57
Appendix 11 – Waka Kotahi NZ Transport Agency Withdrawal of Request to be Heard	62
Appendix 12 – Transpower New Zealand Ltd Notice of Withdrawal of Submission on PC-1L	63

Executive Summary

1. This report is prepared pursuant to section 42A of the Resource Management Act 1991 (RMA) to consider and make recommendations on the decisions requested by submitters on three proposed changes to the Kapiti Coast District Plan 2021 (the District Plan) as follows:
 - (a) Plan Change 1D – To amend the transport network hierarchy classification of the following streets on District Plan maps:
 - i. Amend Arawhata Road from a Neighbourhood Access Route to a Local Community Connector Route;
 - ii. Amend Tutanekai Street from a Neighbourhood Access Route to a Local Community Connector Route; and
 - iii. Amend Ventnor Drive from a Local Community Connector Route to a Neighbourhood Access Route.
 - (b) Plan Change 1K – Electoral Signage:
 - i. To amend rule SIGN-R2 to align the electoral sign size allowed during the election period (both national and local body elections) with the sign size requirements for election advertisements outlined under the Electoral (Advertisements of a Specific Kind) Regulations 2005.
 - (c) Plan Change 1L – Council site rezoning:
 - i. To update the zoning of a number of Council-owned sites from General Residential Zone to Open Space Zone (and either to a Local Parks Precinct or a Recreation Precinct as appropriate) or to Natural Open Space Zone; and
 - ii. To reassign two¹ Council-owned sites from Natural Open Space Zone to Open Space Zone (Recreation Precinct).
2. The plan changes attracted the following number of submissions and further submissions:

Plan Change	Submissions	Further Submissions
PC-1D	1	nil
PC-1K	1	nil
PC-1L	3	14

3. Upon consideration of the submissions on the plan changes, and in anticipation of arranging a hearing to enable the submitters to be heard, Transpower New Zealand Limited and Waka Kotahi NZ Transport Agency were requested by the District Planning Team to confirm whether they still wished to be heard. The following responses were received:
 - (a) On 5 March 2024 Transpower New Zealand Limited advised that it wished to withdraw its submission on PC-1L (see **Appendix 12**). No further submissions are relevant to this withdrawn submission.

¹ This was reduced to one Council-owned site following the formal withdrawal of the proposed Maclean Park rezoning from PL-1L.

- (b) On 9 February 2024 Waka Kotahi NZ Transport Agency advised that it does not seek to be heard in support of their submission on PC-1D, PC-1K, or PC-1L (see **Appendix 11**).
- 4. Subsequent to the above, on 4 July 2024 the Council will consider a recommendation (in a separate Council report) to formally withdraw part of PC-1L pursuant to Clause 8D of Schedule 1 of the RMA². The part to be withdrawn from PC-1L proposes to rezone part of Maclean Park from Natural Open Space Zone to Open Space Zone (Recreation Precinct).
- 5. The withdrawal would negate the need to consider the submission of Frederick John Davey (Submission S2) and all 14 further submissions on the PC-1L. However, for completeness I note that the withdrawal would in effect achieve the outcome sought by those submitters and further submitters, as they oppose the rezoning of Maclean Park. The withdrawal would mean that the rezoning of Maclean Park would no longer be within the scope of PC-1L.
- 6. The intention is that the Councillors consider and decide on the matters in this report after they have made their decision on whether to withdraw that part of PC-1L. This report therefore has aspects that are drafted in the alternative:
 - (a) First, addressing the scenario where the Council has accepted the recommendation to withdraw part of PC-1L; and
 - (b) Secondly, addressing the alternative scenario where the Council has not accepted the recommendation to withdraw part of PC-1L.
- 7. The remaining submissions on all three plan changes addressed within this report are those of Waka Kotahi NZ Transport Agency. See **Appendices 9, 10, and 11** to view the submitter's full submissions on all three plan changes.
- 8. Having considered all the submissions and all relevant statutory and non-statutory planning documents, I recommend that the plan changes be confirmed as set out in **Appendices 2, 3, and 4** to this report.
- 9. I recommend that all submissions be accepted, accepted in part, or rejected for the reasons set out in this report and within **Appendix 1**.

Introduction

- 10. This report and appendices form the planning advice and recommendations to Council on the submissions on all three plan changes. No amendments to the notified provisions of the plan changes are recommended in response to the submissions.
- 11. Due to the small number of submissions received, this report describes and evaluates each of the submissions in detail before making recommendations.
- 12. The analysis and discussion of matters raised in the submissions is informed by:

² Council's decision to withdraw made at the same meeting as making decisions on Plan Changes 1D, 1K, and 1L.

- (a) The section 32 evaluation report that supported the notification of each plan change (**Appendices 5, 6, and 7**).
- (b) An evaluation of the relevant higher-level statutory planning documents and legal context including:
 - (i) The RMA;
 - (ii) The Regional Policy Statement for the Wellington Region 2013 (RPS);
 - (iii) Proposed Change 1 to the Regional Policy Statement for the Wellington Region (Proposed RPS Change 1);
 - (iv) The New Zealand Coastal Policy Statement 2010 (NZCPS);
 - (v) The National Policy Statement for Indigenous Biodiversity 2023 (NPS-IB); and
 - (vi) All relevant RMA matters specified within section 74 (Matters to be considered by territorial authority), and section 75(3) and (4) (Contents of district plans).
- 13. Many of the matters listed above are addressed in the section 32 evaluation reports that supported the public notification of the plan changes. This report should be read in conjunction with the section 32 evaluation reports included as **Appendices 5, 6, and 7**.
- 14. This report is provided to assist the Council in their role as decision maker on the matters raised in submissions, and the final plan change provisions. The evaluation and recommendations contained in this report are the author's professional opinion based on their experience as a policy planner.
- 15. The qualifications and experience of the report author are set out below.

Author

- 16. My name is Matthew James Muspratt. I hold a Bachelor of Resource and Environmental Planning (Hons) from Massey University (2003). I am an independent planner with 21 years' experience working as a policy planner and resource consents planner for territorial local authorities in New Zealand and the United Kingdom.
- 17. I am an accredited independent hearings commissioner, having obtained accreditation under the Making Good Decisions Programme in 2017. I am a member of the Resource Management Law Association of New Zealand.
- 18. My experience has been primarily as a policy planner and resource consents planner within city and district councils; however, my experience over the past two and a half years is as an independent planning consultant offering resource management policy, resource consenting, and independent RMA hearing commissioner services to local authorities.
- 19. My experience includes, amongst other matters:
 - (a) The preparation of district plan provisions addressing a range of resource management issues including, but not limited to:

- i. An independent planning expert for the preparation of provisions, the section 32 evaluation and section 42A planning evidence report for the Upper Hutt City Council's mandatory Intensification Planning Instrument pursuant to section 80E of the RMA.
 - ii. Rezoning of land for residential, industrial, and commercial use and development including the processing of council-initiated and private district plan changes;
 - iii. The identification and protection of significant indigenous vegetation and significant habitats of indigenous fauna in accordance with section 6(c) of the RMA including:
 1. Kapiti Coast District Council (KCDC) Plan Change 55A – Ecological Sites - section 42A report preparation, planning evidence for the hearing, and mediation of appeals;
 2. Technical review of all 42A reports and recommendations for the KCDC Proposed District Plan review;
 3. Porirua City District Plan review – affected property owner consultation on draft district plan provisions to identify and protect section 6(c) RMA significant indigenous vegetation and habitats;
 - iv. The identification and protection of historic heritage pursuant to section 6(f) of the RMA;
 - v. Natural hazard planning including flood hazards and the development of district plan provisions to manage seismic hazards;
 - vi. The incorporation of structure plans into district plans;
 - (b) Strategic housing land availability and capacity assessments;
 - (c) Environment Court assisted mediation and appeal management on district plan reviews and plan changes.
 - (d) The preparation of applications to the Environment Court pursuant to section 86D of the RMA to give district plan provisions immediate legal effect from the date of public notification;
 - (e) The processing of publicly notified, limited notified and non-notified notices of requirement, residential and rural subdivision consents, and land use consents;
20. My planning roles have included but are not limited to the following:
 - (a) Principal Planner/Director and Independent Hearings Commissioner, Muspratt Consulting Ltd (current).
 - (b) Principal Policy Planner, and Senior Resource Consents Planner, Kapiti Coast District Council.
 - (c) Senior Policy Analyst, Porirua City Council.
 - (d) Senior Policy Planner, London Borough of Newham.
21. I have been engaged by Kapiti Coast District Council to assist with the processing of the plan changes. My role has comprised:

- (a) A review of the resource management issues underpinning each plan change and the provision of technical advice on plan change provision drafting.
 - (b) Technical review of the draft section 32 evaluation reports as follows:
 - i. PC-1D (May 2022);
 - ii. PC-1K (February 2022); and
 - iii. PC-1L (May 2022).
 - (c) The consideration of submissions and making recommendations in response to the matters raised in submissions;
 - (d) The preparation of this section 42A report including updating the statutory evaluation to ensure the plan change process demonstrates that all relevant statutory planning documents and other matters have been either given effect to, or had regard given to them. This is to identify and evaluate any relevant changes that may have occurred since the section 32 evaluation reports were prepared; and
 - (e) Making recommendations on all submissions and the final provisions for all three plan changes.
22. My role in preparing this report is that of an expert policy planner.
23. Although this is a plan change process, I have read the Code of Conduct for Expert Witnesses contained in the Practice Note issued by the Environment Court January 2023. I have complied with the Code when preparing this section 42A report and I agree to comply with it if required to give any oral or additional written evidence or advice.
24. The scope of my evidence relates to the resource management planning implications of the proposed amendments to the District Plan under all three plan changes. I confirm that the issues addressed in this statement of evidence are within my area of expertise and experience as an expert policy planner. If my professional opinion relies upon the technical advice of another person, this is stated in the report.
25. Any data, information, facts, and assumptions I have considered or made in forming my opinions are set out in the part of the section 42A report in which I express my opinions. Where I set out opinions in this report, I provide reasons for those opinions.
26. I have not omitted to consider material facts known to me that might alter or detract from the opinions expressed in this report.

Key Issues in Contention

27. The submissions of Waka Kotahi NZ Transport Agency are either in support of, or neutral to the three plan changes as follows:
- (a) PC-1D (transport network hierarchy): Support
 - (b) PC-1K (election signage): Neutral
 - (c) PC-1L (Council site rezoning): Support

28. As a consequence of the submitter's support or neutrality on the plan changes there are no issues in contention. The submissions are addressed in greater detail in Sections 9-11 below, and within **Appendix 1**.

Statutory Considerations

Section 32 RMA

29. The section 32 evaluations prepared to support the plan changes includes the identification of all relevant statutory considerations that applied at the time of public notification of the plan changes.
30. Material from the section 32 evaluations supporting the plan changes has not been duplicated in this report. Therefore, the evaluation below must be read in conjunction with the section 32 evaluations to gain a full understanding of the relevance of the RMA, higher-level statutory planning documents, and other relevant matters that are relevant to the plan changes.
31. Since public notification of the plan changes on 14 July 2022, there have been two relevant changes to the statutory considerations for the plan change comprising:
- (a) On 19 August 2022, Greater Wellington Regional Council (GWRC) notified Proposed Change 1 to the Regional Policy Statement. The proposed change includes provisions that intend to:
 - (i) Give effect (in part) to the National Policy Statement for Freshwater Management 2020 (NPS-FM);
 - (ii) Give effect to the National Policy Statement on Urban Development 2020 (NPS-UD);
 - (iii) Give effect to the National Policy Statement for Indigenous Biodiversity 2023 (NPS-IB)³.
 - (iv) Address climate change and natural hazards.
 - (b) On 4 August 2023, the NPS-IB came into effect, 28 days following notification in the New Zealand Gazette on 7 July 2023.
32. In accordance with section 74(2)(a)(ii) of the RMA, when changing the District Plan, the Council must have regard to a proposed regional policy statement. The term *have regard to* means that the Council needs to give genuine attention and thought to the matter, but it is not necessary that the matter is accepted⁴.
33. This means that material consideration of Proposed RPS Change 1 is required, but there is no requirement to *give effect to* any relevant parts of proposed RPS Change 1 in the plan changes. This reflects the relatively early stage of proposed RPS Change 1, with hearings on submissions still being carried out at the time of preparing this report, and the resulting

³ The NPS-IB was a draft when RPS Change 1 was publicly notified and was not gazetted in its final form until approximately 12 months following the notification of Proposed RPS Change 1.

⁴ *Taggart Earthmoving Ltd v Heritage New Zealand Pouhere Taonga* [2016] NZEnvC 123 at [51] - [52].

uncertainty on the final form and content of the proposed RPS change provisions. Council will be required by section 73(4)(b) of the RMA to amend the district plan to give effect to any relevant provisions of RPS Change 1 once it becomes operative.

34. I set out the basis for an overview of the relevant provisions of Proposed RPS Change 1 below, concluding that there are no RPS Change 1 provisions of direct relevance to the plan changes.
35. In accordance with section 74(1)(ea) of the RMA, the Council must change the District Plan in accordance with a national policy statement. Section 75(3)(a) of the RMA requires the District Plan to *give effect to* any national policy statement. The NPS-IB specifies timeframes that the Council must meet when giving effect to the various tasks set out in the NPS. This plan change does not intend to give effect to any of the mandatory tasks set out by the NPS-IB. However, the NPS-IB has been reviewed to ensure any potentially relevant provisions are identified and evaluated below.
36. This report adds to the statutory evaluation within the section 32 evaluation to demonstrate the requirements of section 74(2)(d) and (e) are met. Having regard to any emissions reduction plan made in accordance with section 5ZI of the Climate Change Response Act 2002, and any national adaptation plan made in accordance with section 5ZS of the Climate Change Response Act 2002 are not a requirement of section 75 of the RMA, but are listed in section 74(2)(d) and (e) as a matter the Council must have regard to when changing the District Plan.

Proposed RPS Change 1

What does Proposed RPS Change 1 address?

37. Greater Wellington Regional Council describes the focus of Proposed Change 1 to the RPS⁵ as being to implement and support the National Policy Statement on Urban Development 2020 (NPS-UD), and to start the implementation of the National Policy Statement for Freshwater Management 2020 (NPS-FM). RPS Change 1 also addresses issues related to climate change, indigenous biodiversity, and high natural character.
38. I have had regard to all RPS Change 1 provisions. My review did not identify any provisions that are relevant to the plan changes.

National Policy Statement on Indigenous Biodiversity 2023 (NPS-IB)

39. The Council must give effect to the NPS-IB as soon as reasonably practicable, and must publicly notify any changes to the District Plan that are necessary to give effect to the NPS-IB within eight years after the commencement date i.e. by 4 August 2031⁶.

⁵ <https://www.gw.govt.nz/assets/Documents/2022/08/Proposed-RPS-Change-1-for-the-Wellington-Region.pdf>

⁶ On 23 April the Government announced a new Resource Management Amendment Bill that is expected to be introduced to Parliament in May. The Government has indicated the proposed Bill will suspend the requirement for councils to identify new Significant Natural Areas (SNAs) in accordance with the NPS-IB for three years, to give enough time for a thorough review of how they operate. See the media release here: <https://www.beehive.govt.nz/release/urgent-changes-system-through-first-rma-amendment-bill>

40. I have reviewed the NPS-IB with regard to the resource management issues addressed by the plan changes. I did not identify any NPS-IB provisions relevant to the plan changes.

National Policy Statement on Urban Development 2020 (NPS-UD)

41. PC-1L proposes to rezone 14 Council-owned sites from general residential zone to an open space zone. Subpart 3, Clause 3.11 of the NPS-UD requires the Council to use evidence and analysis when changing the District Plan in a way that affects the development of urban environments. As PC-1L will, in theory⁷, remove residential zoned land from theoretical housing land supply, it is necessary to consider the impact of this and its contribution to:
- (a) achieving well-functioning urban environments; and
 - (b) the requirement to provide at least sufficient development capacity.
42. Following the Council's Intensification Planning Instrument (Plan Change 2) having operative status⁸ in September 2023 the District Plan now enables considerably greater housing capacity compared to that which existed at the time PC-1L was publicly notified.
43. To consider the effect on housing capacity that would result from the rezoning of the 14 Council-owned sites from general residential zone to an open space zone, I have referred to the evidence and analysis provided by Council's 2023 Housing and Business Development Capacity Assessment (HBA). The assessment concludes⁹:
- Residential Sufficiency: This assessment has identified that sufficient realisable residential capacity (32,673) is available to meet future forecast demand for dwellings of 13,888 across the next 30-years, with 18,785 surplus.*
44. On this basis, it is clear that the Council does not have a shortfall in sufficient development capacity for housing over the next 30 years, and in fact has a significant surplus. Therefore, there are no housing development capacity constraints associated with the rezoning of the Council-owned sites from a residential zone to an open space zone.
45. In addition to the above regarding sufficient development capacity, I consider that the provisions of open space zoned land enables people and communities to provide for their social and cultural wellbeing, which I consider to be an important component of well-functioning urban environments.

Te hau mārohi ki anamata – Towards a productive, sustainable and inclusive economy: Aotearoa New Zealand's first emissions reduction plan 2022

46. In May 2022, the Ministry for the Environment published New Zealand's first emissions reduction plan under section 5Z1 of the Climate Change Response Act 2002. The plan

⁷ The residential zoned sites proposed to be rezoned to open space zone by PC-1L are already in use as part of the community open space network managed by the Council.

⁸ Excluding the rezoning of an 18-hectare site in Otaihangā from Rural Lifestyle Zone to General Residential Zone that was approved by the Minister in October 2023 and made operative in November 2023.

⁹ At page 195 of Chapter 5: Kāpiti Coast District Council HBA: <https://wrlc.org.nz/wp-content/uploads/2023/10/HBA3-CHAPTER-5-Kapiti.pdf>

contains Government-led strategies, policies and proposals for achieving New Zealand's first emissions budget, as required by the Climate Change Response Act 2002. It responds to the risks identified in the National Climate Change Risk Assessment 2020, which was prepared under the Climate Change Response Act 2002. It draws upon the latest science available at the time from the Intergovernmental Panel on Climate Change, and builds on recommendations of the Climate Change Adaptation Technical Working Group from 2018.

47. I have reviewed the Emissions Reduction Plan and have not identified any provisions relevant to any of the plan changes.

Urutau, ka taurikura: Kia tū pakari a Aotearoa i ngā huringa āhuarangi – Adapt and thrive: Building a climate-resilient New Zealand – New Zealand's first national adaptation plan 2022

48. In August 2022, the Ministry for the Environment published New Zealand's first national adaptation plan under section 5ZT of the Climate Change Response Act 2002. The adaptation plan contains strategies, policies and actions that will help New Zealanders adapt to the changing climate and its effects – to reduce the potential harm of climate change, as well as seize the opportunities that arise.
49. I have reviewed the Adaptation Plan and have not identified any provisions relevant to any of the plan changes.

Section 32AA RMA

50. All recommended amendments to provisions since the initial section 32 evaluations were undertaken must be documented in a subsequent section 32AA evaluation. Section 32AA states:

32AA Requirements for undertaking and publishing further evaluations

- 1) A further evaluation required under this Act—
 - (a) is required only for any changes that have been made to, or are proposed for, the proposal since the evaluation report for the proposal was completed (the changes); and
 - (b) must be undertaken in accordance with section 32(1) to (4); and
 - (c) must, despite paragraph (b) and section 32(1)(c), be undertaken at a level of detail that corresponds to the scale and significance of the changes; and
 - (d) must—
 - (i) be published in an evaluation report that is made available for public inspection at the same time as the approved proposal (in the case of a national policy statement or a New Zealand coastal policy statement or a national planning standard), or the decision on the proposal, is notified; or
 - (ii) be referred to in the decision-making record in sufficient detail to demonstrate that the further evaluation was undertaken in accordance with this section.
- 2) To avoid doubt, an evaluation report does not have to be prepared if a further evaluation is undertaken in accordance with subsection (1)(d)(ii).

51. As no amendments to the notified provisions of the plan changes are recommended in response to submissions, there is no requirement to conduct any section 32AA evaluations.

Scope

52. As the submissions on the plan changes support or are neutral, and seek no changes to the notified provisions, there is no scope provided by submissions to make amendments to the provisions of the plan changes¹⁰.

Legal Effect, Operative Status, and Time Limitations

53. In accordance with section 86B (1) of the RMA, the proposed amendment to rule SIGN-R2 under PC-1K will have legal effect once decisions on submissions are made and publicly notified under Clause 10(4) of Schedule 1 of the RMA.
54. As Plan Changes 1D and 1L do not make amendments to any *rules*, these plan changes will not be treated as operative until the Council approves them under Clause 17 and resolves to make them operative on the date specified in accordance with Clause 20 of Schedule 1 of the RMA.
55. Pursuant to Clause 10(4)(a) of Schedule 1 of the RMA, Council must give its decision on the provisions and matters raised in submissions (whether or not a hearing is held) no later than 2 years after publicly notifying the plan changes. Therefore, Council must publicly notify its decisions on the plan changes and submissions before 14 July 2024.
56. If Council requires an extension to the 2 year timeframe, it must request an extension from the Minister under Clause 10A of Schedule 1 of the RMA. The request must be made before the 2 year timeframe is reached. The RMA does not include a timeframe or any other procedural matters the Minister must follow to make a decision on a request.

Trade Competition

57. Section 74(3) of the RMA prohibits the Council from having regard to trade competition or the effects of trade competition when preparing or changing the District Plan.
58. Due to the resource management topics addressed by the plan changes, trade competition is not considered to be a relevant matter.

Background to Plan Changes

PC-1D (Roading reclassification)

59. The description below is a summary of PC-1D which should be read in conjunction with the proposed amended maps and the supporting section 32 evaluation report (**Appendices 2 and 5**). Please see the relevant section 32 evaluation report for full background details including:

¹⁰ However, the Council may, before making decisions on the plan changes, make amendments that are of minor effect or to correct any minor errors in accordance with clause 16(2) of Schedule 1 of the RMA.

- (a) the identification of the resource management issue being addressed;
 - (b) consultation history on draft provisions;
 - (c) the statutory evaluation; and
 - (d) the evaluation of the benefits, costs, and reasonably practicable alternative methods that were considered.
60. PC-1D addresses errors in the classification of roads within the Transport Network Hierarchy. It is important that roads are identified under the correct classification that reflect their role and function within the wider transportation network hierarchy. Applying an incorrect classification to a road can result in safety issues to pedestrians and road users as a result of the application of inappropriate subdivision and development provisions for sites fronting those roads i.e. allowing the reversing of vehicles from sites onto the road following new subdivision or the construction of a new residential unit. The incorrect classification of roads carries greater risk following the Council's Intensification Planning Instrument (Plan Change 2) becoming operative in September 2023 due to the increased residential densities now enabled on Arawhata Road.
61. PC-1D proposes to correct the following errors:

Road	Error to be corrected
Arawhata Road	<p>Incorrectly classified as a Neighbourhood Access Route, which is the lowest classification applied to local roads that do not serve a community connector route function.</p> <p>The plan change proposes to reclassify Arawhata Road to a Local Community Connector Route to in accordance with its role and function within the Transport Network Hierarchy.</p>
Tutanekai Street and Ventnor Drive	<p>A map drafting error in the notification of the Proposed District Plan in 2012 removed the 'notional road'¹¹ and 'Neighbourhood Access Route' status that previously applied to Ventnor Drive, and applied the 'Local Community Connector' classification.</p> <p>Conversely and at the same time, the 'Community Connector Route' classification of Tutanekai Street was removed and applied to Ventnor Drive, leaving Tutanekai Street with the 'Neighbourhood Access Route' classification.</p>

62. See the section 32 evaluation supporting PC-1D for more information (**Appendix 5**).

PC-1K (Electoral signage)

63. The need to amend rule SIGN-R2 was identified through District Plan implementation during the local body and national election processes. It became apparent that there was an inconsistency between the District Plan rule and the election signage sizes authorised under the Electoral Regulations, with the District Plan rule specifying a smaller election

¹¹ A 'notional road' is used to show a possible or intended route, but the actual road may never be created.

sign size than the regulations. This resulted in confusion and complications for electoral candidates in the lead up to and during elections.

64. PC-1K addresses this inconsistency by amending the size specification for election signs to align with the specifications in the Electoral Regulations. It is proposed to amend rule SIGN-R2 as follows (proposed amendments are shown in red):

SIGN-R2 Election signs (local body/ national) in all zones.	
Permitted Activity	<p>Standards</p> <ol style="list-style-type: none">1. The total area of election signage per person or party (whichever is the lesser) on an approved <i>subject site</i> or on private property must not exceed 23.0m². <p>Note: A list of approved <i>subject sites</i> is included in the Council's Candidate Information Handbook a copy of which is available from the Council's Service Centres or on the Council's website.</p> <ol style="list-style-type: none">2. Election signs must be single faced i.e. one display face only, not 'V' or other multi-faced signs.3. Election signs must not exceed 1.8 metres in height (above original ground level).4. Elections signs must meet the requirements of the Electoral (Advertisements of a Specified Kind) Regulations 2005.5. Election signs must only be erected and displayed during the period beginning 2 months before polling day and ending with the close of the day before polling day. <p>Note: This rule only applies outside the timeframes specified in Section 221B (1) of the Electoral Act 1993 and Regulation 4 of the Electoral (Advertisements of a Special Kind) Regulations 2005.</p>

65. See the section 32 evaluation supporting the public notification of PC-1K for full details in **Appendix 6**.

PC-1L (Rezoning of Council-owned sites)

66. To keep the District Plan up to date and ensure newly created open space areas can operate and function as intended by the District Plan provisions, the Council periodically reviews and updates the zone classification of Council-owned sites. Where subdivision occurs, this is often accompanied by the vesting of land in Council as reserve as a means of meeting the reserve contribution requirements of Financial Contributions section of the District Plan¹².
67. Land vested in Council as reserve through the completion of subdivisions has historically been identified by the District Planning team every few years, with zoning updates included in an 'omnibus' rezoning plan change to ensure the reserves are rezoned to the most appropriate open space zone/precinct. Plan Change 1L is the latest in the history of necessary 'tidy up' plan changes.
68. In addition to updating the zoning of Council-owned sites that have been vested in Council as reserve for open space purposes, the plan change also proposes to correct a zoning error – i.e. the rezoning the Jim Cooke Memorial Park toilet block/car park is to be rezoned from Natural Open Space Zone to Open Space Zone (Recreation Precinct).

¹² KCDC District Plan, Section FC-Financial Contributions:
<https://eplan.kapiticoast.govt.nz/eplan/rules/0/242/0/0/0/213>

69. Full details of the sites, including aerial images and location maps of the sites to be rezoned are included in Annex 1 of the section 32 evaluation (**Appendix 7**). However, by way of a summary, the Council-owned sites proposed to be rezoned under PC-1L are as follows:

	Site	Existing Zone	Proposed Zone
1	Albizia Grove Accessway	General Residential Zone	Open Space Zone (Local Parks Precinct)
2	Arawa Street Reserve	General Residential Zone	Open Space Zone (Local Parks Precinct)
3	Gardner Place Reserves	General Residential Zone	Open Space Zone (Local Parks Precinct)
4	Jim Cooke Memorial Park (toilet block/car park)	Natural Open Space Zone	Open Space Zone (Recreation Precinct)
5	Kereru Street Reserve	General Residential Zone	Natural Open Space Zone
6	Kotuku Reserve	General Residential Zone	Open Space Zone (Local Parks Precinct)
7	Maclean Park (public park area) - RECOMMENDED TO BE WITHDRAWN FROM PC-1L	Natural Open Space Zone	n/a RECOMMENDED TO BE WITHDRAWN FROM PC-1L
8	Matuhi Street Playground	General Residential Zone	Open Space Zone (Local Parks Precinct)
9	Matuhi Street Reserve	General Residential Zone	Open Space Zone (Local Parks Precinct)
10	Millhaven Place Reserve	General Residential Zone	Natural Open Space Zone
11	Mirek St Reserve	General Residential Zone	Open Space Zone (Local Parks Precinct)
12	104 Ngarara Road (formerly 104-110), Waikanae	General Residential Zone	Open Space Zone (Recreation Precinct)
13	Pateke Way connection with Kotuku Drive	General Residential Zone	Open Space Zone (Local Parks Precinct)
14	Seagrass Place Reserve	General Residential Zone	Natural Open Space Zone
15	Tui Crescent Reservoir	General Residential Zone	Open Space Zone (Local Parks Precinct)
16	Vallance Lane	General Residential Zone	Open Space Zone (Recreation Precinct)

70. See the section 32 evaluation supporting the public notification of PC-1L for full details in **Appendix 7**.

Public Notification

71. All three proposed plan changes were publicly notified for submissions on 14 July 2022. The submission period closed on 11 August 2022. Submissions received were as follows:

Plan Change	Submissions
PC-1D	1 submission
PC-1K	1 submission
PC-1L	3 ¹³ submissions

Notification of Summary of Decisions Requested by Submissions

72. A summary of decisions requested by submitters on all three plan changes was prepared and publicly notified for further submissions on 22 September 2022.
73. The further submissions period closed on 6 October 2022.
74. 14 further submissions were received on PC-1L. No further submissions were received on PC-1D or PC-1K.

Procedural Matters

75. As discussed in Section 2.0 above, the following procedural matters are relevant:
- (a) Transpower New Zealand formally withdrew its submission on PC-1L on 5 March 2024 (See **Appendix 12**). Therefore, this report contains no analysis or discussion of the withdrawn submission of Transpower New Zealand.
 - (b) The Council will first consider a recommendation to withdraw Maclean Park from the proposed rezoning of Council-owned site under PC-1L at its meeting on 4 July 2024. If that recommendation is approved, the submission and further submission points relating to that aspect of PC-1L will fall away and no further decision on them will be necessary. If that recommendation is not approved, the Council will need to (1) seek an extension to the two year timeframe for a decision on PC-1L as noted in paragraph 56 above, and (2) schedule a hearing of the submission and further submissions on that aspect of PC-1L relating to the zoning of Maclean Park. A further section 42A report would be prepared in that instance addressing the substance of those submissions. Accordingly, this report contains no detailed analysis or discussion of the matters raised in those submissions.

Consideration of Submissions

76. Due to the small number of submissions, each submission is considered separately below under a heading for each of the three plan changes. Submission-specific recommended decisions and reasons for each submission point are included in **Appendix 1**.

¹³ Submission S3: Transpower New Zealand was formally withdrawn on 5 March 2024.

Format for Consideration of Submissions and Report Format

77. The consideration of submissions has been undertaken in the following format:
- (i) Matters raised by submitters;
 - (ii) Assessment; and
 - (iii) Recommendations.
78. The final recommended amendments to the District Plan for each of the three plan changes are set out in **Appendices 2, 3, and 4**.

Format of Recommended Amendments

79. Recommended amendments to text under PC-1K (electoral signage) are shown in red text as follows:
- ~~deletion~~ addition
80. Recommended amendments to the road hierarchy notations on the District Plan maps under PC-1D are shown as the recommended classifications and notations. The existing road classifications are not shown.
81. Recommended zoning amendments to Council-owned sites under PC-1L as shown on the District Plan zone maps are shown as the recommended new zoning. The existing zoning of each site that is proposed to be changed via PC-1L is not shown.

PC-1D: Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive

Matters Raised by Submitters

82. Submission S1.1 - Waka Kotahi NZ Transport Agency supports the reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive as notified.
83. Submission S1.2 - Waka Kotahi NZ Transport Agency states that when the roading provisions are reviewed more fully in future, Waka Kotahi supports all councils in to align with the One Network Framework for classifying all roads, in the interests of national consistency and alignment with best practice.

Discussion

84. The submitter's support for PC-1D as notified is acknowledged.
85. The submitter's comments regarding a future review of the roading provisions do not link with any request to make amendments to the plan change as notified, and therefore are recommended to be **rejected**. However, it is considered that the Council would consult with Waka Kotahi NZ Transport Agency during the development of any potential future plan change to review the roading provisions.

Recommendations

86. I recommend that submission S1.1 – Waka Kotahi NZ Transport Agency be **accepted**.
87. I recommend that submission S1.2 – Waka Kotahi NZ Transport Agency be **rejected**.

PC-1K – Electoral Signage

Matters Raised by Submitters

88. Submission S1.1 – Waka Kotahi NZ Transport Agency made a neutral submission on PC-1K. The submission does not seek any specific decision on the plan change.

Discussion

89. The submitter's neutral stance on PC-1K and the fact the submitter does not request any specific decision is noted.

Recommendations

90. I recommend that submission S1.1 – Waka Kotahi NZ Transport Agency be **accepted** on the basis that no changes to PC-1K are requested.

PC-1L – Rezoning of Council-Owned Sites

Matters Raised by Submitters

91. Submission S1.1 – Waka Kotahi NZ Transport Agency supports PC-1L as notified, and in particular support the rezoning and development of those allotments that are able to provide greater urban connectivity to walking, cycling and other micromobility modes.
92. Submission S1.2 – Waka Kotahi NZ Transport Agency specifies the following specific allotments to be rezoned that are supported by the submitter:
- Gardner Place Reserve (Lot 103 P454507);
 - Jim Cooke Memorial Park;
 - Kereru Street Reserve;
 - Kotuku Reserve;
 - Matuhi Street Playground;
 - 104 Ngārara Road;
 - Pateke Way connection with Kotuku Drive;
 - Seagrass Place Reserve;
 - Tui Crescent Reserve; and
 - Vallance Lane.
93. Submission S2.1 – Fred John Davey and all further submitters opposed the inclusion of Maclean Park in the plan change and requested that it be removed from the plan change.

Discussion

94. The support provided by submission S1.1 and S1.2 – Waka Kotahi NZ Transport Agency for PC-1L as notified is acknowledged. Consequently, no amendments are recommended to the zoning of any of the Council-owned sites from the zones as notified.
95. The opposition by submission S2.1 – Fred John Davey to the inclusion of Maclean Park in the notified version of PC-1L would be addressed in full if the Council approves the recommendation to formally withdraw Maclean Park from the plan change pursuant to Clause 8D of the RMA.

Recommendations

96. I recommend that submissions S1.1 and S1.2 – Waka Kotahi NZ Transport Agency be **accepted**.

Closing Recommendations

97. Having considered all submissions and further submissions and reviewed the purpose of the RMA and all relevant statutory and non-statutory documents, I recommend that Plan Changes 1D, 1K and 1L be approved as set out in **Appendices 2, 3 and 4**.
98. For the reasons set out in the Section 32 evaluation reports as set out in Appendices 5, 6 and 7, I consider the proposed Plan Change 1D, 1K and 1L provisions will be the most appropriate method to:
- (a) Achieve the purpose of the RMA¹⁴; and
 - (b) Achieve the relevant objectives of the Operative District Plan, in respect to the proposed provisions.
99. I recommend that Council accept, accept in part, or reject all submissions (and associated further submissions) on Plan Changes 1D, 1K and 1L as outlined in **Appendix 13**.

¹⁴ Included to comply with section 32(1)(a), however there were no gaps or uncertainty identified within the objectives and policies of the District Plan, the RPS, or any other higher-level statutory planning documents that would require reference back to Part 2 of the RMA.

Appendices

Appendix 1 – Recommendations on All Submissions and Further Submissions

Notes:

1. The reasons and recommendations for each submission should be read in conjunction with the evaluation and discussion for each submission set out in s.42A report.
2. The plan changes and submissions are amalgamated into the table below, but each plan change and submissions are clearly delineated.
3. The RMA does not state what the Council's legal obligations are for making decisions on submissions and further submissions on a plan change that relate to provisions that the Council has formally withdrawn from a plan change under Clause 8D of Schedule 1 of the RMA. Therefore, for completeness, the submission and the associated further submissions that relate to the withdrawn component of PC-1L are included in the table below. The relevant submission and further submissions are recommended for rejection on the basis the component of PC-1L to which the submission and further submissions specifically relate is no longer part of the plan change, and therefore the Council cannot make a decision on the withdrawn part of the plan change.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
PC-1D - Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive				
S1: Waka Kotahi NZ Transport Agency				
S1.1	Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive.	Retain as notified	Accept	Support for the reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive is acknowledged.
S1.2	Not specified	When the roading provisions are reviewed more fully in future,	Reject	Support for the roading reclassification is acknowledged, however the submission point does

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
		Waka Kotahi supports all councils in to align with the One Network Framework for classifying all roads, in the interests of national consistency and alignment with best practice.		not request any specific changes to PC-1D provisions.
PC-1K – Electoral Signage				
S1: Waka Kotahi NZ Transport Agency				
S1.1	PC-1K in its entirety	No decision requested. The submitter is neutral on changing the maximum size of electoral signage from 2.0m ² to 3.0m ²	Accept in part	The submission is neutral and does not request any specific decision on PC-1K.
PC-1L – Council Site Rezoning				
S1: Waka Kotahi NZ Transport Agency				
S1.1	Not specified	Retain as notified	Accept	Support for the rezoning of the Council-owned allotments to Open Space as notified is acknowledged.
S1.2	Rezoning of the following sites are specifically noted and supported:	Retain as notified	Accept	Support for the specific rezonings is acknowledged. No amendments are recommended to the notified zoning of the sites under PC-1L.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
	<ul style="list-style-type: none"> • Gardner Place Reserve (Lot 103 P454507); • Jim Cooke Memorial Park; • Kereru Street Reserve; • Kotuku Reserve; • Matuhi Street Playground; • 104 Ngārara Road; • Pateke Way connection with Kotuku Drive; • Seagrass Place Reserve; • Tui Crescent Reserve; and • Vallance Lane. 			
S2: Frederick John Davey				

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
S2.1	Rezoning of Maclean Park to Open Space Zone (Recreation Precinct)	Delete Maclean Park from PC-1L	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS1 - Sharon Hunter		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS2 - Fred Davey		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS3 - Glen Cooper		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
		John Davey in its entirety. See further submission for specific comments.		If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS4 - Darren Hunter		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS5 - Karen Harkness		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS6 - Michael Wilson & Claire Holden		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
SUPPORTED BY: FS7 - Zena Knight		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS8 - Margaret Davey		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS9 - Dorethy Prince		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS10 - Neville Davey		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
		John Davey in its entirety. See further submission for specific comments.		If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS11 - R.J. Hayward		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS12 - Ping Huang		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.
SUPPORTED BY: FS13 - Ruth Wilkinson		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments
SUPPORTED BY: FS14 - Carl Webber		SUMMARISED REASONS FOR SUPPORT: Support submission S2: Frederick John Davey in its entirety. See further submission for specific comments.	N/A	Maclean Park is recommended to be formally withdrawn from PC-1L pursuant to Clause 8D of Schedule 1 of the RMA. If that occurs, the submission would fall away too and no decision would need to be made on it.

Appendix 2 – Final Recommended PC-1D: Reclassification of Arawhata Road,
Tutanekai Street, and Ventnor Drive

**Proposed Plan Change 1D – Reclassification of Arawhata
Road, Tutanekai Street, and Ventnor Drive**

The following text is provided for explanatory purposes only, and does not form part of Plan Change 1D.

Plan Change 1D proposes to amend the transport network hierarchy classification of the following streets on District Plan maps:

- Arawhata Road from Neighbourhood Access Route to Local Community Connector Route
- Tutanekai Street from Neighbourhood Access Route to Local Community Connector Route
- Ventnor Drive from Local Community Connector Route to Neighbourhood Access Route

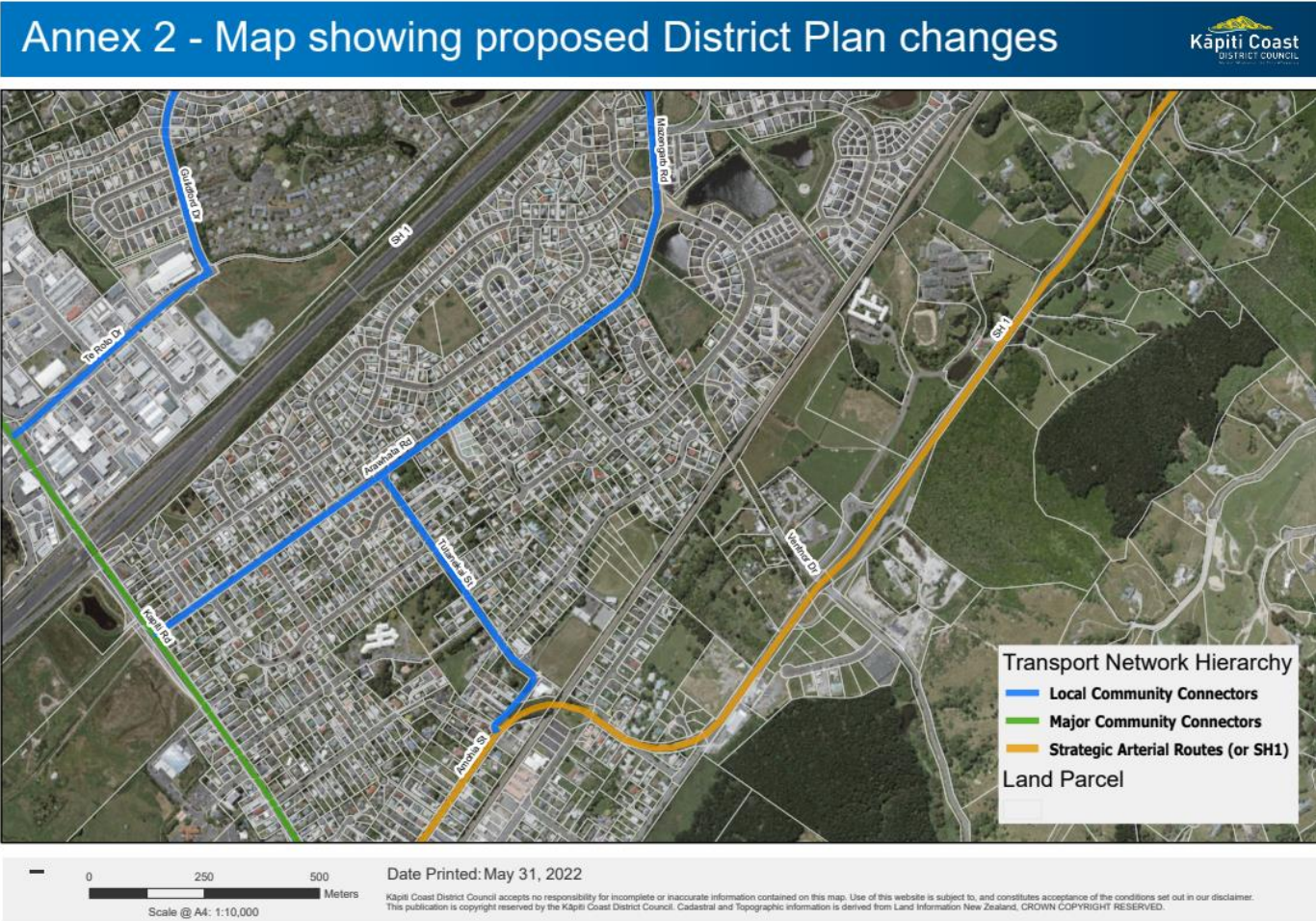
The current District Plan map is shown in Annex 1. Annex 2 shows the change proposed to the District Plan maps by Plan Change 1D.

For the avoidance of doubt, please note:

1. Neighbourhood Access Routes are not shown on the District Plan maps.
2. Plan Change 1D does not propose any changes to the District Plan's objectives, policies, or rules.

Amend the District Plan Maps as follows:





Appendix 3 – Final Recommended PC-1K: Electoral Signage

Text that is struck through and in red (~~example~~) is to be deleted from the District Plan

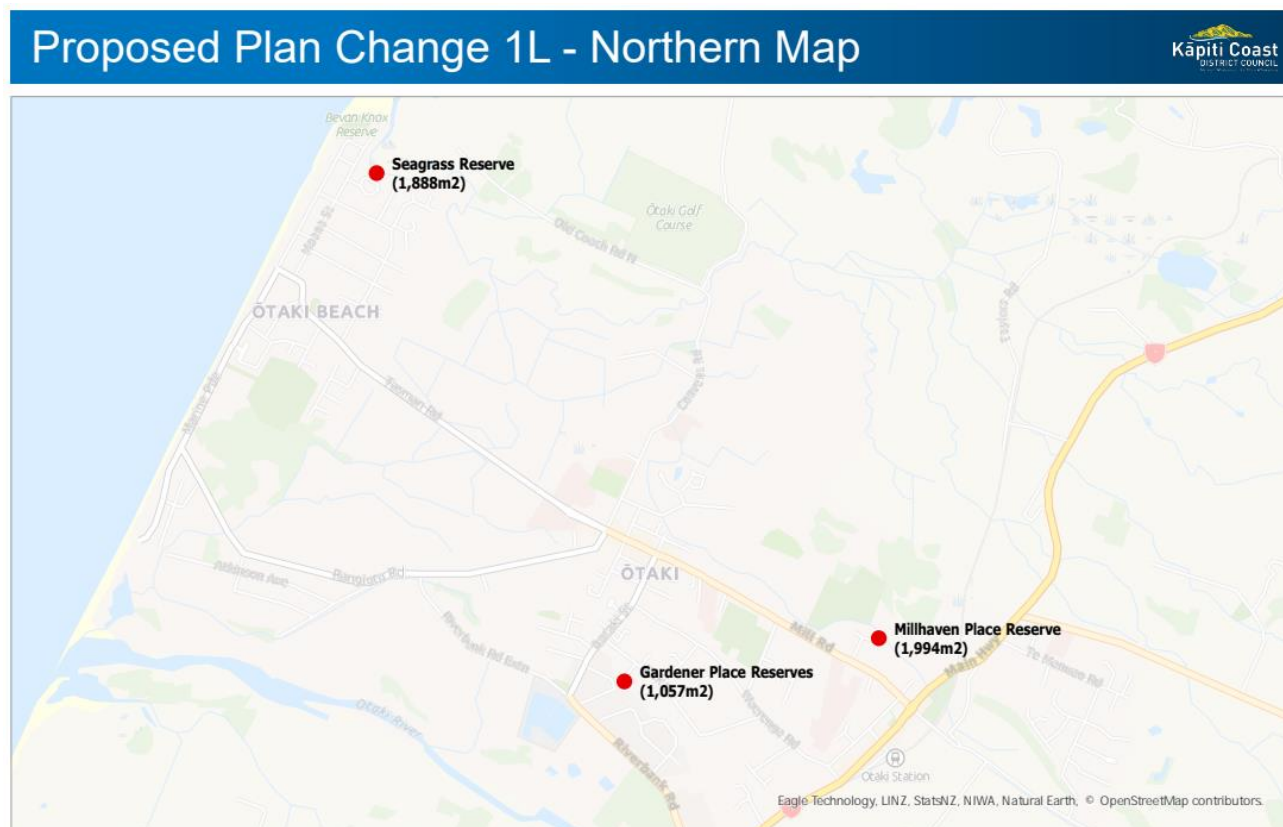
Text that is underlined and in red (example) is to be inserted into the District Plan

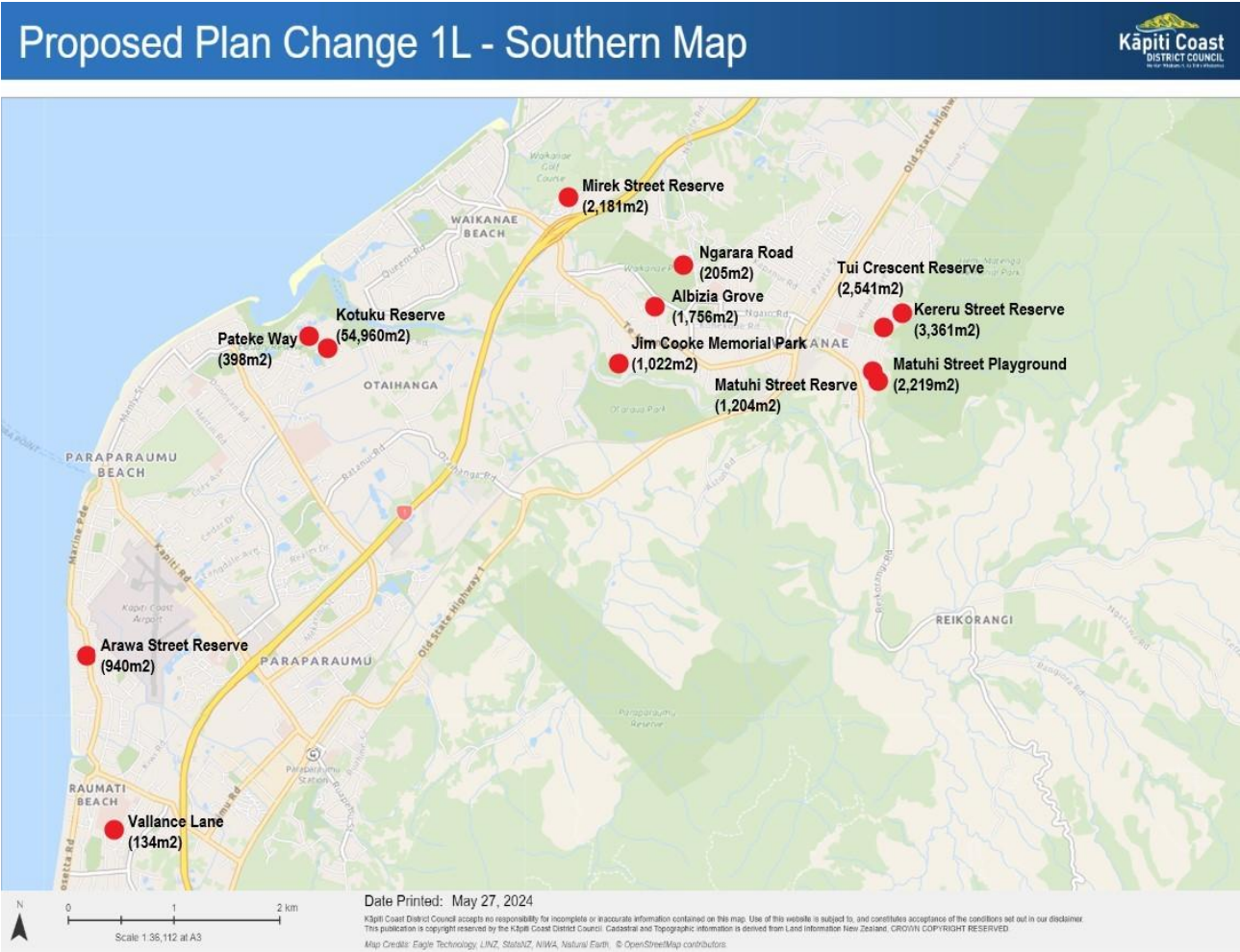
1. Amend permitted activity rule SIGN-R2 as follows:

SIGN-R2	Election <i>signs</i> (local body/ national) in all <i>zones</i> .
Permitted Activity	<p>Standards</p> <ol style="list-style-type: none">1. The total area of election signage per person or party (whichever is the lesser) on an approved <i>subject site</i> or on private property must not exceed 23.0m². <p>Note: A list of approved <i>subject sites</i> is included in the Council's Candidate Information Handbook a copy of which is available from the Council's Service Centres or on the Council's website.</p> <ol style="list-style-type: none">2. Election <i>signs</i> must be single faced i.e. one display face only, not 'V' or other multi-faced <i>signs</i>.3. Election <i>signs</i> must not exceed 1.8 metres in <i>height</i> (above <i>original ground level</i>).4. Elections <i>signs</i> must meet the requirements of the Electoral (Advertisements of a Specified Kind) Regulations 2005.5. Election <i>signs</i> must only be erected and displayed during the period beginning 2 months before polling day and ending with the close of the day before polling day. <p>Note: This rule only applies outside the timeframes specified in Section 221B (1) of the Electoral Act 1993 and Regulation 4 of the Electoral (Advertisements of a Special Kind) Regulations 2005.</p>

Appendix 4 – Final Recommended PC-1L: Council site rezonings

Note: The following location maps (x 2) are for explanatory purposes and do not form part of the plan change:

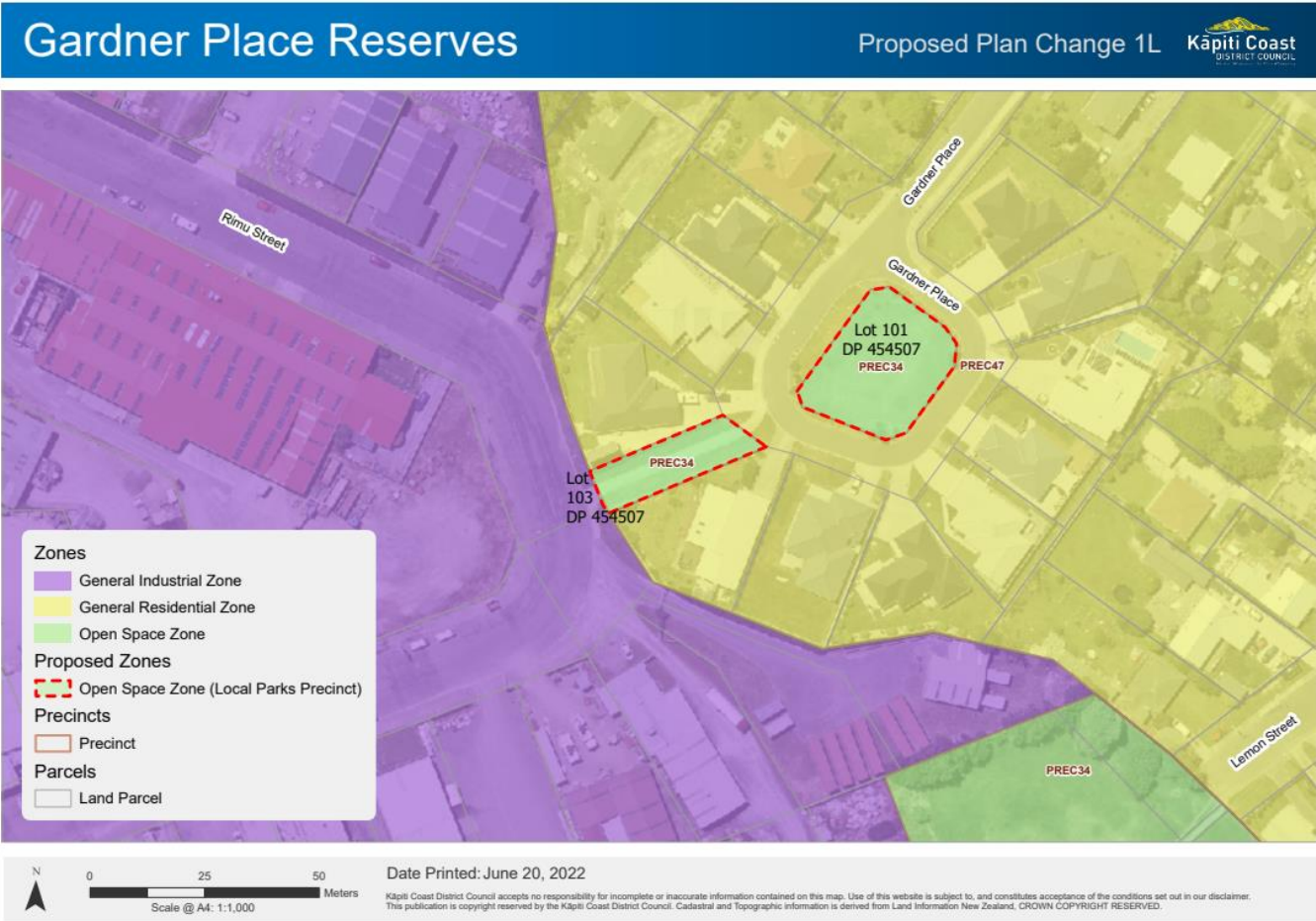


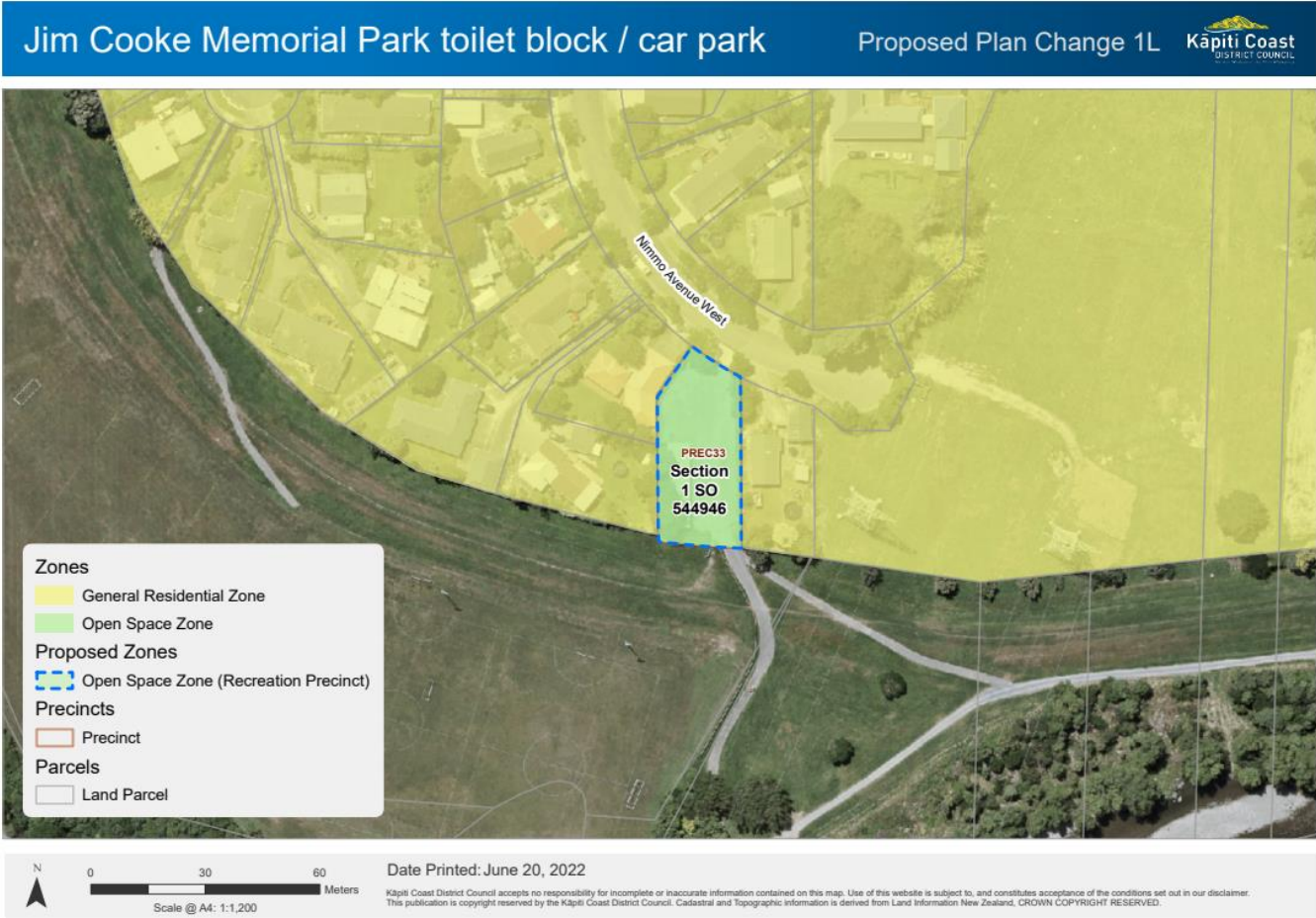


Amend the District Plan Maps as follows:

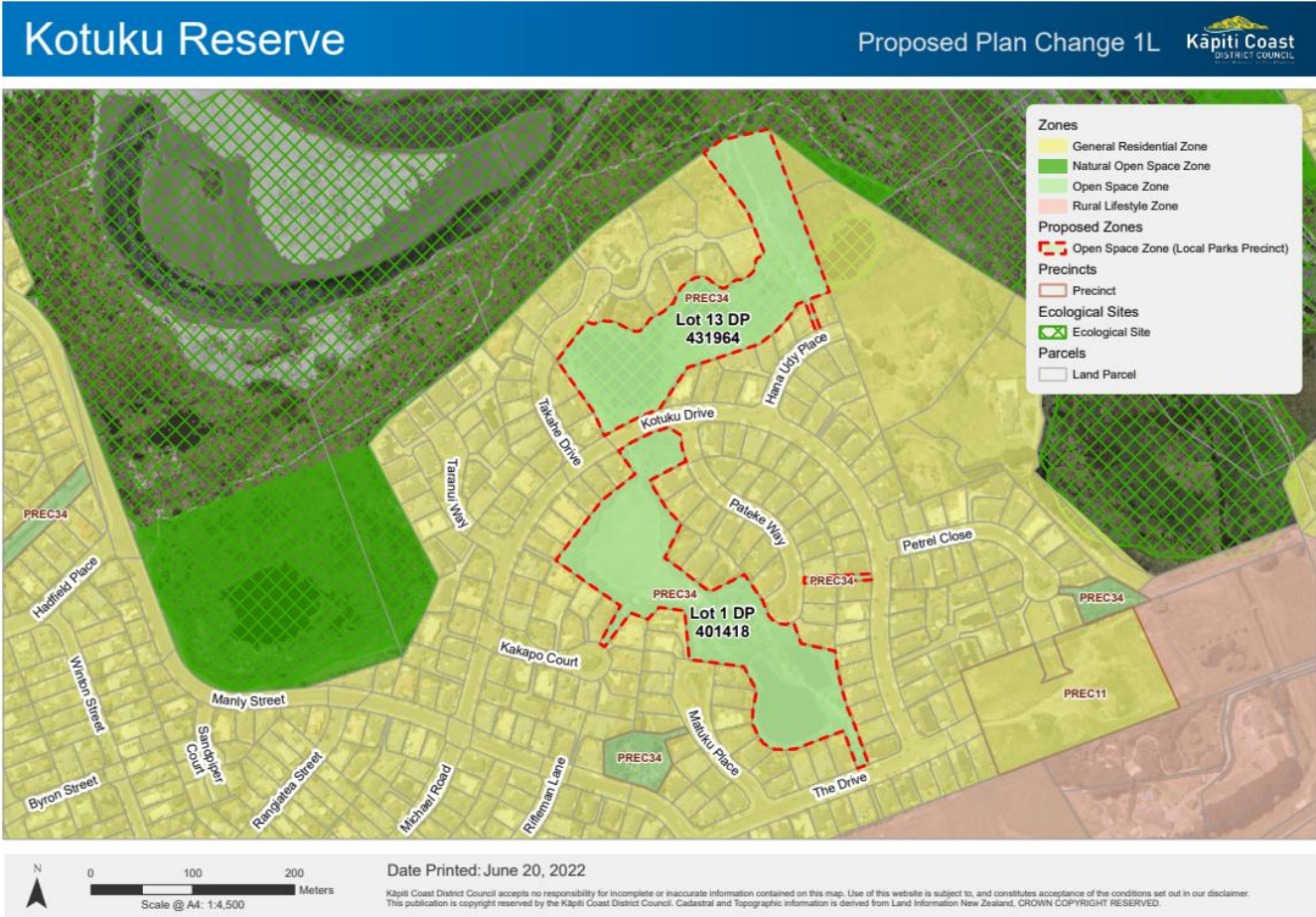










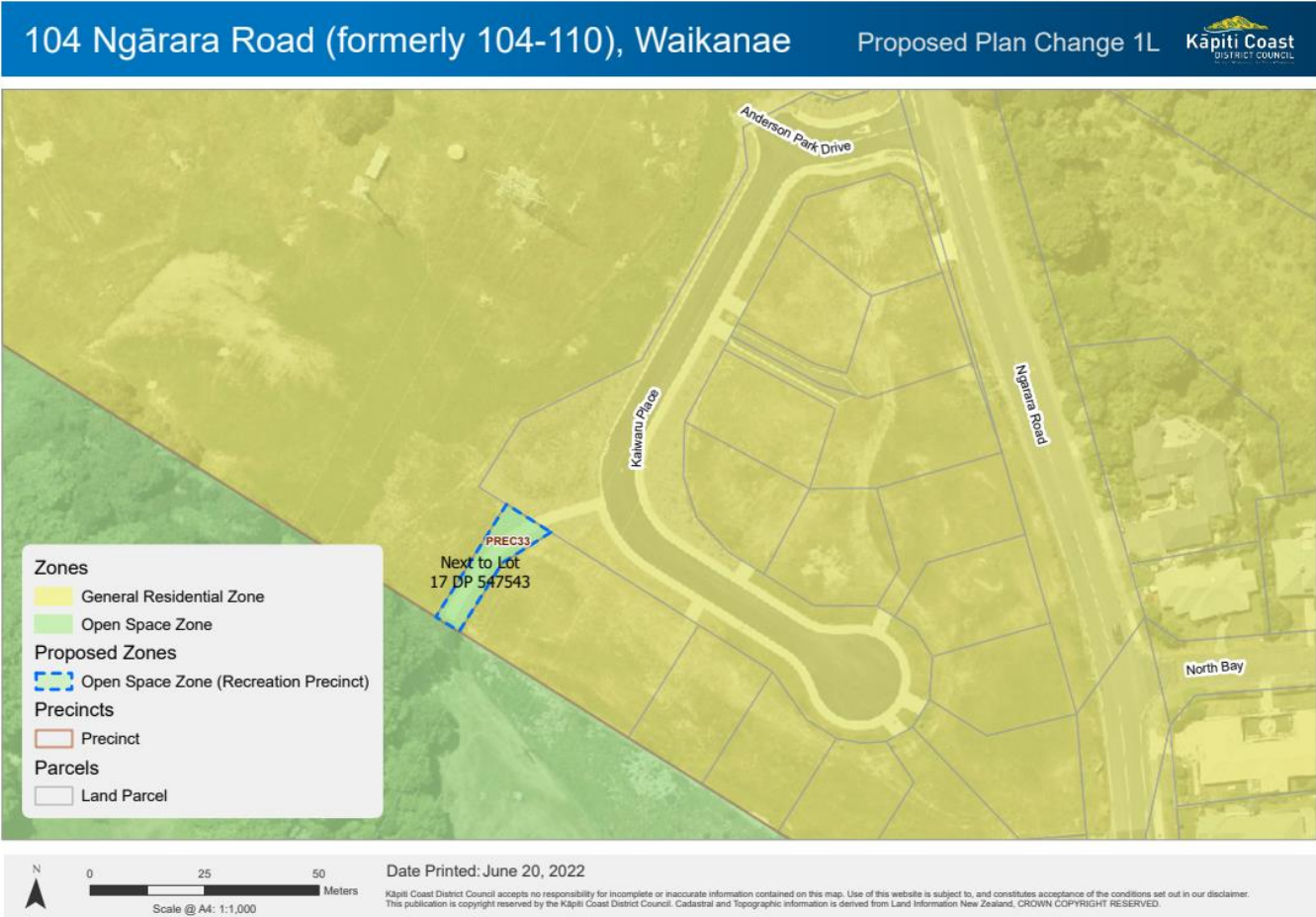


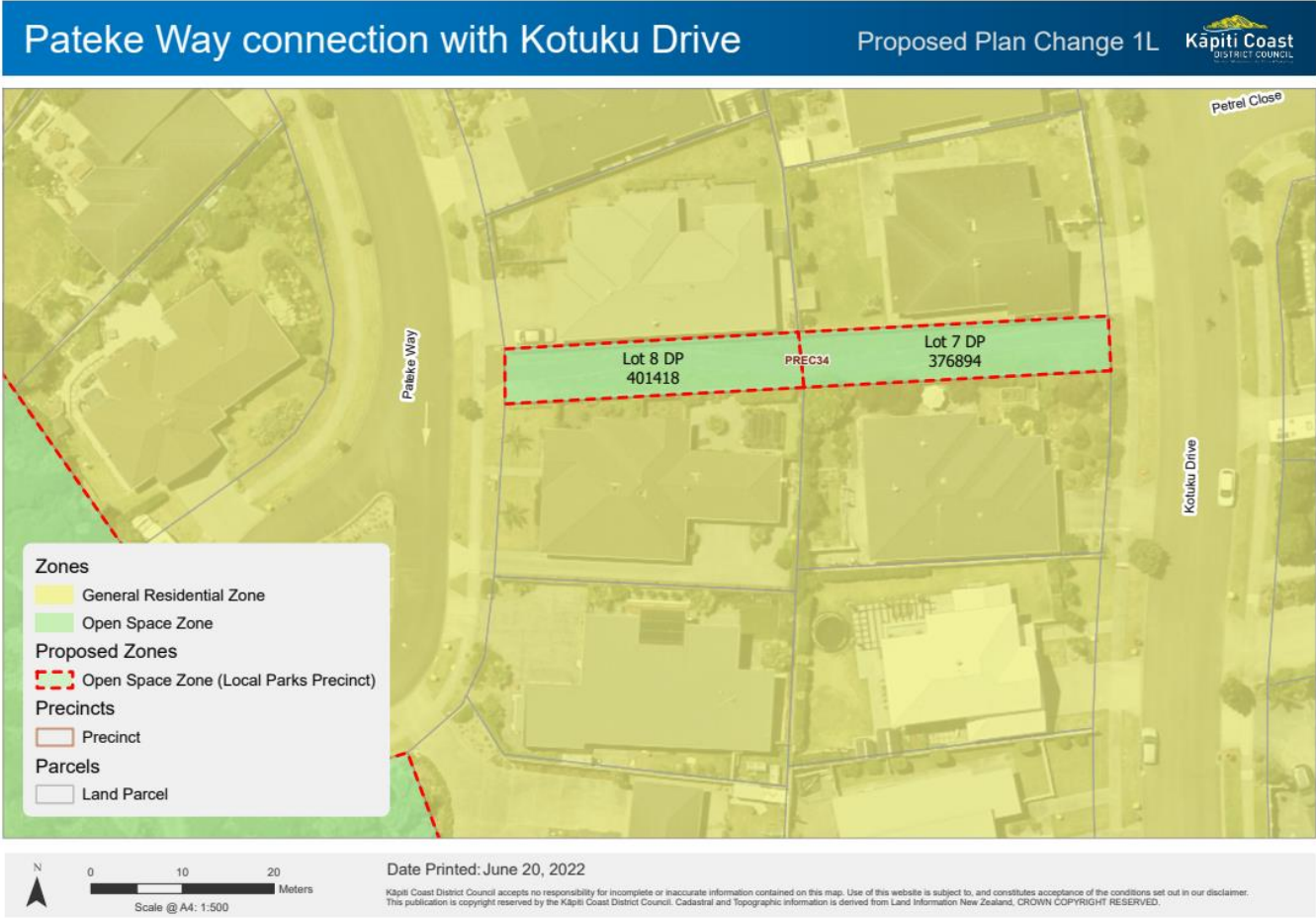


















Appendix 5 – Section 32 Evaluation Report: PC-1D – Reclassification of
Arawhata Road, Tutanekai Street, and Ventnor Drive

Please see here: <https://www.kapiticoast.govt.nz/media/1uhpyfam/section-32-evaluation-report-on-proposed-plan-change-1d.pdf>

Appendix 6 – Section 32 Evaluation Report: PC-1K – Electoral Signage

Please see here: <https://www.kapiticoast.govt.nz/media/g1dnnt5x/section-32-evaluation-report-on-proposed-plan-change-1k.pdf>

Appendix 7 – Section 32 Evaluation Report: PC-1L – Council Site Rezoning

Please see here: <https://www.kapiticoast.govt.nz/media/dgnmmpv0/section-32-evaluation-report-on-proposed-plan-change-1l.pdf>

Appendix 8 – Submissions on PC-1D: Reclassification of Arawhata Road,
Tutanekai Street, and Ventnor Drive

S1 – Waka Kotahi NZ Transport Agency:

www.nzta.govt.nz

Level 7, The Majestic Centre
100 Willis Street
PO Box 5084
Wellington 6011
New Zealand
T 64 4 894 5200
F 64 4 894 3305

www.nzta.govt.nz

Kāpiti Coast District Council
District Planning Team
Via email: District.Planning@kapiticoast.govt.nz

10 August 2022

Waka Kotahi NZ Transport Agency submission on KCDC Plan changes 1D, F, K & L

Tēnā koe,

Thank you for seeking Waka Kotahi NZ Transport Agency (Waka Kotahi) feedback for proposed plan changes 1D, 1F, 1K and 1L. This submission provides the position of Waka Kotahi in relation to all four plan changes (being 1D, F, K, & L).

Introductory Comments:

Waka Kotahi wishes to provide its position on the minor changes sought in the four plan changes. While the changes are small, they still have the potential to affect the ability of Waka Kotahi to operate, maintain, and improve the transport network, hence our formal response in this submission. The submission will also enable us to provide our perspective on submissions from other parties and ensure that the resulting provisions align with the Waka Kotahi strategic direction, and that Waka Kotahi delivers on the mandate from Central Government to promote best practice transport solutions across the country.

Waka Kotahi Statutory Functions, Powers and Responsibilities

1. Waka Kotahi statutory objective under the Land Transport Management Act 2003 (LTMA) is to undertake its functions in a way that contributes to an effective, efficient, and safe land transport system in the public interest.

2. Waka Kotahi must carry out its functions in a way that delivers the transport outcomes set by the Government which are provided in the Government Policy Statement on Land Transport 2020/21 (GPS).

3. In September 2020, the Minister of Transport released the GPS 2021, which took effect from 1 July 2021. It builds on the strategic direction set in the earlier GPS and has four strategic priorities.

- Safety
- Better travel options
- Improving freight connections
- Climate Change

4. To deliver on the outcomes set by the GPS, Waka Kotahi have developed several strategies. A summary below is provided of those strategies relevant to this plan change; Arataki and Toitū Te Taiao.

5. Arataki is the Waka Kotahi ten-year view on the step changes and actions needed to deliver long-term outcomes for the land transport system. It includes a national view as well as a regional view for the Greater Wellington region, which includes the following areas of focus. These are therefore relevant when considering this plan change:

The submission points below are listed in order of the four plan changes.

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 1



www.nzta.govt.nz

Level 7, The Majestic Centre
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PO Box 5084
Wellington 6011
New Zealand
T 64 4 894 5200
F 64 4 894 3305
www.nzta.govt.nz

The Waka Kotahi feedback for all four plan changes:

1. For the purposes of s74(3) of the Resource Management Act, Waka Kotahi would not gain an advantage in trade competition through this feedback.

Proposed plan change 1D

2. Waka Kotahi supports the reclassification of Arawhata Road, Tutanekei Street and Ventnor Drive as set out in the material provided.
3. Furthermore, when the roading provisions are reviewed more fully in future, Waka Kotahi supports all councils in to align with the One Network Framework for classifying all roads, in the interests of national consistency and alignment with best practice.

Proposed plan change 1F

4. Waka Kotahi supports the changes to the provisions regarding the modification of indigenous vegetation, as set out in the documentation.

Proposed plan change 1K

5. Waka Kotahi is neutral on the changing of the maximum size of electoral signage from 2.0m to 3.0m

Proposed plan change 1L

6. Waka Kotahi supports the rezoning to Open Space of the highlighted council-owned allotments, as shown in the Proposed Plan Change 1L planning maps.
7. In particular, Waka Kotahi supports the rezoning and development of those allotments that are able to provide greater urban connectivity to walking, cycling and other micromobility modes.
8. This includes Gardner Place Reserve (Lot 103 DP454507), Jim Cooke Memorial Park, Kereru Street Reserve, Kotuku Reserve, Matuhi Street Playground, 104 Ngārara Road, Pateke Way connection with Kotuku Drive, Seagrass Place Reserve, Tui Crescent Reserve, Vallance Lane,

Signature of person authorised to sign on behalf of Submitter:

Mike Scott
Principal Planner – Poutiaki Taiao | Environmental Planning
Waka Kotahi NZ Transport Agency
Environmentalplanning@nzta.govt.nz
Mike.scott@nzta.govt.nz

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 2

Appendix 9 – Submissions on PC-1K: Electoral Signage

S1 – Waka Kotahi NZ Transport Agency:

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Level 7, The Majestic Centre
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PO Box 5084
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Kāpiti Coast District Council
District Planning Team
Via email: District.Planning@kapiticoast.govt.nz

10 August 2022

Waka Kotahi NZ Transport Agency submission on KCDC Plan changes 1D, F, K & L

Tēnā koe,
Thank you for seeking Waka Kotahi NZ Transport Agency (Waka Kotahi) feedback for proposed plan changes 1D, 1F, 1K and 1L. This submission provides the position of Waka Kotahi in relation to all four plan changes (being 1D, F, K, & L).

Introductory Comments:

Waka Kotahi wishes to provide its position on the minor changes sought in the four plan changes. While the changes are small, they still have the potential to affect the ability of Waka Kotahi to operate, maintain, and improve the transport network, hence our formal response in this submission. The submission will also enable us to provide our perspective on submissions from other parties and ensure that the resulting provisions align with the Waka Kotahi strategic direction, and that Waka Kotahi delivers on the mandate from Central Government to promote best practice transport solutions across the country.

Waka Kotahi Statutory Functions, Powers and Responsibilities

1. Waka Kotahi statutory objective under the Land Transport Management Act 2003 (LTMA) is to undertake its functions in a way that contributes to an effective, efficient, and safe land transport system in the public interest.

2. Waka Kotahi must carry out its functions in a way that delivers the transport outcomes set by the Government which are provided in the Government Policy Statement on Land Transport 2020/21 (GPS).

3. In September 2020, the Minister of Transport released the GPS 2021, which took effect from 1 July 2021. It builds on the strategic direction set in the earlier GPS and has four strategic priorities.

- Safety
- Better travel options
- Improving freight connections
- Climate Change

4. To deliver on the outcomes set by the GPS, Waka Kotahi have developed several strategies. A summary below is provided of those strategies relevant to this plan change; Arataki and Toitū Te Taiao.

5. Arataki is the Waka Kotahi ten-year view on the step changes and actions needed to deliver long-term outcomes for the land transport system. It includes a national view as well as a regional view for the Greater Wellington region, which includes the following areas of focus. These are therefore relevant when considering this plan change:

The submission points below are listed in order of the four plan changes.

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 1



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The Waka Kotahi feedback for all four plan changes:

1. For the purposes of s74(3) of the Resource Management Act, Waka Kotahi would not gain an advantage in trade competition through this feedback.

Proposed plan change 1D

2. Waka Kotahi supports the reclassification of Arawhata Road, Tutanekei Street and Ventnor Drive as set out in the material provided.
3. Furthermore, when the roading provisions are reviewed more fully in future, Waka Kotahi supports all councils in to align with the One Network Framework for classifying all roads, in the interests of national consistency and alignment with best practice.

Proposed plan change 1F

4. Waka Kotahi supports the changes to the provisions regarding the modification of indigenous vegetation, as set out in the documentation.

Proposed plan change 1K

5. Waka Kotahi is neutral on the changing of the maximum size of electoral signage from 2.0m to 3.0m

Proposed plan change 1L

6. Waka Kotahi supports the rezoning to Open Space of the highlighted council-owned allotments, as shown in the Proposed Plan Change 1L planning maps.
7. In particular, Waka Kotahi supports the rezoning and development of those allotments that are able to provide greater urban connectivity to walking, cycling and other micromobility modes.
8. This includes Gardner Place Reserve (Lot 103 DP454507), Jim Cooke Memorial Park, Kereru Street Reserve, Kotuku Reserve, Matuhi Street Playground, 104 Ngārara Road, Pateke Way connection with Kotuku Drive, Seagrass Place Reserve, Tui Crescent Reserve, Vallance Lane,

Signature of person authorised to sign on behalf of Submitter:

Mike Scott
Principal Planner – Poutiaki Taiao | Environmental Planning
Waka Kotahi NZ Transport Agency
Environmentalplanning@nzta.govt.nz
Mike.scott@nzta.govt.nz

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 2

Appendix 10 – Submissions and Further Submissions on PC-1L: Council Site
Rezoning¹⁵

S1 – Waka Kotahi NZ Transport Agency:

www.nzta.govt.nz

Level 7, The Majestic Centre
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Kāpiti Coast District Council
District Planning Team
Via email: District.Planning@kapiticoast.govt.nz

10 August 2022

Waka Kotahi NZ Transport Agency submission on KCDC Plan changes 1D, F, K & L

Tēnā koe,

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- Safety
- Better travel options
- Improving freight connections
- Climate Change

4. To deliver on the outcomes set by the GPS, Waka Kotahi have developed several strategies. A summary below is provided of those strategies relevant to this plan change; Arataki and Toitū Te Taiao.

5. Arataki is the Waka Kotahi ten-year view on the step changes and actions needed to deliver long-term outcomes for the land transport system. It includes a national view as well as a regional view for the Greater Wellington region, which includes the following areas of focus. These are therefore relevant when considering this plan change:

The submission points below are listed in order of the four plan changes.

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 1

¹⁵ Excludes the submission from Transpower which was formally withdrawn on 5 March 2024.



www.nzta.govt.nz

Level 7, The Majestic Centre
100 Willis Street
PO Box 5084
Wellington 6011
New Zealand
T 64 4 894 5200
F 64 4 894 3305
www.nzta.govt.nz

The Waka Kotahi feedback for all four plan changes:

1. For the purposes of s74(3) of the Resource Management Act, Waka Kotahi would not gain an advantage in trade competition through this feedback.

Proposed plan change 1D

2. Waka Kotahi supports the reclassification of Arawhata Road, Tutanekei Street and Ventnor Drive as set out in the material provided.
3. Furthermore, when the roading provisions are reviewed more fully in future, Waka Kotahi supports all councils in to align with the One Network Framework for classifying all roads, in the interests of national consistency and alignment with best practice.

Proposed plan change 1F

4. Waka Kotahi supports the changes to the provisions regarding the modification of indigenous vegetation, as set out in the documentation.

Proposed plan change 1K

5. Waka Kotahi is neutral on the changing of the maximum size of electoral signage from 2.0m to 3.0m

Proposed plan change 1L

6. Waka Kotahi supports the rezoning to Open Space of the highlighted council-owned allotments, as shown in the Proposed Plan Change 1L planning maps.
7. In particular, Waka Kotahi supports the rezoning and development of those allotments that are able to provide greater urban connectivity to walking, cycling and other micromobility modes.
8. This includes Gardner Place Reserve (Lot 103 DP454507), Jim Cooke Memorial Park, Kereru Street Reserve, Kotuku Reserve, Matuhi Street Playground, 104 Ngārara Road, Pateke Way connection with Kotuku Drive, Seagrass Place Reserve, Tui Crescent Reserve, Vallance Lane,

Signature of person authorised to sign on behalf of Submitter:

Mike Scott
Principal Planner – Poutiaki Taiao | Environmental Planning
Waka Kotahi NZ Transport Agency
Environmentalplanning@nzta.govt.nz
Mike.scott@nzta.govt.nz

Waka Kotahi NZ TRANSPORT AGENCY

Waka Kotahi NZ Transport Agency submission on KCDC
Plan changes 1D, F, K & L // 2

S2 – Frederick John Davey:

Resource Management (Forms, Fees, and Procedure) Regulations 2003

Form 5

Submission on notified proposal for plan change

Clause 6 of Schedule 1, Resource Management Act 1991

To: Kāpiti Coast District Council

Name of submitter: Frederick John Davey

[full name]

This is a submission on the following change proposed to the Operative Kapiti Coast District Plan 2021 (the proposal): 1L

[name of plan change]

Trade Competition

[*Delete entire paragraph if you could not gain an advantage in trade competition through this submission]

[**Select one]

The specific provisions of the proposal that my submission relates to are: [give details]

Maclean Park, Paraparaumu Beach (the public park area of Maclean Park). It is proposed to rezone this area from Natural Open Space Zone to Open Space Zone (Recreation Precinct) to better reflect the park's active and passive recreation'2 use.

My submission is: [include whether you support or oppose the specific provisions or wish to have them amended; and reasons for your views]

I strongly oppose the plan to rezone this area (Maclean Park or part thereof) from Natural Open Space Zone to Open Space Zone (Recreation Precinct). This part of the proposal should be deleted.

Maclean Park is the sole coastal park between northern Waikanae and southern Raumati South. It is narrow and contiguous with the coastal dune area, and both should be considered a Natural Open Space Zone to limit further building and "development" in the park. This proposed change sounds like it originated from Council Officers associated with the Gateway project who are not sympathetic to the limited building coverage possible under the Natural Open Space Zone designation, as they appear to want more and larger buildings. There is already too much artificial impact on the park – again from Council Officers under the putative Maclean Park Refresh, where large areas of concrete have been laid in the past couple of years and a rather ugly BBQ building constructed. Under Open Space Zoning, Maclean Park would/could become another "Luna Park".

Under Objective: -Coastal Environment: DO_04 4. public access to and along the coast to facilitate active and passive recreational use is maintained and enhanced while managing inappropriate vehicle access; and 5. Inappropriate development does not result in further loss of coastal dunes in the area mapped as the coastal environment. Objective DO-04 is relevant but does **NOT** support that the relatively large area of Maclean Park is rezoned as Open Space Zone

(Recreation Precinct). It can **equally (or more so)** support that Maclean Park stays as a Natural Open Space to reduce over-development and associated spill over or drift into the sensitive coastal dunes

The narrative associated with the proposed rezoning, prepared by Council Officers, is strongly biased towards their view (if one takes the time to plough through large amount of verbiage).

The two "reasonably practicable" options are disingenuous to say the least. Option 2 with the exclusion of Maclean Park sounds reasonable.

Final comment – the map for Maclean Park seems strange – please check and recirculate

I seek the following decision from the Kāpiti Coast District Council: *[give precise details]*

That Maclean Park is removed from the proposed District Plan Change 1L

Hearing Submissions

I do not wish* to be heard in support of my submission. *[*Select one]*

If others make a similar submission, I will consider presenting a joint case with them at a hearing.
*[*Select one]*

Signature of submitter (or person authorised to sign on behalf of submitter)

(A signature is not required if you make your submission by electronic means)

Date: 11 August 2022

Contact Details

Electronic address for service of submitter: fdavey@actrix.co.nz

Telephone: 021 595564

Postal address (or alternative method of service under section 352 of the Resource Management Act 1991): 3 Gol Road, Paraparaumu Beach, Paraparaumu 5032

Contact person: F J Davey

[name and designation, if applicable]

Note to person making submission

If you are a person who could gain an advantage in trade competition through the submission, your right to make a submission may be limited by clause 6(4) of Part 1 of Schedule 1 of the Resource Management Act 1991. Please note that your submission (or part of your submission) may be struck out if the authority is satisfied that at least one of the following applies to the submission (or part of the submission): • it is frivolous or vexatious: • it discloses no reasonable or relevant case: • it would be an abuse of the hearing process to allow the submission (or the part) to be taken further: • it contains offensive language: • it is supported only by material that purports to be independent expert evidence, but has been prepared by a person who is not independent or who does not have sufficient specialised knowledge or skill to give expert advice on the matter.

Further Submissions on PC-1L:

Please see the PC-1L webpage on the following link to view all further submissions on PC-1L. All further submissions support the submission S2 – Frederick John Davey:
<https://www.kapiticoast.govt.nz/council/forms-documents/district-plan/closed-for-further-submissions/proposed-plan-change-1/>

Appendix 11 – Waka Kotahi NZ Transport Agency Withdrawal of Request to be Heard

From: Luke Braithwaite <luke.braithwaite@wta.nzta.govt.nz>
Sent: Friday, February 9, 2024 11:39 AM
To: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>; Kathryn Millar-Coote <Kathryn.Millar-Coote@nzta.govt.nz>
Subject: Confirmation of intent to be heard: Kapiti Coast District Plan Changes

Kia ora Aastha,

Mike Scott has since left the NZ Transport Agency Waka Kotahi (NZTA), so I have been asked to respond on behalf of NZTA.

I have reviewed the submission on Proposed Plan Changes 1D, 1F, 1K and 1L and the other party submissions, and I can confirm that NZTA does not seek to be heard in support of our submission.

Please let me know if you need anything further from NZTA at this point in time.

Ngā mihi,

Luke Braithwaite (he/him) BEP, DIPVAL

Senior Planner - Poutiaki Taiao (Environmental Planning)
Environmental Planning | Transport Services

Email: luke.braithwaite@nzta.govt.nz
Phone: 04 978 2643

Waka Kotahi NZ Transport Agency
Tauranga, Level 3, Harrington House, 32 Harrington Street
PO Box 13055, Tauranga Central, Tauranga 3141, New Zealand



Appendix 12 – Transpower New Zealand Ltd Notice of Withdrawal of Submission
on PC-1L



31 Giberthorpes Road, Islington 8042
PO Box 21154, Edgware, Christchurch 8143
New Zealand
P +64 3 590 7600
F +64 3 338 1290
www.transpower.co.nz

5 March 2024

Kāpiti Coast District Council

Proposed Change 1L to the Kāpiti Coast District Plan ("Proposed Change 1L")

Attention: Aastha Shrestha

Sent by email: Aastha.Shrestha@kapiticoast.govt.nz

Dear Aastha,

Transpower New Zealand Limited: Formal Notice of Withdrawal of Submission on Plan Change 1L to Kāpiti Coast District Plan ('Plan Change 1L')

Transpower writes to advise that it wishes to withdraw its submission on Plan Change 1L to the Kāpiti Coast District Plan (Council submission reference S2). As a consequence, Transpower also withdraws its wish to be heard at any hearing. No further submissions were lodged on Transpower's original submission.

In the context of land use change, Transpower is interested in how effects on National Grid infrastructure are managed, to ensure that Policies 10 and 11 of the National Policy Statement on Electricity Transmission 2008 (NPSET) are given effect. The Operative Kāpiti District Plan 2021 includes objectives, policies and rules that manage land use, development and subdivision within a National Grid buffer corridor (INF-MENU-R27 – R39). These provisions are applicable within any zone (including the Open Space Zone). While National Grid infrastructure traverses land to be rezoned, the Section 32 Evaluation Report on Plan Change 1L clearly addresses the NPSET and states that there would be no changes to the wording of objectives, policies or rules of the District Plan.

As such, Transpower has no concerns with Plan Change 1L because the National Grid corridor provisions will continue to apply regardless of the zoning.

If you have any further queries, please do not hesitate to contact Transpower at environment.policy@transpower.co.nz

Yours faithfully,

John Sutherland
Environmental Planner

TRANSPOWER NZ LTD

Transpower New Zealand Ltd [The National Grid](http://www.transpower.co.nz)

Page | 1

Kapiti Coast District Council

**Proposed Plan Change 1F to the Kapiti Coast District Plan 2021 -
Modification of Indigenous Vegetation and Update to Key Indigenous Tree
Species List**

**Section 42A Report – Recommendations on Decisions Requested
by Submitters**

Prepared by: Matthew Muspratt, Consultant Planner
Date: 13 June 2024

Table of Contents

Executive Summary.....	4
Introduction	4
Author.....	5
Key Issues in Contention	7
Statutory Considerations	7
Section 32 RMA	7
Proposed RPS Change 1	8
National Policy Statement on Indigenous Biodiversity 2023 (NPS-IB)	13
Te hau mārohi ki anamata - Towards a productive, sustainable and inclusive economy: Aotearoa New Zealand's first emissions reduction plan 2022	16
Urutau, ka taurikura: Kia tū pakari a Aotearoa i ngā huringa āhuarangi - Adapt and thrive: Building a climate-resilient New Zealand – New Zealand's first national adaptation plan ...	16
Section 32AA RMA	16
Scope.....	17
Legal Effect.....	17
Trade Competition	17
Background to Plan Change 1F.....	17
Resource Management Issue Identification	17
Public Notification	18
Notification of Summary of Decisions Requested by Submissions.....	18
Procedural Matters	18
Consideration of Submissions.....	18
Format for Consideration of Submissions	18
Format of Proposed and Recommended Amendments	18
Report Structure	19
Rule ECO-R6 – Restricted Discretionary Activity standard 1.b(i).	19
Matters Raised by Submitters.....	19
Discussion	19
Recommendations	21
Section 32AA Evaluation	21
ECO-R6 – Activity Status.....	22
Matters Raised by Submitters.....	22
Discussion	23

Recommendations	25
Section 32AA Evaluation	25
ECO-Table 1	26
Matters Raised by Submitters.....	26
Discussion	26
Recommendations	26
All of PC-1F.....	26
Matters Raised by Submitters.....	26
Discussion	26
Recommendations	26
Appendices	27
Appendix 1 - Recommendations on Submissions.....	27
Appendix 2 – Recommended Amendments to PC-1F	30
Appendix 3 – Section 32 Evaluation Report.....	33
Appendix 4 – Ecology Report prepared by Dr Dijkgraaf	34
Appendix 5 - Submissions	35
Appendix 6 – Confirmation of Forest & Bird withdrawal to be heard	36

Executive Summary

1. This report is prepared pursuant to section 42A of the Resource Management Act 1991 (RMA) to consider and make recommendations on the decisions requested by submitters on Proposed Plan Change 1F to the Kapiti Coast District Plan 2022 (the District Plan) - Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List.
2. Plan Change 1F proposes to make amendments to the District Plan to:
 - (a) Amend controlled activity rule ECO-R6, which manages modification of indigenous vegetation in particular circumstances; and
 - (b) Amend the list of key indigenous tree species (ECO-Table 1), to specifically recognise coastal kānuka.
3. There were three submissions received on the proposed plan change. No further submissions were received. The submissions are included as **Appendix 5** to this report.
4. Having considered all the submissions, reviewed the ecological evidence supporting the plan change, and considered all relevant statutory and non-statutory planning documents, I recommend that Proposed Plan Change 1F be amended as set out in **Appendix 2** to this report.
5. I recommend that all submissions be accepted, accepted in part, or rejected for the reasons set out in this report and within **Appendix 1**.

Introduction

6. This report and appendices form the planning advice and recommendations to Council on all submissions, the key matters outstanding, and the recommended amendments to PC-1F provisions.
7. Due to the small number of submissions received, this report describes and evaluates each of the submissions in detail before making recommendations.
8. The analysis and discussion of matters raised in the submissions is informed by:
 - (a) The independent ecology advice provided by Dr Astrid Dijkgraaf, Principal Ecologist and Director of Astrid.Ecology (**Appendix 4**).
 - (b) The section 32 evaluation report that supported the notification of PC-1F (**Appendix 3**).
 - (c) Research and evaluation of planning matters carried out by the s.42A report author.
 - (d) The relevant higher-level statutory planning documents and legal context including:
 - (i) The RMA;
 - (ii) The Regional Policy Statement for the Wellington Region 2013 (RPS);
 - (iii) Proposed Regional Policy Statement Change 1 to the Wellington Region (Proposed RPS Change 1);
 - (iv) The New Zealand Coastal Policy Statement 2010 (NZCPS); and
 - (v) The National Policy Statement for Indigenous Biodiversity 2023.
9. This report is provided to assist the Council in their role as decision maker on the matters raised in submissions, and the final PC-1F provisions. The evaluation and recommendations contained in this report are the author's professional opinion based on their experience as a professional planner.

10. The qualifications and experience of the report author is set out below.

Author

11. My name is Matthew James Muspratt. I hold a Bachelor of Resource and Environmental Planning (Hons) from Massey University (2003). I am an independent planner with 21 years' experience working as a policy planner and resource consents planner for territorial local authorities in New Zealand and the United Kingdom.
12. I am an accredited independent hearings commissioner, having obtained accreditation under the Making Good Decisions Programme in 2017. I am a member of the Resource Management Law Association of New Zealand.
13. My experience has been primarily as a policy planner and resource consents planner within city and district councils; however, my experience over the past two years is as a private planning consultant offering resource management policy, resource consenting, and independent RMA hearing commissioner services to local authorities.
14. My experience includes, amongst other matters:
- (a) The preparation of district plan provisions addressing a range of resource management issues including, but not limited to:
 - i. An independent planning expert for the preparation of provisions, the section 32 evaluation and section 42A planning evidence report for the Upper Hutt City Council's mandatory Intensification Planning Instrument pursuant to section 80E of the RMA.
 - ii. Rezoning of land for residential, industrial, and commercial use and development including the processing of council-initiated and private district plan changes;
 - iii. The identification and protection of significant indigenous vegetation and significant habitats of indigenous fauna in accordance with section 6(c) of the RMA including:
 - 1) Kapiti Coast District Council (KCDC) Plan Change 55A – Ecological Sites - section 42A report preparation, planning evidence for the hearing, and mediation of appeals;
 - 2) technical review of all 42A reports and recommendations for the KCDC Proposed District Plan review, including the section 42A report for the Ecosystems and Indigenous Biodiversity chapter (within the scope of submissions);
 - 3) Porirua City District Plan review – affected property owner consultation on draft district plan provisions to identify and protect section 6(c) RMA significant indigenous vegetation and habitats;
 - iv. The identification and protection of historic heritage pursuant to section 6(f) of the RMA;
 - v. Natural hazard planning including flood hazards and the development of district plan provisions to manage seismic hazards;
 - vi. The incorporation of structure plans into district plans;
 - (b) Strategic housing land availability and capacity assessments;

- (c) Environment Court assisted mediation and appeal management on district plan reviews and plan changes.
 - (d) The preparation of applications to the Environment Court pursuant to section 86D of the RMA to give district plan provisions immediate legal effect from the date of public notification;
 - (e) The processing of publicly notified, limited notified and non-notified notices of requirement, residential and rural subdivision consents, and land use consents;
 - (f) My planning roles have included but are not limited to the following:
 - (g) Independent Principal Planning Consultant and Hearings Commissioner, Muspratt Consulting Ltd (current).
 - (h) Principal Policy Planner, and Senior Resource Consents Planner, Kapiti Coast District Council.
 - (i) Senior Policy Analyst, Porirua City Council.
 - (j) Senior Policy Planner, London Borough of Newham.
15. I have been engaged by Kapiti Coast District Council to assist with the processing of Plan Change 1F. My role has comprised:
- (a) Assisting in the procurement of independent ecological advice that supports Proposed Plan Change 1F;
 - (b) Drafting of amendments to the provisions;
 - (c) Preparation of the section 32 evaluation;
 - (d) The consideration of submissions and making amendments to the provisions in response to matters raised in submissions; and
 - (e) The preparation of this section 42A report including making recommendations on submissions and final PC-1F provisions.
16. My role in preparing this report is that of an expert policy planner.
17. Although this is a plan change process, I have read the Code of Conduct for Expert Witnesses contained in the Practice Note issued by the Environment Court January 2023. I have complied with the Code when preparing this section 42A report and I agree to comply with it if required to give any oral or additional written evidence or advice.
18. The scope of my evidence relates to the resource management planning implications of the proposed amendments to the District Plan under Proposed Plan Change 1F. I confirm that the issues addressed in this statement of evidence are within my area of expertise and experience as an expert policy planner. I state where my professional opinion relies upon the ecology advice prepared by Dr Astrid Dijkgraaf.
19. Any data, information, facts, and assumptions I have considered or made in forming my opinions are set out in the part of the section 42A report in which I express my opinions. Where I set out opinions in this report, I provide reasons for those opinions.
20. I have not omitted to consider material facts known to me that might alter or detract from the opinions expressed in this report.

Key Issues in Contention

21. The matters of contention addressed in this report are:
- (a) The activity status of rule ECO-R6 – Controlled Activity versus Restricted Discretionary Activity.
 - (b) Whether rule ECO-R6 should include a standard that enables the removal of significant protected trees if they risk significantly damaging surrounding protected vegetation.
 - (c) Whether Schedule 3 of the District Plan, which specifically lists rare and threatened vegetation, should be amended to include additional rare and threatened vegetation.

Statutory Considerations

Section 32 RMA

22. The section 32 evaluation prepared to support the plan change includes the identification of all relevant statutory considerations that applied at the time of public notification of PC-1F.
23. Since public notification of PC-1F on 14 July 2022, there have been two relevant changes to the statutory considerations for the plan change comprising:
- a. On 19 August 2022, Greater Wellington Regional Council (GWRC) notified Proposed Change 1 to the Regional Policy Statement. The proposed change includes provisions relevant to the identification and protection of significant indigenous vegetation and significant habitats of indigenous fauna that are intended to give effect to the National Policy Statement for Indigenous Biodiversity 2023 (NPS-IB)¹.
 - b. On 4 August 2023, the NPS-IB came into effect, 28 days following notification in the New Zealand Gazette on 7 July 2023.
24. In accordance with section 74(2)(a)(ii) of the RMA, when changing the District Plan, the Council must have regard to a proposed regional policy statement. The term *have regard to* means that the Council needs to give genuine attention and thought to the matter, but it is not necessary that the matter is accepted².
25. This means that material consideration of Proposed RPS Change 1 is required, but there is no requirement to *give effect to* the proposed RPS Change 1 in PC-1F. This reflects the relatively early stage of proposed RPS Change 1, with hearings on submissions still being carried out at the time of preparing this report, and the resulting uncertainty on the final form and content of the proposed RPS change provisions.
26. I provide an overview of the relevant provisions of Proposed RPS Change 1 below and demonstrate how regard has been had to them.
27. In accordance with section 74(1)(ea) of the RMA, the Council must change the District Plan in accordance with a national policy statement. Section 75(3)(a) of the RMA requires the District Plan to *give effect to* any national policy statement. The NPS-IB specifies timeframes that the

¹ The NPS-IB was a draft when RPS Change 1 was publicly notified and was not gazetted in its final form until approximately 12 months following the notification of Proposed RPS Change 1.

² *Taggart Earthmoving Ltd v Heritage New Zealand Pouhere Taonga* [2016] NZEnvC 123 at [51] - [52].

Council must meet when giving effect to the various tasks set out in the NPS. This plan change does not intend to give effect to any of the mandatory tasks set out by the NPS-IB. However, the NPS-IB objective and policy direction are relevant to the plan change and have been considered below.

28. This report adds to the statutory evaluation within the section 32 evaluation to demonstrate the requirements of section 74(2)(d) and (e) are met. Having regard to any emissions reduction plan made in accordance with section 5ZI of the Climate Change Response Act 2002, and any national adaptation plan made in accordance with section 5ZS of the Climate Change Response Act 2002 are not a requirement of section 75 of the RMA, but is listed in section 74 as a matter the Council must have regard to when changing the district plan.

Proposed RPS Change 1

What does Proposed RPS Change 1 address?

29. Greater Wellington Regional Council describes the focus of Proposed Change 1 to the RPS³ as being to implement and support the National Policy Statement on Urban Development 2020 (NPS-UD), and to start the implementation of the National Policy Statement for Freshwater Management 2020 (NPS-FM). RPS Change 1 also addresses issues related to climate change, indigenous biodiversity, and high natural character.
30. Of these topics, only indigenous biodiversity is considered potentially relevant to PC-1F.
31. Note that some of the Proposed RPS Change 1 indigenous biodiversity provisions were prepared by GWRC in anticipation of the proposed National Policy Statement on Indigenous Biodiversity (NPS-IB) being gazetted. RPS Change 1 was publicly notified on 19 August 2022 whilst the NPS-IB was gazetted on 7 July 2023 and came into force on 4 August 2023.
32. This report does not provide an analysis of any differences between the draft NPS-IB which underpinned the preparation of the RPS Change 1 biodiversity provisions, and the final provisions of the NPS-IB which was gazetted approximately 12 months following the public notification of Proposed RPS Change 1. However, both RPS Change 1 and the NPS-IB have been evaluated separately in this report.
33. The relevant provisions of Proposed RPS Change 1 are:

Proposed RPS Change 1 Provision	Discussion
Objective 16 <i>Indigenous ecosystems and habitats with significant ecosystem functions and services and/or biodiversity values are maintained protected, enhanced, and restored to a healthy functioning state.</i>	PC-1F will achieve the intent of this objective through providing greater recognition of the ecosystem functions and biodiversity values associated with the natural processes of significant indigenous trees that may fall onto surrounding protected vegetation. This will contribute toward protecting and enhancing the functioning healthy state of indigenous ecosystems and habitats. The provisions also provide greater protection of indigenous

³ <https://www.gw.govt.nz/assets/Documents/2022/08/Proposed-RPS-Change-1-for-the-Wellington-Region.pdf>

Proposed RPS Change 1 Provision	Discussion
	ecosystems and habitats compared to the status quo.
Objective 16A <i>The region's indigenous ecosystems are maintained, enhanced, and restored to a healthy functioning state, improving their resilience to increasing environmental pressures, particularly climate change, and giving effect to Te Rito o te Harakeke.</i>	As above, PC-1F will assist in maintaining and restoring the functioning state of indigenous ecosystems. PC-1F proposes to provide greater protection of indigenous ecosystems by limiting the extend of indigenous tree modification compared to the status quo.
Objective 16B <i>Mana whenua / tangata whenua values relating to indigenous biodiversity, particularly taonga species, and the important relationship between indigenous ecosystem health and well-being, are given effect to in decision-making, and mana whenua / tangata whenua are supported to exercise their kaitiakitanga for indigenous biodiversity.</i>	Giving effect to this objective and all associated provisions would require a comprehensive review of the District Plan and (if necessary) subsequent plan change process that would be carried out in partnership with mana whenua. This would be carried out following the completion of the Proposed RPS Change 1 plan change process, including the final resolution of any appeals to the Environment Court or judicial review to the High Court.
Objective 16C <i>Landowner and community values in relation to indigenous biodiversity are recognised and provided for and their roles as stewards are supported.</i>	The retention of rule ECO-R6 as a controlled activity provides certainty to landowners who need to address imminent and demonstrable significant risks to people and buildings as a result of dangerous protected indigenous trees on their property. This certainty assists in recognising and supporting the role of landowners as stewards of indigenous biodiversity.
Policy 24: Protecting indigenous ecosystems and habitats with significant indigenous biodiversity values – district and regional plans <i>By 30 June 2025, district and regional plans shall include policies, rules and methods to protect indigenous ecosystems and habitats with significant indigenous biodiversity values from inappropriate subdivision, use and development.</i> <i>Where the policies and/or rules in district and regional plans enable the use of biodiversity offsetting or biodiversity compensation for an ecosystem or habitat with significant indigenous biodiversity values, they shall:</i> <i>(a) not provide for biodiversity offsetting:</i> <i>(i) where there is no appropriate site, knowledge, proven methods, expertise or mechanism available to design and implement an adequate biodiversity offset; or</i> <i>(ii) when an activity is anticipated to causes residual adverse effects on an area after an offset has been</i>	<p>The District Plan already includes policies, rules and methods to protect indigenous ecosystems and habitats with significant indigenous biodiversity values from inappropriate subdivision, use and development. However, this proposed policy, if it remains unchanged through the formal plan change process, will require the Council to review the District Plan and if necessary, prepare a plan change to give effect to the other requirements of this policy.</p> <p>Under Rule ECO-R6 Matter of Control 2, the Council retains control over the species, size, location, and timing of replacement indigenous vegetation to remedy the loss of indigenous trees. This is not <i>biodiversity offsetting</i> or <i>biodiversity compensation</i> as defined by Proposed RPS Change 1 which require a no net loss or a positive environmental outcome respectively.</p>

Proposed RPS Change 1 Provision	Discussion
<p><i>implemented if the ecosystem or species is threatened or the ecosystem is naturally uncommon;</i></p> <p><i>(b) not provide for biodiversity compensation where an activity is anticipated to cause residual adverse effects on an area if the ecosystem or species is threatened or the ecosystem is naturally uncommon;</i></p> <p><i>(c) ecosystems and species known to meet any of the criteria in (a) or (b) are listed in Appendix 1A (Limits to biodiversity offsetting and biodiversity compensation);</i></p> <p><i>(d) require that the outcome sought from the use of biodiversity offsetting is at least a 10 percent net biodiversity gain, or from biodiversity compensation is at least a 10 percent net biodiversity benefit.</i></p>	<p>Should the proposed terms <i>biodiversity offsetting</i> and <i>biodiversity compensation</i>, and the associated provisions of proposed RPS Change 1 still be in the same form at the completion of the plan change process, the Council will be required to review the District Plan, including rule ECO-R6, and if necessary, prepare a plan change to give effect to these terms and associated provisions.</p> <p>It is not considered appropriate or reasonable to make changes to PC-1F in response to the proposed amendments to RPS policy 24, as any changes required to the District Plan would most appropriately need to be considered in a holistic manner across all relevant district plan provisions. This should follow the completion of the Proposed RPS Change 1 plan change process, including the final resolution of any appeals to the Environment Court or other potential legal challenges.</p>
<p><u>Policy IE.1: Giving effect to mana whenua / tangata whenua roles and values when managing indigenous biodiversity – district and regional plans.</u></p> <p><u>District and regional plans shall include objectives, policies, methods and/or rules to partner with mana whenua / tangata whenua to:</u></p> <p><i>(a) apply mātauranga Māori frameworks, and support mana whenua / tangata whenua to exercise their kaitiakitanga, in managing and monitoring indigenous biodiversity;</i></p> <p><i>(b) identify and protect taonga species;</i></p> <p><i>(c) support mana whenua / tangata whenua to access and exercise sustainable customary use of indigenous biodiversity, including for mahinga kai and taonga, in accordance with tikanga.</i></p> <p><u>Explanation</u></p> <p><i>Policy IE.1 directs regional and district plans to recognise and provide for Māori values for indigenous biodiversity, and for the role of mana whenua as kaitiaki in the region.</i></p>	<p>This proposed policy, if it remains unchanged through the formal plan change process, will require the Council to review the District Plan and if necessary, prepare a plan change to give effect to the requirements of this policy.</p>
<p><u>Policy IE.2: Giving effect to mana whenua / tangata whenua roles and values when managing indigenous biodiversity – consideration.</u></p> <p><u>When considering an application for a resource consent, notice of requirement, or a plan change.</u></p>	<p>It is considered that the relevance of this proposed policy to PC-1F is limited to the pre-notification consultation and consultation the Council carried out with mana whenua as described in the section 32 evaluation report that supported the notification of PC-1F.</p>

Proposed RPS Change 1 Provision	Discussion
<p><i>variation or review of a district plan for subdivision, use or development, particular regard shall be given to enabling mana whenua / tangata whenua to exercise their role as kaitiaki, including, but not restricted to:</i></p> <p><i>(a) providing for mana whenua / tangata whenua values associated with indigenous biodiversity, including giving local effect to Te Rito o te Harakeke.</i></p> <p><i>(b) incorporating the use of mātauranga Māori in the management and monitoring of indigenous biodiversity; and</i></p> <p><i>(c) supporting mana whenua / tangata whenua to access and exercise sustainable customary use of indigenous biodiversity, including for mahinga kai and taonga, in accordance with tikanga.</i></p> <p>Explanation</p> <p><i>Policy IE.2 requires consideration of enabling mana whenua / tangata whenua to exercise their kaitiakitanga in the region.</i></p>	
<p>Policy IE.3: Maintaining, enhancing, and restoring indigenous ecosystem health – non-regulatory</p> <p><i>To maintain, enhance and restore the ecosystem health, ecological integrity and ecological connectivity of the region's indigenous ecosystems, and the ecological processes that support them, giving effect to Te Rito o te Harakeke, the Regional Policy Statement shall, as soon as practicable:</i></p> <p><i>(a) identify the characteristics required for the region's indigenous ecosystems to be in a healthy functioning state, including the processes that enable them to persist over the long-term, and</i></p> <p><i>(b) identify strategic targets and priorities to ensure that management and restoration of indigenous ecosystems and habitats (including pest management) are directed at areas where the greatest gains can be made for indigenous biodiversity. Where possible, priorities should also deliver benefits for climate change mitigation and/or adaptation, and freshwater; and</i></p> <p><i>(c) focus restoration efforts on achieving the strategic targets and priorities identified in (b).</i></p> <p>Explanation</p> <p><i>Policy IE.3 gives effect to Objective 16A, identifying the characteristics required for the region's indigenous ecosystems to be in a healthy functioning state, providing resilience to the impacts of</i></p>	<p>This is a proposed non-regulatory policy that does not directly relate to a regulatory document such as the District Plan.</p>

Proposed RPS Change 1 Provision	Discussion
<p><i>increasing environmental pressures, and identifying strategic priorities and targets for restoration to ensure that regional conservation actions are applied efficiently, prioritising protection of the ecosystems and habitats of most pressing concern.</i></p>	
<p><u>Policy IE.4: Recognising the roles and values of landowners and communities in the management of indigenous biodiversity – non-regulatory.</u></p> <p><i>Recognise and provide for the values of landowners and communities as stewards of the indigenous biodiversity of the Wellington Region, by:</i></p> <p><i>(a) involving communities in the identification of targets and priorities for protecting, enhancing and restoring indigenous biodiversity; and</i></p> <p><i>(b) supporting landowner and community restoration of indigenous ecosystems.</i></p> <p><u>Explanation</u></p> <p><i>Policy IE.4 recognises and provides for the important role that landowners and the community have as environmental stewards.</i></p>	<p>This is a proposed non-regulatory policy that does not directly relate to a regulatory document such as the District Plan. It is considered that the identification of methods to deliver this policy would require consultation with the community, mana whenua and other stakeholders – including GWRC.</p>
<p><i>Proposed new definition:</i></p> <p><u>Te Rito o te Harakeke</u></p> <p><i>Te Rito o te Harakeke is a concept that refers to the need to maintain the integrity of indigenous biodiversity. It recognises the intrinsic value and mauri of indigenous biodiversity as well as people's connections and relationships with it.</i></p> <p><i>It recognises that our health and wellbeing are dependent on the health and wellbeing of indigenous biodiversity and that in return we have a responsibility to care for it. It acknowledges the web of interconnectedness between indigenous species, ecosystems, the wider environment, and the community.</i></p> <p><i>Te Rito o te Harakeke comprises six essential elements to guide tangata whenua and local authorities in managing indigenous biodiversity and developing objectives, policies, and methods for giving effect to Te Rito o te Harakeke:</i></p> <p><i>(a) the intrinsic value and mauri of indigenous biodiversity;</i></p> <p><i>(b) the bond between people and indigenous biodiversity through whakapapa (familial) relationships and mutual interdependence;</i></p>	<p>This proposed new definition provides meaning and direction to the proposed RPS provisions that use the term Te Rito o te Harakeke.</p>

Proposed RPS Change 1 Provision	Discussion
<i>(c) the responsibility of care that tangata whenua have as kaitiaki, and that other New Zealanders have as stewards, of indigenous biodiversity;</i>	
<i>(d) the connectivity between indigenous biodiversity and the wider environment;</i>	
<i>(e) the incorporation of te ao Māori and mātauranga Māori;</i>	
<i>(f) the requirement to partner with tangata whenua.</i>	

34. As demonstrated above, regard has been had to all relevant Proposed RPS Change 1 provisions. In summary, no amendments to PC-1F are recommended in response to Proposed RPS Change 1 to the Regional Policy Statement for the Wellington Region 2013.

National Policy Statement on Indigenous Biodiversity 2023 (NPS-IB)

35. The Council must give effect to the NPS-IB as soon as reasonably practicable, and must publicly notify any changes to the district plan that are necessary to give effect to the NPS-IB within eight years after the commencement date i.e. by 4 August 2031.
36. At the time of preparing this report, the Coalition Government was signalling amendments to the RMA and the NPS-IB via the Resource Management (Freshwater and Other Matters Amendment Bill) 2024⁴.
37. The proposed amendments to the RMA and the NPS-IB do not affect the proposed PC-1F provisions or the Council's requirement to protect areas of significant indigenous vegetation and significant habitats of indigenous fauna. In summary, the Amendment Bill proposes to:
- (a) Suspend NPS-IB requirements for councils to identify and notify new SNAs using the NPS-IB assessment criteria and principles for 3 years. This suspension does not affect NPS-IB 2023 obligations on councils for SNAs already existing in policy statements, proposed policy statements, plans, proposed plans, or plan changes before the commencement of this Bill.
 - (b) Amend the timing provisions of the NPS-IB for when the Council must publicly notify any plan changes necessary to give effect to NPS-IB provisions that require the assessment and protection of SNAs to 31 December 2030.
 - (c) Clarify that the Bill does not affect councils' existing obligations under the RMA for indigenous biodiversity which includes the requirement to recognise and provide for the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna.
 - (d) Clarify that the Bill does not affect or prevent identification or notification of new SNAs in plan changes during the 3-year suspension period that arise from existing proceedings or processes such as proposed changes to a district plan.

⁴ [Resource Management \(Freshwater and Other Matters\) Amendment Bill 47-1 \(2024\), Government Bill – New Zealand Legislation](#)

38. The relevant provisions of the NPS-IB are:

NPS-IB Provision	Discussion
<p>2.1 – Objective</p> <p>(1) <i>The objective of this National Policy Statement is:</i></p> <p>(a) <i>to maintain indigenous biodiversity across Aotearoa New Zealand so that there is at least no overall loss in indigenous biodiversity after the commencement date; and</i></p> <p>(b) <i>to achieve this:</i></p> <p>(i) <i>through recognising the mana of tangata whenua as kaitiaki of indigenous biodiversity; and</i></p> <p>(ii) <i>by recognising people and communities, including landowners, as stewards of indigenous biodiversity; and</i></p> <p>(iii) <i>by protecting and restoring indigenous biodiversity as necessary to achieve the overall maintenance of indigenous biodiversity; and</i></p> <p>(iv) <i>while providing for the social, economic, and cultural wellbeing of people and communities now and in the future.</i></p>	<p>PC-1F will achieve the intent of this objective, in particular by protecting indigenous biodiversity to assist in achieving the overall maintenance of indigenous biodiversity. The plan change also provides for the social and economic wellbeing of people and communities by providing a consent pathway for the consideration of proposals to modify protected indigenous biodiversity - where supported by appropriate evidence and remediation options.</p> <p>The retention of rule ECO-R6 as a controlled activity provides certainty to landowners who need to address imminent and demonstrable significant risks to people and buildings as a result of dangerous protected indigenous trees on their property. This certainty assists in recognising and supporting the role of landowners as stewards of indigenous biodiversity.</p>
<p>Policy 1</p> <p><i>Indigenous biodiversity is managed in a way that gives effect to the decision-making principles and takes into account the principles of the Treaty of Waitangi.</i></p>	<p>As discussed in the section 32 evaluation, the Council and mana whenua have worked in the spirit of partnership to review and develop this plan change.</p>
<p>Policy 3</p> <p><i>A precautionary approach is adopted when considering adverse effects on indigenous biodiversity.</i></p>	<p>PC-1F removes a regulatory gap that, if taken advantage of, provides a consenting path for the modification of protected indigenous biodiversity without any checks and balances on adverse effects on indigenous biodiversity. The plan change therefore adopts a precautionary approach by limiting the extent of modification possible while also requiring resource consent applications be supported by ecological evidence.</p>
<p>Policy 5</p> <p><i>Indigenous biodiversity is managed in an integrated way, within and across administrative boundaries.</i></p>	<p>The amendments proposed by the plan change will better recognise the interconnectedness of the whole environment by removing the ability for modification of indigenous biodiversity under rule ECO-R6 to result in significant adverse effects as a controlled activity.</p>
<p>Policy 7</p> <p><i>SNAs are protected by avoiding or managing adverse effects from new subdivision, use and development.</i></p>	<p>The plan change will help protect and manage adverse effects from development by ensuring the controlled activity rule is not misused. This will ensure significant adverse effects on indigenous biodiversity will not result from activities under rule ECO-R6.</p>

NPS-IB Provision	Discussion
<p>Clause 1.5 – Decision-making principles</p> <p>(3) ... the decision-making principles that must inform the implementation of this National Policy Statement are as follows:</p> <p>(a) prioritise the mauri, intrinsic value and wellbeing of indigenous biodiversity</p> <p>(b) take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi):</p> <p>(c) recognise the bond between tangata whenua and indigenous biodiversity based on whakapapa relationships:</p> <p>(d) recognise the obligation and responsibility of care that tangata whenua have as kaitiaki of indigenous biodiversity:</p> <p>(e) recognise the role of people and communities (including landowners) as stewards of indigenous biodiversity:</p> <p>(f) enable the application of te ao Māori and mātauranga Māori:</p> <p>(g) form strong and effective partnerships with tangata whenua.</p>	<p>The decision-making principles that are relevant to this plan change are set out below, nothing that the remaining principles will be applicable to a future comprehensive plan change that the Council will likely be required to progress to give effect to the NPS-IB:</p> <p>(a) the plan change prioritises the intrinsic value and wellbeing of indigenous biodiversity by amending provisions that could be misused to result in significant adverse effects on indigenous biodiversity – as described in the s.32 evaluation.</p> <p>(b) As with all plan changes progressed by KCDC, the principles of Te Tiriti o Waitangi have been taken into account via involvement of mana whenua throughout the plan change process.</p> <p>(c) Understanding and defining whakapapa relationships between tangata whenua and indigenous biodiversity will require collaboration between tangata whenua and the Council when the Council prepares a future plan change to give effect to the NPS-IB.</p> <p>(d) the obligation and responsibility of care that tangata whenua have as kaitiaki of indigenous biodiversity has been recognised by consultation with mana whenua as part of the preparation of the plan change.</p> <p>(e) The role of people and communities (including landowners) as stewards of indigenous biodiversity has been recognised by retaining controlled activity status for the modification of protected indigenous vegetation in specified circumstances.</p> <p>(f) Nothing within the plan change or the decision making process on the plan change will prevent the application of te ao Māori and mātauranga Māori.</p> <p>(g) It is considered that the Council has strong and effective partnerships with tangata whenua within RMA plan-making processes.</p>
<p>Clause 3.5 – Social, economic, and cultural wellbeing</p> <p>(1) Local authorities must consider:</p> <p>(a) ...</p> <p>(b) that the protection, maintenance, and restoration of indigenous biodiversity does not preclude subdivision, use and development in appropriate places and forms; and</p> <p>(c) ...</p> <p>(d) ...</p>	<p>The relevant subclauses of Clause 3.5 are considered to be (b) and (e).</p> <p>Consideration has been given to appropriate indigenous vegetation modification activities to protected indigenous biodiversity, with appropriate activities retained as controlled activities. This approach demonstrates consideration has been given to the role of people, communities and landowners as stewards of indigenous biodiversity.</p>

NPS-IB Provision	Discussion
(e) <i>the role of people and communities, particularly landowners, as stewards of indigenous biodiversity; and</i> (f) ...	

39. As demonstrated above, PC-1F is consistent with the relevant provisions of the NPS-IB, but it is likely a further plan change(s) will be necessary in order for the District Plan to fully give effect to it. Such a plan change(s) will need to be undertaken within the timeframes specified in Part 4 of the NPS-IB⁵.

**Te hau mārohi ki anamata - Towards a productive, sustainable and inclusive economy:
Aotearoa New Zealand's first emissions reduction plan 2022**

40. In May 2022, the Ministry for the Environment published New Zealand's first emissions reduction plan under section 5Z1 of the Climate Change Response Act 2002. The plan contains Government-led strategies, policies and proposals that will help New Zealanders adapt to the changing climate and its effects – to reduce the potential harm of climate change, as well as seize the opportunities that arise. It responds to the risks identified in the National Climate Change Risk Assessment 2020, which was prepared under the Climate Change Response Act 2002. It draws upon the latest science available at the time from the Intergovernmental Panel on Climate Change, and builds on recommendations of the Climate Change Adaptation Technical Working Group from 2018.
41. I have reviewed the Emissions Reduction Plan and have not identified any provisions relevant to PC-1F.

**Urutau, ka taurikura: Kia tū pakari a Aotearoa i ngā huringa āhuarangi - Adapt and thrive:
Building a climate-resilient New Zealand – New Zealand's first national adaptation plan**

42. In August 2022, the Ministry for the Environment published New Zealand's first national adaptation plan under section 5ZT of the Climate Change Response Act 2002. The adaptation plan contains strategies, policies and actions for achieving New Zealand's first emissions budget, as required by the Climate Change Response Act 2002.
43. I have reviewed the Adaptation Plan and have not identified any provisions relevant to PC-1F.

Section 32AA RMA

44. All recommended amendments to provisions since the initial section 32 evaluation was undertaken must be documented in a subsequent section 32AA evaluation. Section 32AA states:

32AA Requirements for undertaking and publishing further evaluations

⁵ NPS-IB, part 4: [National-Policy-Statement-for-Indigenous-Biodiversity.pdf \(environment.govt.nz\)](https://www.environment.govt.nz/nps/indigenous-biodiversity-policy-statement)

- 1) *A further evaluation required under this Act—*
 - (a) *is required only for any changes that have been made to, or are proposed for, the proposal since the evaluation report for the proposal was completed (the changes); and*
 - (b) *must be undertaken in accordance with section 32(1) to (4); and*
 - (c) *must, despite paragraph (b) and section 32(1)(c), be undertaken at a level of detail that corresponds to the scale and significance of the changes; and*
 - (d) *must—*
 - (i) *be published in an evaluation report that is made available for public inspection at the same time as the approved proposal (in the case of a national policy statement or a New Zealand coastal policy statement or a national planning standard), or the decision on the proposal, is notified; or*
 - (ii) *be referred to in the decision-making record in sufficient detail to demonstrate that the further evaluation was undertaken in accordance with this section.*
 - 2) *To avoid doubt, an evaluation report does not have to be prepared if a further evaluation is undertaken in accordance with subsection (1)(d)(ii).*
45. The required section 32AA evaluation for changes recommended in response to matters raised in submissions is included in the body of this report following the evaluation and recommendation on submissions and final Plan Change provisions.

Scope

46. Scope to make amendments to PC-1F provisions is limited to matters raised in submissions in accordance with clause 10 of Schedule 1 of the RMA, or to make amendments that are of minor effect or to correct any minor errors in accordance with clause 16(2) of Schedule 1 of the RMA.

Legal Effect

47. In accordance with section 86B (3)(b), and (5) of the RMA, the proposed amendments to Rule ECO-R6 and ECO-Table 1 have had immediate legal effect from the date of public notification on 14 July 2022.

Trade Competition

48. Section 74(3) of the RMA prohibits the Council from having regard to trade competition or the effects of trade competition when preparing or changing the District Plan.
49. As the proposed plan change aims to strengthen the protection of significant indigenous vegetation and significant habitat of indigenous fauna, trade competition is not a relevant matter.

Background to Plan Change 1F

Resource Management Issue Identification

50. The identification of the resource management issue that is addressed by PC-1F arose from implementation of rule ECO-R6 via the resource consent process. Reference should be made to

the section 32 evaluation for the full background, consultation, and justification for the amendments proposed by PC-1F.

Public Notification

51. Proposed Plan Change 1F was publicly notified for submissions on 14 July 2022. Submissions closed on 11 August 2022, with a total of three submissions received.

Notification of Summary of Decisions Requested by Submissions

52. A summary of decisions requested by submitters was prepared and publicly notified for further submissions on 22 September 2022.
53. The further submissions period closed on 6 October 2022. No further submissions were received.

Procedural Matters

54. There are no procedural matters.

Consideration of Submissions

55. There are three submissions on Plan Change 1F.
56. Due to the small number of submissions, each submission is considered separately below. Submission-specific recommended decisions and reasons for each submission point are included in **Appendix 1**.

Format for Consideration of Submissions

57. The consideration of submissions has been undertaken in the following format:
- (i) Matters raised by submitters;
 - (ii) Assessment;
 - (iii) Recommendations;
 - (iv) Recommended Amendments to PC-1F; and
 - (v) Section 32AA evaluation (where relevant).
58. The recommended amendments to the District Plan are set out in **Appendix 2** where all recommended text changes are shown in a consolidated manner.

Format of Proposed and Recommended Amendments

59. Proposed notified PC-1F amendments that were notified are shown in black text as follows:
- addition ~~deletion~~
60. Proposed amendments to PC-1F in response to decisions requested by submitters are shown in red text as follows:
- addition ~~deletion~~

Report Structure

61. The report is divided into the key provisions relevant to the submissions. Each topic and submission point is addressed in the following format:
 - Matters raised by submitters;
 - Discussion;
 - Recommendations; and
 - Section 32AA Evaluation (where relevant).

Rule ECO-R6 – Restricted Discretionary Activity standard 1.b(i).

Matters Raised by Submitters

62. Submission S1.1 – Director-General of Conservation requests that standard 1.1(ii) of rule ECO-R6 be amended as follows (note the relevant standard is numbered 1.b.(i) in PC-1F):

the tree(s) presents a demonstrable imminent risk of serious harm to people or property a building(s) or risks significantly damaging surrounding protected vegetation; and

63. The submitter considers that the requested amendment would further strengthen the provision to ensure the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna. The submitter considers that:
 - (a) dead and dying trees are a natural and essential component of indigenous forests and shrublands.
 - (b) dead trees provide other benefits to an area of indigenous vegetation, or habitat including:
 - (i) Older trees have epiphytes or parasites, and provide habitats for many indigenous fauna including insects, lizards, and birds.
 - (ii) Dead wood is a food source and source of nutrients for the habitat.
 - (iii) Light gaps caused by dead trees are a natural phenomenon.
 - (iv) Dead wood, either standing or fallen, is a natural and essential component of many forest and shrub ecosystems.
64. The submitter therefore does not support the risk to surrounding protected vegetation as a reason for removing a dead or diseased tree as a controlled activity under rule ECO-R6, and requests that this aspect of the standard be deleted.
65. The submission also requests any other amendments that may be necessary or appropriate to address the submitter's concerns.

Discussion

66. Rule ECO-R6 is the existing controlled activity rule that manages the modification of protected indigenous vegetation for specific purposes. The rule is subject to a number of standards that determine whether a proposal to modify indigenous vegetation can be sought as a controlled

activity under the rule. As a controlled activity, the Council is required by section 104A of the RMA to grant an application under the rule. It is therefore essential that controlled activity rules do not enable significant adverse effects on the environment to occur.

67. As detailed in the section 32 evaluation, PC-1F proposes to amend the rule to eliminate misuse of the rule that has occurred and resulted in significant adverse effects on RMA section 6(c) significant indigenous vegetation and significant habitats of indigenous fauna.
68. The intent of the proposed amendments to the standard is to limit qualification under the standard to the modification of significant indigenous trees that present a demonstrable imminent risk of serious harm to people or buildings, or significantly damaging surrounding protected vegetation.
69. Submission S1.1 – Director-General of Conservation considers that the risk of significantly damaging surrounding protected vegetation should be deleted on the basis that the damage to other vegetation that may result from dead, dying or diseases vegetation represents a natural process that has ecological benefits.
70. The independent ecological advice provided by Dr Dijkgraaf that supports the section 32 evaluation⁶ concurs with the reasoning provided by the submitter regarding the importance of the ecological role of indigenous vegetation that falls and damages surrounding indigenous vegetation, noting that⁷:

... dead, dying, and damaged trees are important components of a natural ecosystem. Death and decay are a natural process, Ecological Sites should not be managed as gardens with all deadwood and understorey vegetation removed.

71. I also note Dr Dijkgraaf advises on the importance of the ecological value of dead and hollow trees as essential and important parts of a forest ecosystem. Dr Dijkgraaf advises that⁸:

Dead trees and fallen wood play an important role in ecosystems by providing wildlife habitat, cycling nutrients, aiding plant regeneration, decreasing erosion, and influencing drainage and soil moisture and carbon storage, among other values (Wuerthner 2018). Dead standing trees can continue to be a structural part of an ecosystem for years to decades, the woody structure providing perches for fauna and plants and retaining some of the canopy functions. Decomposing parts of a tree provide rich habitat for fungi and invertebrates, which in turn are consumed by other species such as birds. The process of a tree falling or the crown dying back creates light gaps enabling other plants to grow and a toppled root plate creates new habitat and mixes the soil (Franklin et al. 1987). These are all expected natural successional processes in an ecosystem.

In New Zealand, hollow trees provide nesting holes for a range of indigenous bird species, bat roosts, hiding places for arboreal gecko and a wide range of invertebrates. Plants establish on fallen logs as these are nutrient rich locations and often have more light due to the creation of light gaps. The Department of Conservation promotes leaving fallen and illegally logged trees in-situ as these are an important source of nutrients. Nutrient retention and recycling will be even more important in relatively poor soils such as sand.

⁶ Appendix 4.

⁷ At page 19.

⁸ At page 20.

So dead, dying, and defective trees are a normal part of ecosystem processes. They should be left in the ecosystem unless there are really good reasons to remove them, such as the risk of widescale spread of disease or damage to property and people.

72. In light of the ecological advice of Dr Dijkgraaf, I agree with the submitter that the ecological outcomes would benefit from the requested amendment to standard 1.b.(i) of rule ECO-R6. I also agree that dead, dying, and defective trees should be left standing unless there are good reasons to remove them such as a significant risk of damage to people and buildings. I consider that the ecological outcomes from such an approach would better give effect to the requirements of section 6(c) of the RMA with respect to the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna, and the objective of the NPS-IB by better protecting indigenous biodiversity to achieve the overall maintenance of indigenous biodiversity.
73. Although deleting reference to significant damage to surrounding protected vegetation may result in the need for restricted discretionary activity resource consent, I consider this to be appropriate for indigenous trees that are protected for RMA section 6(c) purposes, as long as in doing so, there is no resulting demonstrable imminent risk of serious harm to people or buildings. I note that this safety issue is addressed by the first half of the standard, and this will remain in place following the recommended deletion of the second half of the standard.
74. In my opinion, the case study evaluated by Dr Dijkgraaf in **Appendix 4** identifies the risk of enabling an arborist to determine the health and viability of significant indigenous vegetation, when from an ecological perspective, a differing conclusion on health and viability may be reached by an ecologist⁹. I consider this provides justification for further limiting the application of standard 1.b.(i) to circumstances where the protected tree(s) presents a demonstrable imminent risk of serious harm to people or a building(s).
75. On this basis, I agree with submission S1.1 – Director-General of Conservation that it is appropriate to amend standard 1.b(i) as requested, and as set out below.

Recommendations

76. I recommend that:
- A. submission S1.1 – Director-General of Conservation be **accepted**.
 - B. standard 1.b.(i) of rule ECO-R6 be amended as follows:
 - ii. ~~the tree(s) presents a demonstrable imminent risk of serious harm to people or property a building(s) or risks significantly damaging surrounding protected vegetation~~; and

Section 32AA Evaluation

77. In my opinion, the recommended amendments to rule ECO-R6, standard 1.b.(i) in response to matters raised by the submitter are more appropriate in achieving the objectives of the District Plan and higher-level statutory planning documents than the notified provisions. In particular, I consider that:

⁹ Appendix 4, pages 14 – 20.

- (a) The recommended deletion of the component of standard 1.b.(i) that enables the removal of significant indigenous trees where they risk significantly damaging surrounding protected vegetation, will recognise and provide for the ecological role that falling vegetation and the effects of falling vegetation play in an indigenous ecosystem. This will further ensure the implementation of the controlled activity rule ECO-R6 does not result in adverse environmental effects that are contrary to the relevant objectives and policies of the District Plan, the RPS, the New Zealand Coastal Policy Statement 2010 (NZCPS), the NPS-IB 2023, and Part II of the RMA, as identified in the section 32 evaluation and in the Statutory Considerations section of this report above.
- (b) Therefore, the amendment is more efficient and effective than the notified version of PC-1F in achieving the relevant objectives, and will further reduce the risk of potential significant adverse effects on significant indigenous vegetation and significant habitats of indigenous fauna compared to the notified version.
- (c) The recommended amendment to rule ECO-R6 will not have any greater environmental, social, or cultural effects than the notified provisions. There may be an increased economic cost to some landowners as a result of having to seek restricted discretionary resource consent rather than a controlled activity resource consent. Such a resource consent application would have the additional cost of having to employ a suitably qualified and experienced ecologist. However, this cost is considered appropriate when the Council is giving effect to the legal requirements of recognising and providing for a matter of national importance under section 6 of the RMA. The NPS-IB requires the sustainable management of indigenous biodiversity to ensure no net loss. The recommended amendments to ECO-R6 will help achieve this while continuing to enable landowners to address imminent and demonstrable safety risks to people and buildings as a controlled activity.
- (d) The recommended amendment will result in greater benefits to the natural environment and indigenous biodiversity than the notified version. The amendment will ensure that the ecological role and function of significant indigenous vegetation that may fall and damage surrounding protected indigenous vegetation is recognised and provided for as an important component of ecological health and sustainability.

ECO-R6 – Activity Status

Matters Raised by Submitters

- 78. Submission S3.1 – Forest and Bird raises a number of concerns with ECO-R6, and requests that rule ECO-R6 is changed from a controlled activity to a restricted discretionary activity.
- 79. The submitter considers that controlled activity status, no matter how tightly controlled, will ultimately lead to incremental loss of habitat over time due to Council having no ability to retain discretion to decline consent.
- 80. The submitter considers that it would be straightforward for an applicant to find an arborist to recommend the outcome desired by the applicant who has a vested interest in felling trees that need to present *‘a demonstrable imminent risk of serious harm to people or a building(s) or significantly damaging surrounding protected vegetation.’*

81. The submitter queries what happens in the situation of a controlled activity resource consent application under ECO-R6 where the Council has reason to suspect that removal of the trees is not necessary to address an imminent risk to people and property.
82. Submission S3.2 – Forest and Bird requests that rule ECO-R6 be amended to ensure it captures rare and threatened trees that occur in the district.
83. The submitter notes there are many trees in the District that are rare or threatened that should be included in Schedule 3 referred to within clause (c) of rule ECO-R6. The submitter points to examples including the large-leaved milk tree (*Streblus banksii*) and swamp maire (*Syzygium maire*).

Discussion

84. I agree with submission S3.1 – Forest and Bird that, despite the proposed amendments to the rule to significantly restrict the situations under which a controlled activity resource consent can be sought¹⁰, the lack of a clear review mechanism for the arborist's opinion supporting an application may result in a residual risk of unjustified adverse effects on the environment.
85. I consider that in circumstances where the Council identifies reservations on the findings of an arborist's report supporting a resource consent application under ECO-R6, it should be clear that the Council has the discretion over determining whether a resource consent application qualifies under rule ECO-R6, including via the ability to seek an independent review of the arborist report by an independent suitably qualified and experienced arborist on behalf of the Council.
86. Although I consider that the Council already has the legal ability to seek such an independent review to satisfy itself that the proposed activity is a controlled activity in accordance with section 104A(a) of the RMA, this could be clarified for plan users through the addition of appropriate wording to the rule via the addition of an advice note as set out in the recommendations section below.
87. In my opinion, the result of such a review process may result in the Council determining that an application does not meet the criteria to be considered a controlled activity under rule ECO-R6. This would result in an application moving up the rule cascade to a restricted discretionary activity under rule ECO-R7.
88. Although this process and potential outcome are still possible in the absence of the recommended additional wording to the rule, I consider that the additional wording will provide greater certainty to both the applicant and the Council that the appropriate use of the rule will be carefully scrutinised, thus addressing in part the concerns raised by submission S3.1 – Forest and Bird¹¹.
89. Although not granting the submitter's requested amendments via a change in activity status to restricted discretionary, the recommended amendment would, in my opinion, address the key concern raised by the submitter while also enabling a guaranteed fast-tracked resource consent

¹⁰ Proposed standard 1.a limits the *modification of significant indigenous vegetation* to up to a maximum of two *indigenous vegetation trees* within a five year period on an *allotment*.

¹¹ Regional Policy Statement for the Wellington Region 2013, policies 23 and 24:
<https://www.gw.govt.nz/assets/Documents/2023/02/RPS-Full-Documents-Edited-December-2022-Updated.pdf>

process for applicants where a genuine significant safety risk has been identified to persons and buildings. In my opinion, this approach better recognises the role landowners play as stewards of indigenous biodiversity, while providing for the social, economic, and cultural wellbeing of people in accordance with clauses (ii) and (iv) of the objective of the NPS-IB. I also consider this approach will be the most efficient, effective, and appropriate method to achieve Objectives DO-O2 subclause (1), DO-O3 subclause (6), DO-O4 subclauses (1) and (3), and DO-O8 subclause (4) of the District Plan.

90. The recommended approach will also assist the Council in identifying and preventing the potential inappropriate use of the rule that may occur in light of the greatly increased permitted residential densities enabled by the Council's recently operative Plan Change 2 – Intensification¹². The recommended amendments to ECO-R6 will reduce the likelihood of environmental outcomes that are contrary to the purpose of the RMA and the Regional Policy Statement for the Wellington Region's requirement to identify and protect significant indigenous vegetation and significant habitats of indigenous fauna, and to protect it from inappropriate subdivision, use and development.
91. I therefore recommend that submission S3.1 – Forest and Bird be **accepted in part**, and that rule ECO-R6 be amended as set out in the 'Recommendations' section below.
92. With respect to the request made by submission S3.2 – Forest and Bird to amend Schedule 3 to include all rare and threatened trees in the District, I note that Schedule 3 is a vegetation and location-specific register of all known rare and threatened vegetation species that includes trees. Location data for each listing including map grid references is included. It is therefore evident that Schedule 3 is not a comprehensive list of all known rare and threatened vegetation species that are present in the District but is rather a specific register of known vegetation examples and their location.
93. In my opinion, updating this schedule would require the preparation of an ecological evidence base that identifies all known locations of rare and threatened vegetation in the District. Although I consider this would be a worthwhile exercise to provide greater knowledge and protection of known rare and threatened examples of vegetation in the District, I am unaware of the existence of such an evidence base. I consider that such an exercise would greatly benefit from cross-agency and stakeholder/partner cooperation including KCDC, Greater Wellington Regional Council, the Department of Conservation, iwi partners, landowners, and other relevant stakeholders to identify all known examples of rare and threatened vegetation. I consider the resourcing and time required to prepare such an evidence base falls beyond what can reasonably be accomplished via PC-1F.
94. I also consider there would be potential natural justice and fair process issues for affected property owners should Schedule 3 be updated via PC-1F, on the basis that none of the affected property owners would have the opportunity to consider and submit on proposed new property-specific listings of rare and threatened vegetation.
95. For these reasons, I recommend submission S3.2 – Forest and Bird be **rejected**.

¹² Plan Change 2 to the Kapiti Coast District Plan 2021: <https://www.kapiticoast.govt.nz/council/forms-documents/district-plan/operative-plan-changes/plan-change-2-intensification/>

Recommendations

96. I recommend that:
- A. Submission S3.1 – Forest and Bird be **accepted in part**.
 - B. Submission S3.2 – Forest and Bird be **rejected**.
 - C. Rule ECO-R6 be amended as shown in **Appendix 2**.

Section 32AA Evaluation

97. In my opinion, the recommended amendments to rule ECO-R6 in response to matters raised by the submitter are more appropriate in achieving the objectives of the District Plan and the relevant higher-level statutory planning documents than the notified provisions. In particular, I consider that:
- (a) The recommended addition of the text to the rule specifying that Council may seek confirmation that an application qualifies for consideration as a controlled activity under this rule, including via obtaining an independent review by a suitably qualified and experienced person, will provide greater implementation certainty with respect to how the rule will be considered and applied by the Council. This improved clarity will result in more efficient and effective practical implementation of the rule by eliminating potential instances of dispute between applicants and the Council regarding the Council's authority to seek an independent review of the submitted information to confirm whether a proposal qualifies for consideration under the rule.
 - (b) The recommended amendment to rule ECO-R6 will not have any greater environmental, social, or cultural effects than the notified provisions. There may be economic benefits and reduced risk resulting from more efficient plan implementation arising from increased clarity to both the applicant and the Council that applications under the rule may be scrutinised to ensure they qualify for consideration as a controlled activity under section 104A(a) of the RMA.
 - (c) As demonstrated by the case study included in the section 32 evaluation, there may be environmental benefits resulting from independent review findings that the justification that the protected tree(s) sought to be modified is not valid, or not valid in part. This may result in the retention of significant indigenous vegetation that would otherwise be authorised for removal via controlled activity status.
 - (d) The recommended amendment will therefore more efficiently and effectively achieve the relevant objectives as set out in the section 32 evaluation and as set out in the Statutory Consideration section above, including those of the District Plan, the RPS, the NPS-IB, and the NZCPS.

ECO-Table 1

Matters Raised by Submitters

98. Submission S1.02 – Director General of Conservation supports the proposed amendment to ECO-Table 1 as the submitter considers it will ensure the smaller coastal species of Kānuka is protected under the general indigenous vegetation protection rules and standards. The submitter requests the proposed amendments to ECO-Table 1 be retained as notified.

Discussion

99. As described in the section 32 evaluation, the proposed amendment to ECO-Table 1 is to ensure the smaller coastal species of Kānuka is protected under the relevant rules and standards. This is currently a regulatory gap as the coastal species of Kānuka is a smaller species that does not grow to sufficient height or circumference to ever qualify for protection under the indigenous vegetation protection rules and standards. This was a matter identified by Dr Dijkgraaf in her ecological review and advice¹³.
100. The submitter's support for this proposed amendment is acknowledged, and accordingly I recommend the submission be **accepted**.

Recommendations

101. I recommend that submission S1.02 – Director General of Conservation be **accepted**.

All of PC-1F

Matters Raised by Submitters

102. Submission S2.1 – Waka Kotahi – New Zealand Transport Agency supports all of PC-1F. The submitter does not request any specific decision on the plan change.

Discussion

103. The submitter's support for PC-1F is acknowledged. Although no specific decision is requested by the submitter, it is noted the submitter supports the plan change as notified. As amendments are recommended to PC-1F in response to decisions requested by other submitters, it is recommended that submission S2.1 – Waka Kotahi – New Zealand Transport Agency be **accepted in part**.

Recommendations

104. I recommend that for the reasons specified above and in Appendix 1, submission S2.1 – Waka Kotahi – New Zealand Transport Agency be **accepted in part**.

¹³ At page 19.

Appendices

Appendix 1 - Recommendations on Submissions

The reasons and recommendations for each submission should be read in conjunction with the evaluation and discussion for each submission set out in s.42A report:

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments	Recommended Amendments to PC-1F?
1.1.1.1 Submitter 1 – Director-General of Conservation					1.1.1.2
S1.1	ECO-R6, standard 1.b.i.)	<p>Amend standard 1.b.i. as follows:</p> <p><i>the tree(s) presents a demonstrable imminent risk of serious harm to people or property a building(s) or risks significantly damaging surrounding protected vegetation; and</i></p> <p>Any other amendments that may be necessary or appropriate to address the Director-General's concerns.</p>	Accept	<p>It is agreed that the requested amendment to ECO-R6 Standard 1.b.i. would further strengthen this provision to ensure the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna.</p> <p>The amendment will reduce the risk of inappropriate and unanticipated adverse environmental effects as a result of plan implementation. This will ensure the district plan more effectively gives effect to the requirements of RMA section 6(c) of the RMA, the NPS-IB, and Policy 24 of the Regional Policy Statement for the Wellington Region 2013.</p> <p>Although the amendment may increase plan implementation costs to some landowners as a result of having to seek restricted discretionary resource consent rather than a controlled activity resource consent, this is appropriate when the Council is giving effect to the legal requirements of recognising and providing for a matter of national importance under section 6 of the RMA.</p> <p>The amendments will also ensure rule ECO-R6 will more effectively and efficiently achieve the relevant objectives of</p>	Yes

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments	Recommended Amendments to PC-1F?
				the District Plan, in particular objective DO-O2 – Ecology and Biodiversity.	
S1.2	ECO-Table 1	Retain as notified.	Accept	Support for the amendment to ECO-Table 1 is accepted.	No
1.1.1.3 Submitter 2 – Waka Kotahi – New Zealand Transport Agency					
S2.1	All of Plan Change 1F.	Not stated.	Accept in part	The submitter's support for PC-1F is acknowledged, however amendments are recommended to PC-1F in response to other submissions.	No
1.1.1.4 Submitter 3 – Forest and Bird					
S3.1	ECO-R6	Make Rule ECO-R6 a Restricted Discretionary Activity.	Accept in part	<p>It is agreed that it is appropriate to enable the Council with clearer authority to test the findings of an arborist report under rule ECO-R6, and to make a determination on whether or not an application meets the requirements to be considered a controlled activity under rule ECO-R6 or whether a restricted discretionary resource consent is required.</p> <p>It is not agreed that complete removal of controlled activity status is necessary or desirable on the basis that the Council still wishes to enable significant demonstrable imminent safety risks to people and buildings to be addressed via a guaranteed consent process. The retention of controlled activity status recognises the role landowners play as stewards of indigenous biodiversity, and provides for the social, economic, and cultural wellbeing of people as directed by the objective of the NPS-IB.</p>	Yes
S3.2	ECO-R6	Amend ECO-R6 to ensure it captures rare and threatened trees that occur in the	Reject	It is considered that amendments to Schedule 3 with respect to rare and threatened vegetation species would require the development of an evidence base that would not be practicable to achieve via PC-1F. It is also	No

Submission Point	Provision	Decision Requested	Section 42A Author's Recommendation	Section 42A Author's Reasons / Comments	Recommended Amendments to PC-1F?
		district.		considered that there would be potential natural justice and fair process issues due to the site-specific listings of rare and threatened species within Schedule 3 and the inability of directly affected property owners to be aware of and submit on proposed new additions to the schedule. Although the request to identify and protect all rare and threatened species in the District would be a worthwhile exercise for the protection of indigenous biodiversity, it is not practicable to achieve this via PC-1F.	

Appendix 2 – Recommended Amendments to PC-1F

ECO-R6	<p>The <i>modification of any indigenous vegetation</i>, that is:</p> <ol style="list-style-type: none"> 1. located within an <i>ecological site</i> listed in Schedule 1 <u>excluding trees on an urban environment allotment that are not listed in Schedule 2; or</u> 2. a <i>key indigenous tree species</i> listed in ECO-Table 1 and exceeds either of the maximum size criteria diameter or <i>height</i> (excluding trees planted by humans; <u>and excluding trees on an urban environment allotment that are not listed in Schedule 2); or</u> 3. a <i>key indigenous tree</i> listed in Schedule 2; or 4. a <i>rare and threatened vegetation species</i> listed in Schedule 3; or 5. in or within 20 metres of a <i>waterbody</i> or the coastal marine area where it is not within the <i>urban environment</i> (excluding planted vegetation); <p>is a <i>controlled activity</i> within the following <i>zones</i> and <i>precincts</i>:</p> <ul style="list-style-type: none"> • General Residential Zone • High Density Residential Zone • Ngārara Development Area • Waikanae North Development Area • Airport Zone • Town Centre Zone • Metropolitan Centre Zone • Hospital Zone • General Industrial Zone • Local Centre Zone • Mixed Use Zone • Rural Lifestyle Zone • Rural Eco-Hamlet Precinct • Future Urban Zone • Open Space Zone
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Controlled Activity	Standards	Matters of Control
	<p>1. The <i>modification of indigenous vegetation</i> must be limited to:</p> <ul style="list-style-type: none"> a. <u>up to a maximum of two <i>indigenous vegetation trees</i> within a five year period on an <i>allotment</i>; and</u> b. <i>modification of vegetation trees that is are damaged, dead or dying; or haves sustained storm damage; or is are fatally diseased such that:</i> <ul style="list-style-type: none"> a. the <i>indigenous vegetation</i> is no longer independently viable; or ii. <i>the tree(s) presents a demonstrable imminent risk of serious harm to people or property a <i>building(s)</i> or risks significantly damaging surrounding protected vegetation;</i> ii. <u>The demonstrable imminent risk of serious harm to people or <i>buildings</i> cannot be addressed via <i>trimming</i> under rule ECO-R3; and</u> iii. <u>an arborist who has attained the New Zealand Qualifications Authority National Certificate New Zealand Diploma in Arboriculture Level 4 6 or equivalent qualification has certified in writing that Conditions (i) <u>and</u> (ii) above is are met; or</u> b. c. <i>modification of planted <i>indigenous vegetation</i> where the applicant can demonstrate that it was not <u>legally</u></i> 	<ol style="list-style-type: none"> 1. The <u>necessity</u>, extent and method of the proposed vegetation removal <i>modification of indigenous <u>trees</u> to address the imminent demonstrated risk.</i> 2. The <u>species, size, location, and timing of planting of any plant species replacement <i>indigenous vegetation</i> to compensate remedy for the loss of indigenous <u>tree(s)</u> vegetation.</u> 3. Any remedial work necessary to restore the site after the <i>modification</i> activity is complete. 4. Public safety. 5. Measures to avoid, remedy or mitigate <i>effects</i> on <i>tāngata whenua</i> values. 6. <u>Methods and activities to ensure the maintenance of indigenous biodiversity.</u> 7. <u>Methods and activities to ensure positive ecological contributions of the modified <i>trees</i> on the application <i>property</i>.</u>

	<p><u>required to be</u> planted for ecological restoration or enhancement purposes or as a <i>biodiversity offset</i>.</p> <p>Note 1: For <i>notable trees</i> listed in Schedule 8 see TREE-R2, TREE-R3, and TREE-R4.</p> <p>Note 2: For the avoidance of doubt, the Council has the discretion to seek confirmation that an application qualifies for consideration under this rule, including via obtaining an independent review by a suitably qualified and experienced person of the arborist findings and certification provided by the applicant in accordance with standard 1.b.i and ii.</p> <p>Criteria for notification</p> <p>The written approval of persons will not be required and applications under this rule will not be served on any person or notified.</p>	
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Amend ECO-Table 1 as follows:

Common Name	Species	Māori Name	Dimensions That Relate to Rules	
			Diameter (circumference in cm)	Height (m)
White tea tree	Kunzea robusta or Kunzea amathicola	Kānuka	15.0 (47)	9
Coastal kānuka	<i>Kunzea amathicola</i>	Rawiritoa, kānuka	5.0 (15)	1
Kānuka	<i>Kunzea robusta</i>	Rawirinui, kānuka	15.0 (47)	3

Appendix 3 – Section 32 Evaluation Report

Please see here: <https://www.kapiticoast.govt.nz/media/yaiiobma/section-32-evaluation-report-on-proposed-plan-change-1f.pdf>

Appendix 4 – Ecology Report prepared by Dr Dijkgraaf

Please see here: <https://www.kapiticoast.govt.nz/media/3v2e4haq/proposed-plan-change-1f-section-32-report-appendix-1-ecology-report.pdf>

Appendix 5 - Submissions

1. Submission 1: Department of Conservation – Please see here:
<https://www.kapiticoast.govt.nz/media/d53hjmue/pc1f-submission-department-of-conservation.pdf>
2. Submission 2: Waka Kotahi NZ Transport Agency – Please see here:
<https://www.kapiticoast.govt.nz/media/cwvelrpt/pc1d-1f-1k-1l-submission-waka-kotahi.pdf>
3. Submission 3: Forest & Bird – Please see here:
<https://www.kapiticoast.govt.nz/media/po0jqnlr/pc1f-submission-forest-bird.pdf>

Appendix 6 – Confirmation of Forest & Bird withdrawal to be heard

From: Amelia Geary <A.Geary@forestandbird.org.nz>
Sent: Tuesday, April 30, 2024 11:46 AM
To: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: Re: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

Hi Aastha,

We are satisfied with the amendments proposed by the planning officer and on this basis no longer seek to be heard on our submission.

Regards,
Amelia

Amelia Geary
REGIONAL CONSERVATION MANAGER

Wellington, Horizons

Royal Forest and Bird Protection Society of New Zealand Inc.
Ground Floor . 205 Victoria St . PO Box 631 . Wellington . New Zealand
DD +64 4 801 2218

Please note, my days of work are generally Tuesday - Friday - 9am-2pm.

You can join Forest & Bird at www.forestandbird.org.nz

From: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Sent: Monday, 29 April 2024 14:02
To: Amelia Geary <A.Geary@forestandbird.org.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: RE: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

Kia ora Amelia,

I hope you are doing well.

Thank you for your recent response and suggested amendments to the Plan Change (PC-1F). We appreciate the effort you've put into working with us to address your concerns.

New standard (a)

The s32 response (page 36/37) to Forest & Birds submission considers clause (a) is appropriate in the context of trees that also meet standard (b). Forest & Bird would be satisfied with that approach.

However, the wording of the standards does not achieve this because there is no "and" between standard (a) and (b), and because of the 'or' at the end of (b) suggests that each standard is in the alternative (not just (c)). We accept that standard (c) is an alternative/separate situation that is not dependant on meeting (b).

I have discussed with our Planning Officer and my manager, and we agree that adding 'and' between subclauses a. and b. would improve the clarity of the rule.

Matters of control

The s32 report (page 9, at 3.5) sets out that the changes add to the matters of control to address potential adverse effects in indigenous biodiversity.

However, having considered the wording of these matters it is not clear that council has adequate scope in this respect. Key to this is that the proposed wording is limited to 'the extent and method of modification' considerations for 'replacement plantings' and ensuring 'maintenance'. There is no matter of control which gives council scope to consider "measures to address adverse effects on indigenous biodiversity" from the modification.

While this second matter would not be of such concern if standards (a) and (b) are required to both be met we would hope that this clarification is made to the matters regardless.

We are concerned that the submissions do not provide scope for the requested change to be made. Unfortunately for this reason we do not consider it would be appropriate for staff to recommend this suggested change to Council.

While this may be disappointing, we note from your reference to this second matter being of less concern if Council confirms standards (a) and (b) are required to both be met.

Accordingly, could you please confirm if you would be comfortable withdrawing your request to be heard (therefore enabling Council to decide on the plan change without a hearing) on the basis that Council rewords standard 1 (a) of Rule ECO-R6 to include the changes in red as follows (being deletion of full stop, and addition of a semi-colon and new word "and")?

1. The modification of indigenous vegetation must be limited to:

a. up to a maximum of two indigenous vegetation trees within a five year period on an allotment-; and

b. modification of vegetation trees that is are damaged, dead or dying; or have sustained storm damage; or is are fatally diseased such that: ...

Thank you for your continued collaboration, and we look forward to hearing from you soon.

Ngā mihi,
Aastha

Aastha Shrestha
Intermediate Policy Planner

Kāpiti Coast District Council
Tel 04 296 5436
Mobile 027 270 5042

www.kapiticoast.govt.nz

From: Aastha Shrestha
Sent: Wednesday, April 17, 2024 5:27 PM
To: Amelia Geary <A.Geary@forestandbird.org.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: RE: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

Hi Amelia,

Thank you for your response.

I really appreciate your willingness to work together in order to address Forest & Bird's concerns whilst avoiding the need for a hearing on the plan change.

I have forwarded your response to our Planning Officer with the points you've raised and will aim to provide you with a response by next week. We will ensure to carefully consider your proposed amendments to the draft s42A report.

I'll be in touch, and I'm open to arranging a discussion over the phone or via Teams if needed.

Thank you again for your cooperation and patience.

Kind regards,
Aastha

Aastha Shrestha
Intermediate Policy Planner

Kāpiti Coast District Council
Tel 04 296 5436
Mobile 027 270 5042

www.kapiticoast.govt.nz

From: Amelia Geary <A.Geary@forestandbird.org.nz>
Sent: Wednesday, April 17, 2024 2:40 PM
To: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: Re: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

Hi Aastha,

Sorry for the delay in responding on this matter, our planner has only just returned after a bout of COVID.

While Forest & Bird still has some concerns with the rule being a controlled activity, we are willing to work with you to avoid the need for hearing on this plan change.

Thank you for providing the draft s42A report to us. The recommendations go some way to addressing Forest & Bird's concerns and explaining the reasoning around not accepting other changes sought. However, Forest & Bird still has concerns with the proposed wording in accepting a controlled activity status. These two matters could be resolved as follows:

New standard (a)

The s32 response (page 36/37) to Forest & Birds submission considers clause (a) is appropriate in the context of trees that also meet standard (b). Forest & Bird would be satisfied with that approach.

However, the wording of the standards does not achieve this because there is no "and" between standard (a) and (b), and because of the 'or' at the end of (b) suggests that each standard is in the alternative (not just (c)). We accept that standard (c) is an alternative/separate situation that is not dependant on meeting (b).

Matters of control

The s32 report (page 9, at 3.5) sets out that the changes add to the matters of control to address potential adverse effects in indigenous biodiversity.

However, having considered the wording of these matters it is not clear that council has adequate scope in this respect. Key to this is that the proposed wording is limited to 'the extent and method of modification' considerations for 'replacement plantings' and ensuring 'maintenance'. There is no matter of control which gives council scope to consider "measures to address adverse effects on indigenous biodiversity" from the modification.

While this second matter would not be of such concern if standards (a) and (b) are required to both be met we would hope that this clarification is made to the matters regardless.

To be clear, Forest & Bird considers that its submission can be resolved on the wording recommended in the draft s42A with two additional amendments:

1. that to be considered under Rule 6, an applicant meeting standard (a) must also meet standard (b).

2. that the matters of control are amended to include: "measures to avoid, remedy or mitigate any adverse effects on indigenous biodiversity".

Please let me know if you would like to discuss matters further i.e. over the phone or Teams.

Regards,
Amelia

Amelia Geary
REGIONAL CONSERVATION MANAGER

Wellington, Horizons

Royal Forest and Bird Protection Society of New Zealand Inc.
Ground Floor . 205 Victoria St . PO Box 631 . Wellington . New Zealand
DD +64 4 801 2218

Please note, my days of work are generally Tuesday - Friday - 9am-2pm.

You can join Forest & Bird at www.forestandbird.org.nz

From: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Sent: Tuesday, 9 April 2024 16:41
To: Amelia Geary <A.Geary@forestandbird.org.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: RE: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

You don't often get email from aastha.shrestha@kapiticoast.govt.nz. [Learn why this is important](#)

Hi Amelia,

Thank you for your prompt response.

In the case where an applicant doesn't meet the controlled activity standards outlined in rule ECO-R6, the activity would be classified as restricted discretionary activity according to ECO-R7 within the District Plan.

You can refer to ECO-R7 in the [ECO – Ecosystems and Indigenous Biodiversity Chapter](#) of the District Plan.

Please let me know if you have any further questions.

Thank you.

Kind regards,

Aastha

Aastha Shrestha
Intermediate Policy Planner

Kāpiti Coast District Council
Tel 04 296 5436
Mobile 027 270 5042

www.kapiticoast.govt.nz

From: Amelia Geary <A.Geary@forestandbird.org.nz>
Sent: Tuesday, April 9, 2024 12:34 PM
To: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: Re: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

Hi Aastha,

We're just looking at this now. One question: If an applicant doesn't meet the controlled activity standards of this rule, what would the activity classification be under the Plan?

Thanks,
Amelia

Amelia Geary
REGIONAL CONSERVATION MANAGER

Wellington, Horizons

Royal Forest and Bird Protection Society of New Zealand Inc.
Ground Floor . 205 Victoria St . PO Box 631 . Wellington . New Zealand
DD +64 4 801 2218

Please note, my days of work are generally Tuesday - Friday - 9am-2pm.

You can join Forest & Bird at www.forestandbird.org.nz

From: Aastha Shrestha <Aastha.Shrestha@kapiticoast.govt.nz>
Sent: Friday, 5 April 2024 16:56
To: Amelia Geary <A.Geary@forestandbird.org.nz>
Cc: Jason Holland <Jason.Holland@kapiticoast.govt.nz>
Subject: Request for Response: Forest & Bird Submission on Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F)

You don't often get email from aastha.shrestha@kapiticoast.govt.nz. [Learn why this is important](#)

Tēnā koe Amelia,

I hope you are doing well. Thank you for providing Forest & Bird's submission on the Kapiti Coast District Council's Proposed Plan Change 1F (PC-1F) to its District Plan. It has been some time since the submission was made in August 2022, therefore I've provided this [link](#) to Forest & Bird's submission, and this [link](#) to the PC-1F webpage for your reference.

We have noted from the submission that Forest & Bird wishes to be heard in support of its submission on the plan change. As Forest & Bird is the only submitter that wishes to be heard, I am reaching out to provide you with the response that would be included in a section 42A report. Attached herewith is the response.

I would greatly appreciate it if you could please take the time to review the attached response, and considering the information provided, please formally advise whether Forest & Bird still intends to be heard in support of its submission. Please note that:

1. If Forest & Bird advises it no longer wishes to be heard, as no other submitter wishes to be heard, decisions on PC-1F and matters raised in submissions will be made by Council (i.e. a hearing will not be needed). When making its decisions, Council will consider a s.42A report on PC-1F that will include the attached response to the Forest and Bird's submission.
2. If Forest & Bird retain its request to be heard, Council may either make arrangements to organise a hearing of your submission, or (given the time and expense associated with organising a hearing for one submission) Council may decide to withdraw the Plan Change under clause 8D of Schedule 1.

Please feel free to reach out if you have any questions or concerns.

Looking forward to hearing from you at your earliest convenience.

Thank you.

Ngā mihi,
Aastha

Aastha Shrestha
Intermediate Policy Planner

Tel 04 296 5436
Mobile 027 270 5042

MEMO

TO	Kris Pervan, Group Manager Strategy and Growth
FROM	Jeanette Robinson, Intermediate Policy Planner
DATE	28 November 2022
SUBJECT	PC1M – Review of Bylaws amended in 2021/22

Purpose of this memo

To provide an overview of the outcome of a review of Council bylaws updated and amended in 2021 and 2022 to identify duplication and any inconsistencies with the District Plan (DP) that may have come about through this process.

For approval of the recommendations proposed as an outcome of this review

Background

Plan Change 1M is focussed on addressing inconsistency between the District Plan and any bylaws which were amended in 2021.

The following bylaws were updated and amended in 2021 and 2022:

- **Keeping of Animals, Bees and Poultry Bylaw 2021**
This bylaw replaced the Keeping of Animals, Bees & Poultry Bylaw 2010 and came into force on 1 January 2022;
- **Transport Bylaw 2022**
This bylaw replaced the Kapiti Coast District Council Traffic Bylaw 2010 and Kapiti Coast District Council General Bylaw 2010, and came into force on 3 March 2022; and
- **Beach Bylaw 2021**
This bylaw replaced the Kapiti Coast District Council Beach Bylaw 2009 and came into force on 1 June 2021

An overview of the outcome of the reviews of each of the bylaws is detailed below.

Keeping of Animals, Bees and Poultry Bylaw 2021

Bylaw definition of Urban Area - The main issue identified in January 2022 is that the Keeping of Animals, Bees & Poultry Bylaw 2021 does not currently manage the keeping of animals in two development areas – Ngārara and Waikanae North Development areas. This is due to a change in the bylaw definition of urban area. National Planning Standards (NPS) changes affected the District Plan structure and format inadvertently created a gap when the NPS required Development Zones to become Development Areas in the DP.

It has been recommended that the definition of urban area in the bylaw be amended through a bylaw technical amendment process to ensure that development areas are covered under the definition as intended.

The possibility of modifying and adding rules to the Ngārara and Waikanae North Development Areas of the DP through a plan change was considered however this was deemed inappropriate as it would require a further plan change if the bylaw definition is changed as a technical amendment which is what is recommended. This is also considered an inefficient option as it would require Council to invest staff time and budget preparing a

section 32 report, consulting with iwi and public on a draft, and proceeding through the formal statutory process.

The following definition is proposed to address this gap:

'Urban area: means any part of the District zoned as:

- i. Residential zones*
- ii. Commercial and mixed use zones;*
- iii. Industrial zones; and*
- iv. Development Areas within the Kapiti Coast District Plan.'*

Additional matters noted during the review associated with this bylaw, considered of less significance, are summarised below:

Poultry definition – there is potential for wider interpretation of the bylaw definition of poultry as this definition includes a partial qualifier relating to the purpose of keeping the poultry. It is recommended that the definition of poultry in the bylaw be amended through a bylaw technical amendment process to ensure it aligns with the District Plan.

Overall, no changes to the DP are sought as a result of updating the Keeping of Animals, Bees and Poultry Bylaw 2021 and the subsequent review of the DP provisions relating to this.

However, changes to the definitions for urban area and poultry through a bylaw technical amendment are recommended to ensure the bylaw and District Plan align.

Transport Bylaw 2022

Previously the Traffic Bylaw, the Transport Bylaw sets the requirements for parking and the control of vehicular or other traffic and activities on any road, public car park, reserve or any other public place owned or controlled by Council in the district.

Currently, there is some question regarding implementation and compliance issues relating to the parking of trucks in residential zones.

The DP includes non-complying activity rule TR-R16:

'Permanent parking (i.e. more than two times in any one week) for more than 12 consecutive hours of any registered heavy trade vehicle within the Residential Zones, Waikanae North Development Area, Ngārara Development Areas, or within 40 metres of a habitable building.'

The bylaw includes two sections relating to truck parking.

Section 7.2:

'No person shall park a heavy motor vehicle on any road or road margin without the prior written permission of an Authorised Officer.'

Section 19.2

'A Council may by resolution prohibit the parking of Heavy Motor Vehicles of a specified weight, class and size from parking overnight in certain roads, parts of roads or groups of roads.'

There is inconsistency between the DP and the bylaw provisions. The DP rule allows the parking of heavy vehicles in residential areas and includes provisions which are difficult to enforce. The bylaw provides more clarity relating to truck parking in residential areas and requires written permission to undertake heavy vehicle parking. The bylaw also provides opportunity for a resolution to prohibit the parking of heavy vehicles.

The possibility of modifying TR-R16 through a plan change was considered. However it was determined that the scale and significance associated with this issue is minor. Very few complaints are received relating to long term heavy vehicle parking and the few that have been received were easily resolved by Compliance and Enforcement staff.

Therefore, no changes to the DP are sought as a result of the updating of the Transport Bylaw 2022 and the subsequent review of the DP provisions relating to this. However, it is recommended that the issue be considered for a future omnibus plan change.

Beach Bylaw 2021

The Beach Bylaw 2021 replaces the Beach Bylaw 2009 and came into force on 1 June 2021.

A number of changes were made to the bylaw with the most significant being a lowering of the minimum infringement offence fine for driving on a beach where you are not permitted and establishing parking restrictions on the beaches where you are not permitted to drive.

A review of the bylaw did not identify any inconsistency issues with the District Plan. No changes to the DP or the bylaw are sought.

Recommendations:

1. The Keeping of Animals, Bees and Poultry Bylaw 2021 definition of 'urban area' be amended through a bylaw technical amendment process to include Development Areas under the definition as intended.
2. The Keeping of Animals, Bees and Poultry Bylaw 2021 definition of 'poultry' be amended through a bylaw technical amendment process to align with the District Plan definition of poultry.
3. That the necessity of District Plan rule TR-R16 be considered for inclusion in a future omnibus plan change.
4. That a report to Council in 2023 recommends that Council notes the outcomes of the review, and resolves that Plan Change 1M is not progressed.



Kris Pervan, General Manager, Strategy and Growth

12 December 2022

Date

9.2 KĀPITI HEALTH ADVISORY GROUP WORK PROGRAMME AND BUDGET FOR 2024/25

Kaituhi | Author: **Gina Anderson-Lister, Strategy Manager**

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

TE PŪTAKE | PURPOSE

- 1 This report seeks the Strategy, Operations and Finance Committee (SOF's) approval of the Kāpiti Health Advisory Group's (KHAG) work plan for 2024/25 and provides an update on budget considerations.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

- 3 The Strategy, Operations and Finance Committee may consider this matter under section C.1. of the Governance Structure and delegations 2022-2025.

TAUNAKITANGA | RECOMMENDATIONS

That the Strategy, Operations and Finance Committee:

- A. **Approve**, following endorsement by the Social Sustainability Subcommittee, the work plan for the Kāpiti Health Advisory Group for 2024/25.
- B. **Note** that budget considerations of up to \$5,000 will be funded within baseline funding held by the Strategy & Growth Group.

TŪĀPAPA | BACKGROUND

- 4 The Kāpiti Health Advisory Group (KHAG) has been in operation and supporting Council's work on identifying and advocating for health service improvements since 2017.
- 5 Over the last year the following decisions have occurred:
 - 5.1 In 2023, Council agreed that KHAG be refreshed to enable free and frank, independent advice to Council.
 - 5.2 In September 2023, following the Social Sustainability Subcommittee (SSSC) endorsement, the the Strategy, Operations and Finance Committee approved the new Terms of Reference for KHAG and 2023/24 work programme, establishing KHAG as an advisory group to Council, reporting through to the SSSC.
- 6 On 20 June 2024, the SSSC endorsed the updated work programme and recommended that Strategy, Operations and Finance (SOF) approve it.

HE KŌRERORERO | DISCUSSION

- 7 KHAG has made good progress on a number of areas of its work programme. Recent updates to the SSSC have noted:
 - 7.1 That the Access to Services Working Group has been progressing work on a compelling case for a 'polyclinic' facility, focusing on an expansion of the Kāpiti Health centre.

- 7.2 The Transport Working Group has been engaging with Te Whatu Ora Capital, Coast and Hutt Valley on options for additional transport services, with the offer of support for a business case.
- 7.3 The Mental Health Working Group has been engaging with Statistics New Zealand on data to gain a picture of mental health in Kāpiti and have been meeting with Tu Ora Compass Primary Health Organisation and Kāpiti Youth Support.
- 7.4 The Public Health Working Group has recruited public health experts and have supported recommendations to SSSC and SOF on smoking legislation change and media opportunities to promote vaccination.
- 7.5 The Children and Young People Working Group has been in contact with key stakeholder organisations with a brief questionnaire on key issues to inform its work.
- 8 Further updates provided for May 2024 are noted in the attached 2024/25 work programme document.
- 9 It is proposed that the work programme for 2024/25 will continue with the existing focus areas, looking to make further progress on these.

He take | Issues

- 10 KHAG's Terms of Reference notes that to will consider issues of relevance to Kāpiti as a whole. There is ongoing opportunity to gain better understanding work progressing in Otaki, and this is a priority for KHAG's engagement and next steps.

Ngā kōwhiringa | Options

- 11 There are no options proposed for consideration.

Mana whenua

- 12 KHAG's Terms of Reference acknowledges that KHAG will seek to build a relationship with Kāpiti iwi and mana whenua, subject to iwi capacity and preference.
- 13 Should additional members be considered necessary to represent specific interests at a future date, the Terms of Reference will be updated by joint agreement between KHAG and the SSSC.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 14 This matter does not contain outcomes and actions specifically related to sustainability or climate change goals. However, there will be opportunities to support the Council's climate change and sustainability goals in the development of the Health Strategy.

Ahumoni me ngā rawa | Financial and resourcing

- 15 Approval of the 2023/24 work programme noted we would come back on budget considerations. KHAG has been able to progress its 2023/24 work with minor financial support from the Strategy and Growth Group where necessary. However, KHAG would like to increase awareness activity in 2024/25. Council officers have considered the proposed budget and this can be covered within baseline funding by the Strategy and Growth Group.
- 16 This assumes:
 - 16.1 Council will continue to provide secretarial support to monthly meetings and will continue to host these in the Council Chambers.
 - 16.2 Any specific tasks undertaken at the request of Council will be funded by the Council to the extent agreed.

- 16.3 In the event that funds are needed for purposes that KCDC does not wish to fund, KHAG will attempt to fundraise through community sources.

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

- 17 There are no legal considerations for the purposes of this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 18 There is no direct policy impact from this paper. The work KHAG progresses will inform relevant policy development, including the Health Strategy.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 19 Engagement that KHAG is planning to undertake, in order to carry out its role, is outlined in the work plan. Where opportunities arise over the year for further engagement that may be significantly different from the activity outlined, the Group will make Council aware.
- 20 From time to time, the group will update its stakeholders on the work it is doing. Significant updates to stakeholders will follow updates to the SSSC or its Chair.

Te mahere tūhono | Engagement planning

- 21 No further engagement is planned.

Whakatairanga | Publicity

- 22 No further publicity is planned.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Draft 2024/25 Workprogramme and progress to date [↓](#)

**Work Programme : 2024/25 (as at May 2024)**

Working Group	Leader	Working Party	Proposed Activity
Access to Services	Ian	Jackie	Identify best option for development of health facility in Kāpiti
		Gina	Deliverable : Compelling case and proposal for development of facility
		Victor	Presentation to support engagement with stakeholders
		Sandra	Update May 2024 :
		Don	Good progress being made to develop case – expected completion July 2024. Further data being sought from Tu Ora Compass and Health New Zealand for evidence base.
			More services delivered at Kāpiti Health Centre
			Deliverable : Increase in range and volume of outpatient, mental health and other services at Kāpiti Health Centre
			Update May 2024
			Have met with relevant Health NZ staff to discuss future plans.

			Telehealth Deliverable : Adoption of more Telehealth services throughout Kāpiti including via Kāpiti Health Centre, Medical Centres and pharmacies.
			Update May 2024 One of barriers to extension of telehealth services is patients' lack of confidence in the approach. We continue to encourage Kapiti patients to use the services and promote benefits via Newsletter
			Improved Urgent Care in Kāpiti Deliverables : Extension to Ambulance Diversion Services Better access to after hours care Explore ways in which extended hours for urgent care can be delivered in Kāpiti Need for dedicated 24 hour Urgent Care in Kāpiti to be included as part of the compelling case for the development of the Kāpiti Health Centre
			Update May 2024 WFA to provide update prior to May meeting.
Mental Health	Graham	Clare	Identify additional and extra services required in Kāpiti Identify how these can be achieved

			<p>Deliverables</p> <p>Update May 2024</p> <p>Graham is continuing to work on getting an analysis of central govt administrative data through Stats NZ of the mental health landscape in Kapiti. Complicated process required to get approval – trying to get help with this. Meeting Tu Ora Compass (re KCHN) and KYS. Need to approach Mana Whenua or leave ethnicity data out of the analysis.</p>
Public Health	Don	<p>Iride</p> <p>Ron</p> <p>Barry</p>	<p>Identify how Public Health delivery in Kāpiti can be improved</p> <p>Update May 2024</p> <p>Group now has several public health experts working on the issues involved. Has identified a number of areas where they could usefully contribute and are working on what can be done on these.</p> <p>To recommend Mayor Holborow uses her weekly columns and other media opportunities to encourage parents to vaccinate against measles.</p>
Children and Young People	Liz	<p>Sandra</p> <p>Oli</p> <p>Janet</p>	<p>Identify how the health of children and young people in Kāpiti can be improved, including dental care, mental health care and services for schools</p> <p>Deliverables Programme of meetings and survey of Kapiti groups involved with children and young people to better understand health issues for young people.</p> <p>Update May 2024</p>

			Working at present to identify issues in our region. Have sent brief questionnaire to a number of organisations and will follow up with discussions.
Care of Older People			[On hold as other groups in Kāpiti currently providing good support to the Council]
Disabled People			[On hold as other groups in Kāpiti more able to provide input]
Communication	Sandra		<p>Ensuring Kāpiti residents are aware of the work of KCDC and KHAG in improving health services in Kāpiti</p> <p>Deliverables : Work with KCDC on promotion of Health Strategy, compelling case and other issues</p> <p>Update May 2024</p> <p>Newsletter sent out two monthly and continues to be well received with more than 2/3 of recipients opening each edition.</p> <p>Website to be updated and additional material added.</p>
Needs Assessment	Jackie		<p>Identifying the health needs of Kāpiti based on existing evidence</p> <p>Deliverables : Collation of existing data and information</p> <p>Accessing other sources of data</p> <p>Update May 2024</p>

			Further data received from Tu Ora Compass on health status and primary care in Kapiti. Seeking additional information from Health NZ.
Transport Sub Committee	Sandra	Kim Nye (ASK) Diana Kathy	Identifying ways to ensure Kapiti Residents are aware of ways to access transport to health services and producing material to assist Deliverables: Brochures and posters to replace existing collateral Update : Completed November 2023
			Update May 2024 Revisiting the possibility of a bus from Wellington Hospital that comes out once a day to take people to appointments from Kāpiti. Supporting Kapiti Carers and ASK to find more volunteers. To consider how we include Otaki in the mix for this work.
Locality Development			On hold as new Government works through plans for health sector

9.3 ELECTED MEMBERS' REMUNERATION, EXPENSES AND ALLOWANCES POLICY 2022-2025

Kaituhi | Author: **Anna Smith, Acting Team Leader Governance**

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

TE PŪTAKE | PURPOSE

- 1 This report asks Council to note the updated Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Elected members are remunerated in accordance with the provisions of schedule 7(Part 1(section 6)), of the Local Government Act 2002 (LGA) which states that the Remuneration Authority (the Authority) must determine remuneration, allowances and expenses of local body elected members. The Authority determines this by gazetting a determination annually ahead of or at the start of the new financial year. This year, the Authority has decided (from 1 July 2024 onwards) to apply a 3.7% increase to the governance remuneration pools, and a 3.7% increase to the annual remuneration of elected members of local authorities and community boards.
- 3 The Authority has also decided to maintain the current allowances and hearing fees as determined in 2022, and the vehicle-kilometre allowance covering the elected members of local authorities at the same level as the last local government determination in 2023. The vehicle-kilometre allowance reflects the current rates prescribed by the Inland Revenue Department.

TE TUKU HAEPAPA | DELEGATION

- 4 Under section A.2 of the 2022-2025 Triennium Governance Structure and Delegations, Council has the authority to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council notes the updated Elected Members' Remuneration, Expenses and Allowances Policy (as attached in Appendix 2 – Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025).

TŪĀPAPA | BACKGROUND

- 5 In accordance with the LGA, the Authority is the independent body responsible for setting remuneration for elected local body representatives and sets the amounts for reimbursement of costs met by members in undertaking their duties. Accordingly, the Authority provides local authorities with a determination annually that stipulates the parameters around remuneration, allowances and expenses payments to elected members. Within these parameters councils can develop their own policies ensuring that payment of allowances and expenses is:
 - 5.1 in line with legislation,
 - 5.2 related to the conduct of Council business by elected members while acting in their role,
 - 5.3 payable under clear rules communicated to all claimants
 - 5.4 oversighted by senior management and audit,

- 5.5 adequately documented (clear audit trail),
- 5.6 reasonable and conservative in line with public sector norms,
- 5.7 does not extend to any expenses related to electioneering.

Elected Members' Remuneration, Expenses and Allowances Policy 2022 - 2025

- 6 To give effect to the above, the Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 (the 'Policy') (appended to the report at Appendix 2) was adopted by Council on 26 January 2023 and provides a comprehensive overview of the remuneration, expenses and allowances payments to elected members.

The content of the Policy is informed by the annually gazetted determination of the Authority.

- 7 The determination prescribes the exact remuneration of the Mayor and community boards, and the expenses and allowances payments that elected members may claim. The determination also prescribes the minimum allowable remuneration for the councillor annual governance remuneration pool that territorial authorities can allocate amongst its councillors.
- 8 Council confirmed its proposed allocation of its governance remuneration pool for councillors (at that time set at \$545,969) for the 2022-2025 triennium at the 24 November 2022 Council meeting. The governance pool allocation was confirmed by the Authority in its amended determination in March 2023.
- 9 In June 2024, the Authority released its latest annual determination, the Local Government Members (2024/2025) Determination 2024 (appended to the report as Appendix 1), covering the period 1 July 2024 to 30 June 2025.
- 10 The Authority decided in its latest determination to:
 - 10.1 Apply a 3.7% increase to the governance remuneration pools which cover the councillors of each local authority
 - 10.2 Apply a 3.7% increase to the annual remuneration of elected members of local authorities and community boards
 - 10.3 Maintain all allowances and hearing fees covering elected members of local authorities at the same levels as the last local government determination
 - 10.4 Maintain the vehicle-kilometre allowance, which reflects the current rates prescribed by the Inland Revenue Department at the time that this determination was made.

HE KÖRERORERO | DISCUSSION

He take | Issues

Remuneration of Mayor & Councillors

- 11 The Authority has confirmed the Mayor's remuneration will increase by 3.7% to \$150,975 and the governance remuneration pool to \$566,170.
- 12 The Authority has further confirmed the remuneration of councillors will also increase by 3.7% effective from 1 July 2024 as shown in the table below.

Tier	Office	Annual Remuneration
Tier 1	Mayor – set by the Authority and not included in the governance remuneration pool	\$150,975
Tier 2	Deputy Mayor	\$68,746
Tier 3	Chair of Strategy, Operations and Finance Committee	\$62,183
Tier 4	Deputy Chair of Strategy, Operations and Finance Committee Chair of Social Sustainability Subcommittee Chair of Climate and Environment Subcommittee	\$59,072
Tier 5	Chair of the Grants Allocation Subcommittee	\$54,924
Tier 6	Councillors with additional responsibilities relating to appointments to community boards, advisory groups and other external bodies.	\$50,776
Tier 7	Councillors with no additional responsibilities – minimum allowable remuneration <i>Note: Under the Governance Structure and Delegations 2022-2025 Triennium, no appointments are remunerated at this level.</i>	\$40,406

Remuneration of Community Board Members

- 13 The Authority has increased the remuneration of all community board members of the Kāpiti Coast District by 3.7 percent effective from 1 July 2024 to the amount shown in the table below.

Office	Annual Remuneration
Ōtaki Community Board	
Chairperson	\$16,138
Member	\$8,069
Paekākāriki Community Board	
Chairperson	\$8,547
Member	\$4,273
Paraparaumu Community Board	
Chairperson	\$20,599
Member	\$10,299
Raumati Community Board	
Chairperson	\$15,696
Member	\$7,848
Waikanae Community Board	
Chairperson	\$18,737
Member	\$9,368

Ngā kōwhiringa | Options

- 14 There are no options to consider in this report.

Mana whenua

- 15 Mana whenua remuneration is not set by the Authority and is instead met by operational budget.
- 16 At the start of the triennium, at the 24 November 2022 Council meeting, Council agreed that mana whenua representatives appointed to Council be remunerated on an equivalent basis to the remuneration of councillors under the Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 at a rate of \$48,964 per annum (the same level as a Tier 6 Councillor) for their attendance at Council, Committee and Subcommittee meetings.
- 17 It has been communicated to our mana whenua partners that the latest determination of the Authority increases the remuneration of elected members of Kāpiti Coast District Council by 3.7% and as such, the rate for mana whenua representatives also increases to \$50,776.00 per annum effective from 1 July 2024.

Panonitanga āhuarangi | Climate change and Environment

- 18 There are no climate change and environment considerations arising from this report.

Ahumoni me ngā rawa | Financial and resourcing

- 19 The latest determination of the Authority signifies an increase in the budget required for elected member remuneration as indicated in the body of the report. This has been communicated with the relevant teams at Council and provisions for the increase have been made.

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

- 20 There are no additional legal considerations or organisational risks arising from this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 22 The Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 has been updated and is appended to the report in Appendix 2.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 23 An engagement plan is not required.

Whakatairanga | Publicity

- 24 The signed updated Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 will be made available on Council's website after the meeting

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Local Government Members (2024/25) Determination 2024 [↓](#)
2. Elected Members Remuneration, Expenses and Allowances Policy 2022-2025 [↓](#)

17/06/2024
PCO 26494/6.0

Local Government Members (2024/25) Determination 2024

This determination is made by the Remuneration Authority under the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002, after having regard to the matters specified in clause 7 of that schedule.

Contents		Page
1	Title	2
2	Commencement	2
3	Expiry	2
<i>Interpretation</i>		
4	Interpretation	2
5	Meaning of hearing	2
6	Meaning of hearing time	3
<i>Entitlement to remuneration, allowances, and hearing fees</i>		
7	Remuneration, allowances, and hearing fees payable	3
8	Acting mayor or chairperson	4
9	Motor vehicles for mayors and regional council chairpersons	4
<i>Allowances</i>		
10	Definition of member	6
11	Vehicle-kilometre allowance	6
12	Travel-time allowance	7
13	ICT allowances	8
14	Childcare allowance	9
<i>Hearing fees</i>		
15	Fees related to hearings	10
<i>Revocation</i>		
16	Revocation	10
Schedule Remuneration		11

1

1 Title

2 Commencement

3 Expiry

Interpretation

In this determination, unless the context otherwise requires,—

(b) a local board of the Auckland Council

hearing has the meaning given to it by clause 5

hearing time has the meaning given to it by clause 6

local authority means a regional council or a territorial authority

member means, in relation to a local authority or a board, a person who is declared to be elected to that local authority or board under the Local Electoral Act 2001 or who, as the result of further election or appointment under that Act or the Local Government Act 2002, is an office holder in relation to the local authority or board (for example, a chairperson)

on local authority business includes on the business of any board of the local authority

regional council means a regional council named in Part 1 of Schedule 2 of the Local Government Act 2002

RMA means the Resource Management Act 1991

territorial authority means a territorial authority named in Part 2 of Schedule 2 of the Local Government Act 2002.

In this determination, **hearing** means—

Local Government Members (2024/25) Determination
2024

cl 7

- (a) a hearing arising from a resource consent application made under section 88 of the RMA; or
- (b) a meeting for determining a resource consent application without a formal hearing; or
- (c) a hearing arising from a notice of requirement (including one initiated by the local authority); or
- (d) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (a) or (c); or
- (e) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
- (f) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
- (g) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

6 Meaning of hearing time

In this determination, **hearing time** means the time spent on any of the following:

- (a) conducting a hearing;
- (b) formal deliberations to decide the outcome of a hearing;
- (c) participating in an official group site inspection related to a hearing;
- (d) determining a resource consent application where a formal hearing does not take place;
- (e) preparing for a hearing and participating in any inspection of a site for the purposes of a hearing (other than an official group site inspection under paragraph (c));
- (f) writing a decision arising from a hearing or communicating for the purpose of the written decision.

Entitlement to remuneration, allowances, and hearing fees

7 Remuneration, allowances, and hearing fees payable*Remuneration*

- (1) A member of a local authority or a board of that local authority is entitled to the applicable remuneration set out in the Schedule (adjusted under clause 9, if applicable).
- (2) If a member of a territorial authority is also elected or appointed to a board, the member is entitled only to the remuneration that is payable to the member as a member of the territorial authority.

3

cl 8 **Local Government Members (2024/25) Determination**
2024

Allowances and hearing fees

- (3) A member of a local authority or a board is also entitled to—
- (a) the applicable allowances payable under clauses 11 to 14;
 - (b) the applicable hearing fees payable under clause 15.

8 Acting mayor or chairperson

- (1) This clause applies to a member who acts as a mayor or chairperson during a period when, because of a vacancy or temporary absence, the local authority is not paying the remuneration or allowances that it would usually pay to the mayor or chairperson.
- (2) While the member is acting as mayor or chairperson, the local authority must pay the member the remuneration and allowances usually payable to the mayor or chairperson, instead of the member's usual remuneration, allowances, and hearing fees.

9 Motor vehicles for mayors and regional council chairpersons

- (1) A local authority may provide to the mayor or regional council chairperson of the local authority—
- (a) a motor vehicle (which may be provided for restricted private use, partial private use, or full private use); or
 - (b) a vehicle-kilometre allowance under clause 11.
- (2) If a local authority provides a motor vehicle to a mayor or regional council chairperson during the determination term, the maximum purchase price that the local authority may pay for the motor vehicle is,—
- (a) in the case of a petrol or diesel vehicle, \$55,000; and
 - (b) in the case of an electric or a hybrid vehicle, \$68,500.
- (3) If a local authority provides a motor vehicle to a mayor or regional council chairperson for restricted private use, the local authority must not make a deduction from the annual remuneration payable to the mayor or regional council chairperson under the Schedule for the provision of that motor vehicle.
- (4) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use or full private use,—
- (a) the local authority must adjust the annual remuneration payable to the mayor or regional council chairperson under the Schedule in accordance with subclause (5) or (6) (as applicable); and
 - (b) the adjustment must take effect on and from—
 - (i) the date of commencement of this determination (in the case of a motor vehicle provided to the person before that date); or
 - (ii) the date of provision of the motor vehicle to the person (in the case of a motor vehicle provided during the determination term).

Local Government Members (2024/25) Determination
2024

cl 9

- (5) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 10\%$$

where v means the purchase price of the vehicle.

- (6) If a local authority provides a motor vehicle to a mayor or regional council chairperson for full private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 20\%$$

where v means the purchase price of the vehicle.

- (7) In this clause,—

full private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is available for the mayor's or regional council chairperson's unrestricted private use; and
- (c) the vehicle is used by the mayor or regional council chairperson for both local authority business and private use; and
- (d) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson

partial private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is used by the mayor or regional council chairperson for both local authority business and private purposes; and
- (c) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson; and
- (d) all travel in the vehicle is recorded in a logbook; and
- (e) the use of the vehicle for private purposes accounts for no more than 10% of the distance travelled in the vehicle in a year

purchase price means the amount paid for the vehicle,—

- (a) including goods and services tax and any on-road costs; and
- (b) after deducting the amount of any rebate that applies under the clean car discount scheme in respect of the purchase of the vehicle

5

cl 10 **Local Government Members (2024/25) Determination**
2024

restricted private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
- (c) the vehicle is used solely for local authority business; and
- (d) all travel in the vehicle is recorded in a logbook.

Allowances

10 Definition of member

For the purposes of payment of allowances under clauses 11 to 14, **member**, in relation to a territorial authority, includes a member of a board of the territorial authority.

11 Vehicle-kilometre allowance

- (1) A local authority may pay to a member a vehicle-kilometre allowance to reimburse that member for costs incurred in relation to eligible travel.
- (2) A member's travel is eligible for the allowance if—
 - (a) it occurs at a time when the member is not provided with a motor vehicle by the local authority; and
 - (b) the member is travelling—
 - (i) in a private vehicle; and
 - (ii) on local authority business; and
 - (iii) by the most direct route that is reasonable in the circumstances.
- (3) The allowance payable to a member for eligible travel is,—
 - (a) for a petrol or diesel vehicle,—
 - (i) 95 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 34 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term;
 - (b) for a petrol hybrid vehicle,—
 - (i) 95 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 20 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term;
 - (c) for an electric vehicle,—
 - (i) 95 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and

Local Government Members (2024/25) Determination
2024

cl 12

- (ii) 11 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.
- (4) However, if a member of a local authority travels from a place where the member permanently or temporarily resides that is outside the local authority area, to the local authority area on local authority business, the member is only eligible for a vehicle-kilometre allowance for eligible travel after the member crosses the boundary of the local authority area.
- (5) Subclause (4) does not apply to the payment of a vehicle-kilometre allowance by a local authority to a member who permanently or temporarily resides outside the local authority area if—
 - (a) the member's primary place of residence was outside the local authority area at the time of the local election, or an exceptional circumstance beyond the member's control requires them to move outside the local authority area; and
 - (b) the Remuneration Authority determines, on an application from the member and having considered the recommendation of the mayor or regional council chairperson, that subclause (4) does not apply.

12 Travel-time allowance

- (1) A local authority may pay a member (other than a mayor or a regional council chairperson) an allowance for eligible travel time.
- (2) A member's travel time is eligible for the allowance if it is time spent travelling within New Zealand—
 - (a) on local authority business; and
 - (b) by the quickest form of transport that is reasonable in the circumstances; and
 - (c) by the most direct route that is reasonable in the circumstances.
- (3) The travel-time allowance is \$40 for each hour (pro-rated in the case of a part of an hour) of eligible travel time after the first hour of eligible travel time travelled in a day.
- (4) However, if a member of a local authority permanently or temporarily resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel-time allowance for eligible travel time—
 - (a) after the member crosses the boundary of the local authority area; and
 - (b) after the first hour of eligible travel time within the local authority area.
- (5) Subclause (4) does not apply to the payment of a travel-time allowance by a local authority to a member who permanently or temporarily resides outside the local authority area if—

7

cl 13 **Local Government Members (2024/25) Determination**
2024

- (a) the member's primary place of residence was outside the local authority area at the time of the local election, or an exceptional circumstance beyond the member's control requires them to move outside the local authority area; and
 - (b) the Remuneration Authority determines, on an application from the member and having considered the recommendation of the mayor or regional council chairperson, that subclause (4) does not apply.
- (6) The maximum total amount of travel-time allowance that a member may be paid for eligible travel in a 24-hour period is 8 hours.
- (7) Despite subclause (1), the Chatham Islands Council may pay the Mayor of the Chatham Islands Council an allowance for eligible travel time.

13 ICT allowances*Member uses local authority's ICT*

- (1) If a local authority supplies ICT to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.

Member uses own equipment and consumables

- (2) If a local authority determines that a member requires particular ICT equipment to perform their functions and requests that the member use their own equipment for those purposes, the local authority may pay an allowance.
- (3) The matters for which the local authority may pay an allowance, and the amounts that the local authority may pay for the determination term, are as follows:
- (a) for the use of a personal computer, tablet, or laptop, including any related docking station, \$400;
 - (b) for the use of a multi-functional or other printer, \$50;
 - (c) for the use of a mobile telephone, \$200;
 - (d) for the use of ICT consumables, up to \$200.

Member uses own services

- (4) If a local authority requests a member to use the member's own internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of up to \$800 for the determination term.
- (5) If a local authority requests a member to use the member's own mobile telephone service for the purpose of the member's work on local authority business, the member is entitled, at the member's option, to—
- (a) an allowance for that use of up to \$500 for the determination term; or
 - (b) reimbursement of actual costs of telephone calls made on local authority business on production of the relevant telephone records and receipts.

Local Government Members (2024/25) Determination
2024

cl 14

Pro-rating

- (6) If the member is not a member for the whole of the determination term, subclauses (3) to (5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

where—

- a is the number of days that the member held office in the determination term
- b is the number of days in the determination term
- c is the relevant amount specified in subclauses (3) to (5).
- (7) The Remuneration Authority may approve rules proposed by a local authority to meet the costs of installing and running special ICT where, because of distance or restricted access, normal communications connections are not available.
- (8) In this clause, **ICT** means information or communication technology, including—
- (a) ICT equipment (for example, a mobile telephone and a laptop computer); and
 - (b) ICT services (for example, a mobile telephone service and an internet service); and
 - (c) ICT consumables (for example, printer or photocopy paper and ink cartridges).

14 Childcare allowance

- (1) A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance for childcare provided for a child only if—
- (a) the member is a parent or guardian of the child or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is under 14 years of age; and
 - (c) the childcare is provided by a person who—
 - (i) is not a parent of the child or a spouse, civil union partner, or de facto partner of the member; and
 - (ii) does not ordinarily reside with the member; and
 - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

9

cl 15 **Local Government Members (2024/25) Determination**
2024

- (3) A local authority must not pay childcare allowances to a member that total more than \$6,000 per child during the determination term.

Hearing fees

15 Fees related to hearings

- (1) A member of a local authority or member of a board who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$116 per hour of hearing time related to the hearing.
- (2) A member of a local authority or member of a board who is not the chairperson of a hearing is entitled to be paid a fee of up to \$93 per hour of hearing time related to the hearing.
- (3) For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
- (4) This clause does not apply to—
- (a) a mayor or a member who acts as mayor and is paid the mayor's remuneration and allowances under clause 8(2); or
 - (b) a chairperson of a regional council or a member who acts as chairperson of a regional council and is paid the chairperson's remuneration and allowances under clause 8(2).

Revocation

16 Revocation

The Local Government Members (2023/24) Determination 2023 (SL 2023/142) is revoked.

Local Government Members (2024/25) Determination
2024

Schedule

**Schedule
Remuneration**

cl 7(1)

**Part 1
Remuneration of members of regional councils****Bay of Plenty Regional Council**

Office	Annual remuneration (\$)
Regional Council Chairperson	158,165
Regional Council Deputy Chairperson	82,964
Committee Chairs (6)	72,590
Councillor with no additional responsibilities	63,801
Councillor (minimum allowable remuneration)	56,542

Canterbury Regional Council

Office	Annual remuneration (\$)
Regional Council Chairperson	186,660
Regional Council Deputy Chairperson	124,440
Councillor with no additional responsibilities	74,107
Councillor (minimum allowable remuneration)	66,845

Hawke's Bay Regional Council

Office	Annual remuneration (\$)
Regional Council Chairperson	148,043
Regional Council Deputy Chairperson	69,186
Corporate and Strategic Committee Chairperson	69,186
Environment and Integrated Catchments Committee Chairperson	69,186
Regional Transport Committee Chairperson	69,186
Clifton to Tangoio Coastal Hazards Strategy Joint Committee Chairperson	69,186
Councillor appointed as director of Hawke's Bay Regional Investment Company Ltd	69,186
Councillor with no additional responsibilities	63,257
Councillor (minimum allowable remuneration)	60,378

Manawatū–Whanganui Regional Council

Office	Annual remuneration (\$)
Regional Council Chairperson	153,365
Regional Council Deputy Chairperson	63,907
Audit, Risk, and Investment Committee Chair	61,351
Audit, Risk, and Investment Committee Deputy Chair	51,126
Integrated Catchment Committee Chair	61,351
Integrated Catchment Committee Deputy Chair	58,795

11

Local Government Members (2024/25) Determination 2024	
Schedule	
Office	Annual remuneration (\$)
Passenger Transport Committee Chair	61,351
Passenger Transport Committee Deputy Chair	51,126
Manawatū River Users' Advisory Group Chair	51,126
Councillor with no additional responsibilities	51,126
Councillor (minimum allowable remuneration)	50,825
Northland Regional Council	
Office	Annual remuneration (\$)
Regional Council Chairperson	138,846
Regional Council Deputy Chairperson	87,685
Chair of Regional Transport Committee and Infrastructure Committee	75,759
Chair of Whangarei Public Transport Working Party	74,515
Chair of Audit, Risk, and Finance Committee	73,892
Councillor with no additional responsibilities	72,648
Councillor (minimum allowable remuneration)	55,697
Otago Regional Council	
Office	Annual remuneration (\$)
Regional Council Chairperson	158,538
Regional Council Deputy Chairperson	88,009
Councillor with no additional responsibilities	67,405
Councillor (minimum allowable remuneration)	52,714
Southland Regional Council	
Office	Annual remuneration (\$)
Regional Council Chairperson	134,223
Regional Council Deputy Chairperson and Chair of Regional Transport Committee	65,606
Chair, Strategy and Policy Committee	60,920
Chair, Regulatory Committee	56,234
Chair, Regional Services Committee	56,234
Chair, Finance and Performance Committee	56,234
Councillor with no additional responsibilities	46,862
Councillor (minimum allowable remuneration)	39,186
Taranaki Regional Council	
Office	Annual remuneration (\$)
Regional Council Chairperson	116,379
Regional Council Deputy Chairperson	56,543
Chairperson of Policy and Planning Committee	56,543
Chairperson of Operations and Regulatory Committee	56,543
Chairperson of Executive, Audit and Risk Committee	56,543
Chairperson of Regional Transport Committee	45,773

Local Government Members (2024/25) Determination 2024		Schedule
Office	Annual remuneration (\$)	
Chairperson of Taranaki Solid Waste Management Committee	45,773	
Chairperson of Yarrow Stadium Joint Committee	45,773	
Taranaki Regional Council Agriculture Portfolio Holder	45,773	
Councillor with no additional responsibilities	40,926	
Councillor (minimum allowable remuneration)	38,880	

Waikato Regional Council

Office	Annual remuneration (\$)	
Regional Council Chairperson	169,294	
Regional Council Deputy Chairperson	86,693	
Committee Chairperson A (Strategy and Policy Committee and Integrated Catchment Management Committee) (2)	80,024	
Committee Chairperson B (Regional Transport Committee, Finance and Services Committee, Environmental Performance Committee, Climate Action Committee) (4)	76,690	
Deputy Chairperson of Integrated Catchment Management Committee	73,355	
Deputy Chairperson of Committees (Finance and Services Committee, Strategy and Policy Committee, Environmental Performance Committee, Climate Action Committee) (4)	68,688	
Councillor with no additional responsibilities	66,687	
Councillor (minimum allowable remuneration)	60,810	

Wellington Regional Council

Office	Annual remuneration (\$)	
Regional Council Chairperson	183,144	
Regional Council Deputy Chairperson, with committee chairperson responsibilities	99,864	
Chair, Environment Committee and Climate Committee	89,312	
Chair, Te Tiriti o Waitangi Committee	89,312	
Chair, Transport Committee	89,312	
Chair, Chief Executive Employment Review Committee	85,739	
Chair, Hutt Valley Flood Management Subcommittee	85,739	
Co-Chair, Te Upoko Taiao–Natural Resources Plan Committee	85,739	
Councillor with no additional responsibilities	71,449	
Councillor (minimum allowable remuneration)	65,577	

West Coast Regional Council

Office	Annual remuneration (\$)	
Regional Council Chairperson	100,238	
Regional Council Deputy Chairperson and Chair of Resource Management Committee	65,154	
Chair of Risk and Assurance Committee, Chair of Remuneration and Employment Committee, and Chair of Infrastructure Governance Committee	58,639	
Councillor with no additional responsibilities	54,604	

Local Government Members (2024/25) Determination 2024	
Schedule	
Office	Annual remuneration (\$)
Councillor (minimum allowable remuneration)	38,485

Part 2
**Remuneration of members of territorial authorities and their
community or local boards**

Ashburton District Council

Office	Annual remuneration (\$)
Mayor	137,600
Deputy Mayor	82,963
Councillor with no additional responsibilities	47,986
Councillor (minimum allowable remuneration)	30,946

Methven Community Board

Office	Annual remuneration (\$)
Chairperson	5,990
Member	2,995

Auckland Council

Office	Annual remuneration (\$)
Mayor	306,952
Deputy Mayor	168,817
Chair, Committee of the Whole (2)	144,649
Deputy Chair, Committee of the Whole (3)	135,115
Chair, Decision-making Committee (4)	135,763
Deputy Chair, Decision-making Committee (4)	134,078
Chair, Other Committee	134,596
Deputy Chair, Audit and Risk Committee	132,522
Chief Liaison Councillor (Advisory Panels)	132,522
Portfolio Leader	122,153
Councillor appointed as director of Auckland Transport (2)	111,782
Councillor (minimum allowable remuneration)	111,782

Albert–Eden Local Board

Office	Annual remuneration (\$)
Chairperson	100,660
Deputy Chairperson	60,396
Member	50,330

Aotea/Great Barrier Local Board

Office	Annual remuneration (\$)
Chairperson	62,282

Local Government Members (2024/25) Determination 2024		Schedule
Office	Annual remuneration (\$)	
Deputy Chairperson	37,369	
Member	31,141	
<i>Devonport–Takapuna Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	94,728	
Deputy Chairperson	56,837	
Member	47,364	
<i>Franklin Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	99,000	
Deputy Chairperson	59,400	
Member	49,500	
<i>Henderson–Massey Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	110,877	
Deputy Chairperson	66,526	
Member	55,439	
<i>Hibiscus and Bays Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	101,252	
Deputy Chairperson	60,751	
Member	50,626	
<i>Howick Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	106,027	
Deputy Chairperson	63,616	
Member	53,014	
<i>Kaipātiki Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	100,451	
Deputy Chairperson	60,271	
Member	50,226	
<i>Māngere–Ōtāhuhu Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	111,623	
Deputy Chairperson	66,974	

Schedule		Local Government Members (2024/25) Determination 2024	
Office		Annual remuneration (\$)	
Member		55,811	
<i>Manurewa Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		110,241	
Deputy Chairperson		66,145	
Member		55,121	
<i>Maungakiekie–Tāmaki Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		104,595	
Deputy Chairperson		62,757	
Member		52,297	
<i>Ōrākei Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		97,975	
Deputy Chairperson		58,785	
Member		48,987	
<i>Ōtara–Papatoetoe Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		111,174	
Deputy Chairperson		66,704	
Member		55,587	
<i>Papakura Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		101,746	
Deputy Chairperson		61,048	
Member		50,873	
<i>Puketāpapa Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		97,003	
Deputy Chairperson		58,202	
Member		48,502	
<i>Rodney Local Board</i>			
Office		Annual remuneration (\$)	
Chairperson		97,097	
Deputy Chairperson		58,258	
Member		48,549	

Local Government Members (2024/25) Determination 2024		Schedule
<i>Upper Harbour Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	95,832	
Deputy Chairperson	57,499	
Member	47,916	
<i>Waiheke Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	73,326	
Deputy Chairperson	43,996	
Member	36,663	
<i>Waitākere Ranges Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	94,882	
Deputy Chairperson	56,929	
Member	47,441	
<i>Waitemātā Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	105,471	
Deputy Chairperson	63,283	
Member	52,736	
<i>Whau Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	103,106	
Deputy Chairperson	61,863	
Member	51,553	
Buller District Council		
Office	Annual remuneration (\$)	
Mayor	120,018	
Deputy Mayor	37,332	
Councillor with no additional responsibilities	33,219	
Councillor (minimum allowable remuneration)	24,515	
<i>Inangahua Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,945	
Member	3,973	

Local Government Members (2024/25) Determination 2024	
Schedule	
Carterton District Council	
Office	Annual remuneration (\$)
Mayor	104,079
Deputy Mayor	51,845
Councillor with no additional responsibilities	26,187
Councillor (minimum allowable remuneration)	20,092
Central Hawke's Bay District Council	
Office	Annual remuneration (\$)
Mayor	123,685
Deputy Mayor	59,109
Portfolio Leads (7)	43,489
Councillor (minimum allowable remuneration)	32,563
Central Otago District Council	
Office	Annual remuneration (\$)
Mayor	125,312
Deputy Mayor, Planning and Regulatory Portfolio Lead, and Cromwell Community Board Member	41,798
3 Waters and Waste Portfolio Lead	31,066
Community Vision and Experience Portfolio Lead, Vincent Community Board Member, Vincent Community Board Chair, and Audit and Risk Member	42,927
Roading Portfolio Lead and Maniototo Community Board Member	33,608
Councillor and Cromwell Community Board Member (2)	33,325
Councillor, Vincent Community Board Member, and Audit and Risk Member	36,149
Councillor and Vincent Community Board Member	33,325
Councillor, Teviot Valley Community Board Member, and Audit and Risk Member	33,608
Councillor with no additional responsibilities	28,242
Councillor (minimum allowable remuneration)	28,188
Cromwell Community Board	
Office	Annual remuneration (\$)
Chairperson	15,812
Member	7,906
Maniototo Community Board	
Office	Annual remuneration (\$)
Chairperson	7,668
Member	3,834

Local Government Members (2024/25) Determination 2024		Schedule
<i>Teviot Valley Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,668	
Member	3,834	
<i>Vincent Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	17,011	
Member	8,505	
<i>Chatham Islands Council</i>		
Office	Annual remuneration (\$)	
Mayor	59,532	
Deputy Mayor	25,168	
Councillor/Civil Defence Emergency Group (7)	18,892	
Councillor (minimum allowable remuneration)	14,274	
<i>Christchurch City Council</i>		
Office	Annual remuneration (\$)	
Mayor	207,400	
Deputy Mayor	140,300	
Councillor with no additional responsibilities	122,000	
Councillor (minimum allowable remuneration)	103,988	
<i>Te Pātaka o Rākaihautū Banks Peninsula Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	21,899	
Member	10,950	
<i>Waihoru Spreydon–Cashmere–Heathcote Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	56,164	
Member	28,082	
<i>Waimāero Fendalton–Waimairi–Harewood Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	53,513	
Member	26,757	
<i>Waipapa Papanui–Innes–Central Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	51,097	
Member	25,549	

Schedule	Local Government Members (2024/25) Determination 2024	
<i>Waipuna Halswell–Hornby–Riccarton Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson		55,158
Member		27,579
<i>Waitai Coastal–Burwood–Linwood Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson		53,719
Member		26,859
Clutha District Council		
Office	Annual remuneration (\$)	
Mayor		129,250
Deputy Mayor		35,874
Committee Chairperson (3)		34,164
Executive Committee Member (3)		29,040
Councillor with no additional responsibilities		25,623
Councillor (minimum allowable remuneration)		22,595
<i>Lawrence–Tuapeka Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson		6,469
Member		3,234
<i>West Otago Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson		7,668
Member		3,834
Dunedin City Council		
Office	Annual remuneration (\$)	
Mayor		178,756
Deputy Mayor		110,172
Chair (7)		93,479
Deputy Chair (4)		80,125
Councillor with no additional responsibilities		75,451
Councillor (minimum allowable remuneration)		66,556
<i>Mosgiel–Taieri Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson		21,352
Member		10,676

Local Government Members (2024/25) Determination 2024		Schedule
<i>Otago Peninsula Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,031	
Member	9,016	
<i>Saddle Hill Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,268	
Member	9,134	
<i>Strath Taieri Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	16,057	
Member	8,028	
<i>Waikouaiti Coast Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	17,793	
Member	8,896	
<i>West Harbour Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,268	
Member	9,134	
<i>Far North District Council</i>		
Office	Annual remuneration (\$)	
Mayor	168,906	
Deputy Mayor	129,648	
Councillor with no additional responsibilities	88,161	
Councillor (minimum allowable remuneration)	67,052	
<i>Bay of Islands–Whangaroa Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	34,713	
Member	17,356	
<i>Kaikohe–Hokianga Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	29,754	
Member	14,877	

Local Government Members (2024/25) Determination 2024	
Schedule	
<i>Te Hiku Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	30,374
Member	15,187
Gisborne District Council	
Office	Annual remuneration (\$)
Mayor	163,917
Deputy Mayor	72,332
Chairperson Operations—Infrastructure	61,998
Chairperson Operations—Environment and Communities	61,998
Chairperson Regional Transport	56,832
Chairperson Wastewater Management	54,249
Chairperson Bylaw Submissions Hearing Panel	56,832
Councillor with no additional responsibilities	51,665
Councillor (minimum allowable remuneration)	43,150
Gore District Council	
Office	Annual remuneration (\$)
Mayor	116,154
Deputy Mayor and Chairperson, Policy and Planning Committee	36,957
Chairperson, Audit and Risk Committee	32,147
Chairperson, Assets and Infrastructure Committee	32,147
Chairperson, Community Wellbeing Committee	32,147
Councillor with no additional responsibilities	24,888
Councillor (minimum allowable remuneration)	19,844
<i>Mataura Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	4,575
Member	2,288
Grey District Council	
Office	Annual remuneration (\$)
Mayor	120,941
Deputy Mayor	54,542
Councillor with no additional responsibilities	41,230
Councillor (minimum allowable remuneration)	30,641
Hamilton City Council	
Office	Annual remuneration (\$)
Mayor	187,007
Deputy Mayor	116,199
Chair of Committee of the Whole (4)	104,762

Local Government Members (2024/25) Determination 2024		Schedule
Office	Annual remuneration (\$)	
Chair of the Regulatory and Hearings Committee	99,561	
Deputy Chair of Committee of the Whole (4)	91,261	
Councillor with no additional responsibilities	83,527	
Councillor (minimum allowable remuneration)	83,264	

Hastings District Council

Office	Annual remuneration (\$)
Mayor	166,910
Deputy Mayor	83,567
Chair of Committee of the Whole Council (2)	68,880
Committee Chairs (2)	60,775
Working Group/Subcommittee Chairs (3)	59,256
Deputy Chairs (3)	54,699
Lead Councillors (4)	54,699
Councillor (minimum allowable remuneration)	49,514

Hastings District Rural Community Board

Office	Annual remuneration (\$)
Chairperson	16,689
Member	8,345

Hauraki District Council

Office	Annual remuneration (\$)
Mayor	133,748
Deputy Mayor	54,762
Chair Community Partnerships Committee	51,652
Councillor with no additional responsibilities	30,167
Councillor (minimum allowable remuneration)	26,766

Horowhenua District Council

Office	Annual remuneration (\$)
Mayor	146,627
Deputy Mayor and Chair Hearings and Regulatory Committee	68,241
Chair—Risk and Assurance Committee. Chair—District Plan Steering Group	52,184
Chair—Community Funding and Recognition Committee	48,170
Chair—Capital Projects Delivery Steering Group	44,155
Councillor with no additional responsibilities	40,141
Councillor (minimum allowable remuneration)	34,703

Te Awahou Foxton Community Board

Office	Annual remuneration (\$)
Chairperson	13,894
Member	6,947

Local Government Members (2024/25) Determination 2024	
Schedule	
Hurunui District Council	
Office	Annual remuneration (\$)
Mayor	117,324
Deputy Mayor	40,256
Committee Chairs (3)	34,505
Councillor with no additional responsibilities	28,755
Councillor (minimum allowable remuneration)	25,717
Hanmer Springs Community Board	
Office	Annual remuneration (\$)
Chairperson	8,908
Member	4,454
Hutt City Council	
Office	Annual remuneration (\$)
Mayor	170,116
Deputy Mayor	100,079
Chair of Standing Committee (5)	85,768
Chair of Traffic Subcommittee	77,781
Chair of Hutt Valley Services Committee	68,969
Deputy Chair of Communities Committee	65,858
Deputy Chair of Climate Change and Sustainability Committee	65,858
Councillor with no additional responsibilities	63,784
Councillor (minimum allowable remuneration)	60,011
Eastbourne Community Board	
Office	Annual remuneration (\$)
Chairperson	15,020
Member	7,510
Petone Community Board	
Office	Annual remuneration (\$)
Chairperson	17,880
Member	8,940
Wainuiomata Community Board	
Office	Annual remuneration (\$)
Chairperson	18,836
Member	9,418
Invercargill City Council	
Office	Annual remuneration (\$)
Mayor	154,815
Deputy Mayor	65,820

Local Government Members (2024/25) Determination 2024		Schedule
Office	Annual remuneration (\$)	
Chair of Standing Committee (2)	57,110	
Chair of Standing Committee and Project Lead—Museum	62,294	
Councillor with no additional responsibilities	44,043	
Councillor (minimum allowable remuneration)	40,072	
<i>Bluff Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	9,536	
Member	4,768	
Kaikoura District Council		
Office	Annual remuneration (\$)	
Mayor	89,182	
Deputy Mayor	42,402	
Councillor with no additional responsibilities	28,206	
Councillor (minimum allowable remuneration)	20,304	
Kaipara District Council		
Office	Annual remuneration (\$)	
Mayor	138,441	
Deputy Mayor	68,719	
Councillor with no additional responsibilities	50,548	
Councillor (minimum allowable remuneration)	39,549	
Kapiti Coast District Council		
Office	Annual remuneration (\$)	
Mayor	150,975	
Deputy Mayor	68,746	
Chair of Strategy, Operations, and Finance	62,183	
Deputy Chair of Strategy, Operations, and Finance and Chairs of Mayor Subcommittees (3)	59,072	
Chair of Grants Allocation Subcommittee	54,924	
Councillor with additional responsibilities for community boards, panels, and advisory groups (4)	50,776	
Councillor (minimum allowable remuneration)	40,406	
<i>Ōtaki Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	16,138	
Member	8,069	
<i>Paekākāriki Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	8,547	

Schedule		Local Government Members (2024/25) Determination 2024	
Office		Annual remuneration (\$)	
Member			4,273
<i>Paraparaumu Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			20,599
Member			10,299
<i>Raumati Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			15,696
Member			7,848
<i>Waikanae Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			18,737
Member			9,368
Kawerau District Council			
Office		Annual remuneration (\$)	
Mayor			111,214
Deputy Mayor			43,849
Chair—Regulatory and Services Committee			39,151
Councillor with no additional responsibilities			31,322
Councillor (minimum allowable remuneration)			21,741
Mackenzie District Council			
Office		Annual remuneration (\$)	
Mayor			91,996
Deputy Mayor			37,164
Councillor with no additional responsibilities			29,582
Councillor (minimum allowable remuneration)			22,745
<i>Fairlie Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			4,440
Member			2,220
<i>Tekapo Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			4,440
Member			2,220

Local Government Members (2024/25) Determination 2024		Schedule
<i>Twizel Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	5,538	
Member	2,769	
Manawatu District Council		
Office	Annual remuneration (\$)	
Mayor	136,955	
Deputy Mayor	54,822	
Committee Chairs (Audit and Risk, Hearings, Chief Executive's Employment) (3)	43,074	
Submission Assessment Panel (2)	41,116	
Councillor with no additional responsibilities	39,158	
Councillor (minimum allowable remuneration)	34,639	
Marlborough District Council		
Office	Annual remuneration (\$)	
Mayor	155,456	
Deputy Mayor	57,640	
Chairperson Standing Committee (2)	52,109	
Chairperson Statutory/Joint Committee	46,406	
Deputy Chairperson Standing Committee (2)	44,850	
Councillor with no additional responsibilities	41,739	
Councillor (minimum allowable remuneration)	39,723	
Masterton District Council		
Office	Annual remuneration (\$)	
Mayor	138,471	
Deputy Mayor	77,550	
Chairperson—Infrastructure and Services Committee	64,179	
Chairperson—Awards and Grants Committee	58,831	
Chairperson—Hearings Committee	58,831	
Councillor with no additional responsibilities	53,483	
Councillor (minimum allowable remuneration)	35,707	
Matamata–Piako District Council		
Office	Annual remuneration (\$)	
Mayor	139,511	
Deputy Mayor	47,315	
Councillor with no additional responsibilities	39,430	
Councillor (minimum allowable remuneration)	33,637	

Local Government Members (2024/25) Determination 2024	
Schedule	
Napier City Council	
Office	Annual remuneration (\$)
Mayor	159,582
Deputy Mayor; Chair Standing Committee	94,402
Senior Chair; Chair Standing Committee	73,627
Chair Standing Committee (2)	73,627
Deputy Chair Standing Committee (4)	66,368
Deputy Chair Hearing Committee	64,294
Portfolio holder (3)	62,220
Councillor (minimum allowable remuneration)	50,889
Nelson City Council	
Office	Annual remuneration (\$)
Mayor	155,456
Deputy Mayor	67,405
Councillor with no additional responsibilities	51,316
Councillor (minimum allowable remuneration)	41,566
New Plymouth District Council	
Office	Annual remuneration (\$)
Mayor	166,705
Deputy Mayor	92,854
Chairpersons Strategy and Operations Committee, Te Huinga Taumatua and Finance, and Audit and Risk Committee (3)	67,530
Deputy Chairperson Strategy and Operations Committee	61,903
Chairpersons CCOs Committee, Strategic Projects Committee, and Community Development Committee (3)	64,716
Deputy Chairperson CCOs Committee and Community Development Committee (2)	59,651
Age and Accessibility Working Party Chairperson	59,088
Clifton Community Board appointee (October 2022–30 April 2024)/	59,088
Waitara Community Board appointee (1 May 2024–October 2025)	
Councillor with no additional responsibilities	56,275
Councillor (minimum allowable remuneration)	50,327
Clifton Community Board	
Office	Annual remuneration (\$)
Chairperson	13,593
Member	6,796
Inglewood Community Board	
Office	Annual remuneration (\$)
Chairperson	18,942
Member	9,471

Local Government Members (2024/25) Determination 2024		Schedule
<i>Kaitake Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	16,405	
Member	8,203	
<i>Puketapu–Bell Block Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,257	
Member	9,129	
<i>Waitara Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,257	
Member	9,129	
<i>Ōpōtiki District Council</i>		
Office	Annual remuneration (\$)	
Mayor	118,425	
Deputy Mayor	61,594	
Chair of Committee—Strategy Planning and Regulatory	55,480	
Chair of Committee—Performance and Delivery	55,480	
Chair of Committee—Coast Community Board	55,480	
Councillor with no additional responsibilities	48,221	
Councillor (minimum allowable remuneration)	32,747	
<i>Coast Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	11,075	
Member	5,538	
<i>Ōtorohanga District Council</i>		
Office	Annual remuneration (\$)	
Mayor	111,441	
Deputy Mayor	39,005	
Council Representative on Ōtorohanga Community Board and Risk and Assurance Member	32,174	
Council Representative on Ōtorohanga Community Board and Grants and Awards Chair	32,174	
Council Representative on Grants and Awards Committee (3)	27,710	
Council Representative on Kāwhia Community Board and Risk and Assurance Deputy Chair	32,000	
Council Representative on Risk and Assurance Committee	28,355	
Councillor with no additional responsibilities	25,777	
Councillor (minimum allowable remuneration)	25,607	

Local Government Members (2024/25) Determination 2024	
<i>Kāwhia Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	4,440
Member	2,220
<i>Ōtorohanga Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	15,889
Member	7,944
Palmerston North City Council	
Office	Annual remuneration (\$)
Mayor	166,246
Deputy Mayor	64,024
Chair of Committee (5)	61,944
Deputy Chair of Committee (4)	58,833
Deputy Chair—Strategy and Finance Committee and Deputy Chair—Risk and Assurance Committee	60,907
Councillor with no additional responsibilities	56,759
Councillor (minimum allowable remuneration)	49,619
Porirua City Council	
Office	Annual remuneration (\$)
Mayor	157,576
Deputy Mayor	72,590
Chair Committee of the Whole (Heamana Tuatahi)	67,664
Chair Committee of the Whole (Heamana Tuarua)	67,664
Chair Chief Executive Employment Committee	60,907
Chair Wastewater Treatment Plant and Landfill Joint Committee	61,183
Councillor with no additional responsibilities	57,035
Councillor (minimum allowable remuneration)	43,695
Queenstown—Lakes District Council	
Office	Annual remuneration (\$)
Mayor	149,052
Deputy Mayor	58,391
Chair of Committee (3)	54,624
Councillor with no additional responsibilities	47,090
Councillor (minimum allowable remuneration)	42,216
<i>Wānaka—Upper Clutha Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	26,595
Member	13,297

Local Government Members (2024/25) Determination 2024		Schedule
Rangitikei District Council		
Office	Annual remuneration (\$)	
Mayor	125,219	
Deputy Mayor	40,802	
Chair of Committee (3)	38,576	
Chair of Chief Executive Review Committee	31,912	
Deputy Chair of Committee (3)	32,467	
Councillor with no additional responsibilities	29,690	
Councillor (minimum allowable remuneration)	26,530	
Rātana Community Board		
Office	Annual remuneration (\$)	
Chairperson	4,720	
Member	2,360	
Taihape Community Board		
Office	Annual remuneration (\$)	
Chairperson	9,630	
Member	4,815	
Rotorua District Council		
Office	Annual remuneration (\$)	
Mayor	165,587	
Deputy Mayor, Deputy Chair of Council, and Committee Chair	149,107	
Deputy Co-chair of the Community and District Development Committee (2)	101,108	
Deputy Co-chair of the Infrastructure and Environment Committee (2)	101,108	
Councillor with no additional responsibilities	67,405	
Councillor (minimum allowable remuneration)	61,641	
Rotorua Lakes Community Board		
Office	Annual remuneration (\$)	
Chairperson	18,645	
Member	9,323	
Rotorua Rural Community Board		
Office	Annual remuneration (\$)	
Chairperson	20,837	
Member	10,419	
Ruaapehu District Council		
Office	Annual remuneration (\$)	
Mayor	124,955	

Local Government Members (2024/25) Determination 2024	
Schedule	
Office	Annual remuneration (\$)
Deputy Mayor	51,850
Councillor with no additional responsibilities	40,139
Councillor (minimum allowable remuneration)	24,834
<i>Ōwhango–National Park Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	6,622
Member	3,311
<i>Taumarunui–Ōhura Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	15,001
Member	7,501
<i>Waimarino–Waiouru Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	15,001
Member	7,501
Selwyn District Council	
Office	Annual remuneration (\$)
Mayor	152,295
Deputy Mayor	67,762
Councillor with no additional responsibilities	56,468
Councillor (minimum allowable remuneration)	41,600
<i>Malvern Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	19,670
Member	9,835
South Taranaki District Council	
Office	Annual remuneration (\$)
Mayor	145,131
Deputy Mayor	56,414
Risk and Assurance Committee members (4)	41,371
Councillor with no additional responsibilities	37,610
Councillor (minimum allowable remuneration)	32,031
<i>Eltham–Kaponga Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	12,653
Member	6,327

Local Government Members (2024/25) Determination 2024		Schedule
<i>Pātea Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	12,218	
Member	6,109	
<i>Taranaki Coastal Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	13,858	
Member	6,929	
<i>Te Hāwera Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	15,574	
Member	7,787	
South Waikato District Council		
Office	Annual remuneration (\$)	
Mayor	138,565	
Deputy Mayor	53,616	
Committee Chair A Local Services Committee	53,067	
Committee Chair B Growth and Infrastructure Committee	53,067	
Committee Chair C Grants Committee	49,738	
Councillor with no additional responsibilities	44,089	
Councillor (minimum allowable remuneration)	33,775	
<i>Tirau Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,427	
Member	3,713	
South Wairarapa District Council		
Office	Annual remuneration (\$)	
Mayor	109,048	
Deputy Mayor	37,255	
Councillor with no additional responsibilities	27,231	
Councillor (minimum allowable remuneration)	19,553	
<i>Featherston Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,222	
Member	3,611	

Schedule	Local Government Members (2024/25) Determination 2024
<i>Greytown Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	7,222
Member	3,611
<i>Martinborough Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	7,222
Member	3,611
<i>Southland District Council</i>	
Office	Annual remuneration (\$)
Mayor	139,906
Deputy Mayor	51,152
Councillor with no additional responsibilities	39,348
Councillor (minimum allowable remuneration)	31,599
<i>Ardlussa Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	8,306
Member	4,153
<i>Fiordland Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	10,212
Member	5,106
<i>Northern Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	8,031
Member	4,015
<i>Oraka Aparima Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	8,972
Member	4,486
<i>Oreti Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	11,560
Member	5,780

Local Government Members (2024/25) Determination 2024		Schedule
<i>Stewart Island/Rakiura Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	4,440	
Member	2,220	
<i>Tuatapere Te Waewae Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,836	
Member	3,918	
<i>Waihopai Toetoe Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	10,884	
Member	5,442	
<i>Wallace Takitimu Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	9,538	
Member	4,769	
Stratford District Council		
Office	Annual remuneration (\$)	
Mayor	111,481	
Deputy Mayor	33,615	
Chairperson Stratford Sport NZ Rural Travel Fund	24,972	
Chairperson Farm and Aerodrome Committee	27,613	
Councillor with no additional responsibilities	24,012	
Councillor (minimum allowable remuneration)	19,604	
Tararua District Council		
Office	Annual remuneration (\$)	
Mayor	133,446	
Deputy Mayor	55,075	
Committee Chairperson (3)	50,485	
Committee Deputy Chairperson/Liaison Councillors (5)	45,896	
Councillor (minimum allowable remuneration)	37,177	
<i>Dannevirke Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	12,938	
Member	6,469	

Schedule	Local Government Members (2024/25) Determination 2024	
	<i>Eketāhuna Community Board</i>	
Office		Annual remuneration (\$)
Chairperson		8,385
Member		4,193
	Tasman District Council	
Office		Annual remuneration (\$)
Mayor		161,934
Deputy Mayor		63,283
Standing Committee Chair (3)		63,283
Councillor with no additional responsibilities		48,679
Councillor (minimum allowable remuneration)		41,414
	<i>Golden Bay Community Board</i>	
Office		Annual remuneration (\$)
Chairperson		14,545
Member		7,272
	<i>Motueka Community Board</i>	
Office		Annual remuneration (\$)
Chairperson		16,212
Member		8,106
	Taupo District Council	
Office		Annual remuneration (\$)
Mayor		148,400
Deputy Mayor		64,835
Chair—Emergency Management Committee		48,627
Chair—Kinloch Representative Group and Performance Monitoring Group		48,627
Chair—Taupō Reserves and Roding Committee		48,627
Chair—Mangakino-Pouakani Representative Group		44,574
Chair—Taupō East Rural Representative Group		44,574
Chair—Tongariro Representative Group		44,574
Councillor with no additional responsibilities		40,522
Councillor (minimum allowable remuneration)		40,442
	Tauranga City Council	
Office		Annual remuneration (\$)
Mayor		179,316
Councillor (minimum allowable remuneration)		87,695

Local Government Members (2024/25) Determination
2024

Schedule

Thames–Coromandel District Council

Office	Annual remuneration (\$)
Mayor	146,412
Deputy Mayor	81,814
Councillor with no additional responsibilities	56,309
Councillor (minimum allowable remuneration)	43,893

Coromandel–Colville Community Board

Office	Annual remuneration (\$)
Chairperson	17,442
Member	8,721

Mercury Bay Community Board

Office	Annual remuneration (\$)
Chairperson	20,869
Member	10,434

Tairua–Pāuanui Community Board

Office	Annual remuneration (\$)
Chairperson	17,442
Member	8,721

Thames Community Board

Office	Annual remuneration (\$)
Chairperson	22,115
Member	11,058

Whangamatā Community Board

Office	Annual remuneration (\$)
Chairperson	19,000
Member	9,500

Timaru District Council

Office	Annual remuneration (\$)
Mayor	147,259
Deputy Mayor	75,590
Committee Chairperson (4)	61,417
Deputy Committee Chairperson (4)	54,331
Councillor (minimum allowable remuneration)	42,390

Geraldine Community Board

Office	Annual remuneration (\$)
Chairperson	12,218
Member	6,109

37

Schedule	Local Government Members (2024/25) Determination 2024
<i>Pleasant Point Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	9,582
Member	4,791
<i>Temuka Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	12,459
Member	6,229
<i>Upper Hutt City Council</i>	
Office	Annual remuneration (\$)
Mayor	142,972
Deputy Mayor	64,967
Chair, Policy Committee	56,305
Chair, Finance and Performance	51,974
Chair, City Development	56,305
Chair, Risk and Assurance	51,974
Chair, Hutt Valley Services Committee	51,974
Councillor with no additional responsibilities	43,311
Councillor (minimum allowable remuneration)	38,111
<i>Waikato District Council</i>	
Office	Annual remuneration (\$)
Mayor	162,849
Deputy Mayor	97,203
Infrastructure Committee Chair	83,318
Performance and Strategy Committee Chair	83,318
Sustainability and Wellbeing Committee Chair	83,318
Tai Runga Takiwaa Maaori Ward Councillor	63,877
Tai Raro Takiwaa Maaori Ward Councillor	63,877
Councillor with no additional responsibilities	55,546
Councillor (minimum allowable remuneration)	49,742
<i>Huntly Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	11,903
Member	5,951
<i>Ngāruawāhia Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	12,029
Member	6,015

Local Government Members (2024/25) Determination 2024		Schedule
<i>Raglan Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	10,855	
Member	5,428	
<i>Rural–Port Waikato Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	10,256	
Member	5,128	
<i>Taupiri Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	4,762	
Member	2,381	
<i>Tuakau Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	11,631	
Member	5,815	
Waimakariri District Council		
Office	Annual remuneration (\$)	
Mayor	152,271	
Deputy Mayor	71,940	
Councillor with additional portfolio and chairing responsibilities (9)	55,983	
Councillor (minimum allowable remuneration)	43,702	
<i>Kaiapoi–Tuahiwi Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	19,402	
Member	9,701	
<i>Oxford–Ohoka Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,278	
Member	9,139	
<i>Rangiora–Ashley Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	25,027	
Member	12,513	

Local Government Members (2024/25) Determination 2024	
Schedule	
<i>Woodend–Sefton Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	16,030
Member	8,015
<i>Waimate District Council</i>	
Office	Annual remuneration (\$)
Mayor	108,161
Deputy Mayor	43,810
Councillor with no additional responsibilities	29,207
Councillor (minimum allowable remuneration)	21,436
<i>Waipa District Council</i>	
Office	Annual remuneration (\$)
Mayor	150,770
Deputy Mayor (also Committee Chair)	69,308
Committee Chair and Deputy Chair (Quarterly Committee)	55,039
Committee Chair	53,000
Councillor appointed to Community Board (also Deputy Committee Chair) (2)	53,000
Councillor appointed to Community Board (2)	48,923
Deputy Committee Chair	44,846
Councillor with iwi portfolio responsibility	48,923
Deputy Committee Chair (Quarterly Committee)	42,807
Committee Chair (Quarterly Committee)	46,885
Councillor (minimum allowable remuneration)	37,884
<i>Cambridge Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	20,844
Member	10,422
<i>Te Awamutu Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	20,126
Member	10,063
<i>Wairoa District Council</i>	
Office	Annual remuneration (\$)
Mayor	121,307
Deputy Mayor	79,816
Councillor with no additional responsibilities	53,212
Councillor (minimum allowable remuneration)	37,069

Local Government Members (2024/25) Determination 2024		Schedule
Waitaki District Council		
Office	Annual remuneration (\$)	
Mayor	133,816	
Deputy Mayor	54,024	
Portfolio Leads (8)	43,036	
Hearings Committee Chair	40,443	
Councillor (minimum allowable remuneration)	31,903	
Ahuriri Community Board		
Office	Annual remuneration (\$)	
Chairperson	12,919	
Member	6,459	
Waihemo Community Board		
Office	Annual remuneration (\$)	
Chairperson	13,417	
Member	6,708	
Waitomo District Council		
Office	Annual remuneration (\$)	
Mayor	120,143	
Deputy Mayor	77,822	
Councillor with no additional responsibilities	51,881	
Councillor (minimum allowable remuneration)	37,754	
Wellington City Council		
Office	Annual remuneration (\$)	
Mayor	189,799	
Deputy Mayor	131,336	
Chair of Committee of the Whole (3)	120,666	
Chair of Koata Hātepe Regulatory Processes Committee	115,180	
Councillor with no additional responsibilities	109,178	
Councillor (minimum allowable remuneration)	93,185	
Mākara-Ōhāriu Community Board		
Office	Annual remuneration (\$)	
Chairperson	10,465	
Member	5,233	
Tawa Community Board		
Office	Annual remuneration (\$)	
Chairperson	20,879	
Member	10,439	

Local Government Members (2024/25) Determination 2024	
Schedule	
Western Bay of Plenty District Council	
Office	Annual remuneration (\$)
Mayor	151,057
Deputy Mayor	72,611
Committee Chairperson (3)	55,058
Councillor with no additional responsibilities	46,999
Councillor (minimum allowable remuneration)	38,980
<i>Katikati Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	12,218
Member	6,109
<i>Maketu Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	6,469
Member	3,234
<i>Ōmokoroa Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	8,866
Member	4,433
<i>Te Puke Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	12,218
Member	6,109
<i>Waihi Beach Community Board</i>	
Office	Annual remuneration (\$)
Chairperson	10,061
Member	5,030
Westland District Council	
Office	Annual remuneration (\$)
Mayor	109,065
Deputy Mayor	51,850
Councillor with no additional responsibilities	29,036
Councillor (minimum allowable remuneration)	21,681
Whakatane District Council	
Office	Annual remuneration (\$)
Mayor	148,267
Deputy Mayor	74,615

Local Government Members (2024/25) Determination 2024		Schedule
Office	Annual remuneration (\$)	
Committee Chair (5)	57,346	
Deputy Chair	47,832	
Councillor with no additional responsibilities	45,628	
Councillor (minimum allowable remuneration)	38,965	
<i>Murupara Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	8,866	
Member	4,433	
<i>Rangitāiki Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	11,500	
Member	5,750	
<i>Tāneatua Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	8,866	
Member	4,433	
<i>Whakatāne–Ōhope Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	19,226	
Member	9,613	
Whanganui District Council		
Office	Annual remuneration (\$)	
Mayor	155,178	
Deputy Mayor and Town Centre Rejuvenation Advisory Group Chair	62,357	
Strategy and Policy Committee Chair, Risk and Assurance Deputy Chair, and Safer Whanganui Advisory Group Chair	58,823	
Council Controlled Organisations Committee Deputy Chair, Aspirations and Projects Chair, and Sustainability and Waste Advisory Group Chair	58,823	
Operations and Performance Committee Chair and CEO Performance Review Committee Chair	58,823	
Strategy and Policy Committee Deputy Co-Chair	43,649	
Council Controlled Organisations Committee Chair	51,964	
Operations and Performance Committee Deputy Chair	43,649	
Sport, Recreation, and Wellbeing Advisory Group Chair and Community Funding Grants Advisory Group Chair	50,924	
Strategy and Policy Committee Deputy Co-Chair and Youth Council	43,649	
Councillor with no additional responsibilities	41,571	
Councillor (minimum allowable remuneration)	38,093	
		43

Explanatory memorandum **Local Government Members (2024/25) Determination 2024**

Whanganui Rural Community Board

Office	Annual remuneration (\$)
Chairperson	12,459
Member	6,229

Whangarei District Council

Office	Annual remuneration (\$)
Mayor	169,745
Deputy Mayor	94,611
Standing Committee Chair (5)	76,872
Standing Committee Deputy Chair (3)	70,958
Chair Civic Honours Committee	62,088
Councillor with no additional responsibilities	59,132
Councillor (minimum allowable remuneration)	55,842

Dated at Wellington this 18th day of June 2024.



Chairperson.



Member.



Member.

Explanatory memorandum

This memorandum is not part of the determination but is intended to indicate its general effect.

This determination comes into force on 1 July 2024 and expires at the close of 30 June 2025.

In March 2024, the Remuneration Authority (the **Authority**) sought the views of all local authorities on the matters that should be taken into account in making this determination. The Authority received a small number of submissions.

After considering the submissions received, and applying the mandatory criteria that the Authority must have regard to under clause 7 of Schedule 7 of the Local Government Act 2002 and sections 18 and 18A of the Remuneration Authority Act 1977, the Authority decided to (from 1 July 2024)—

Local Government Members (2024/25) Determination
2024Explanatory
memorandum

- apply a 3.7% increase to the governance remuneration pools (*see* table set out below), which cover the councillors of each local authority:
- apply a 3.7% increase to the annual remuneration of most elected members of local authorities, local boards, and community boards:
- maintain the allowances and hearing fees covering the elected members of local authorities at the same levels as the last local government determination (*see* the Local Government Members (2023/24) Determination 2023):
- maintain the vehicle-kilometre allowance, which reflects the current rates prescribed by the Inland Revenue Department at the time that this determination was made. If those rates change during the 2024/25 year, the Authority will review the vehicle-kilometre allowance and any subsequent changes to the allowance will be made by way of an amendment determination.

Governance remuneration pools

The table below sets out the local government governance remuneration pools, which will apply on and after 1 July 2024, for the councillors of each local authority.

Part 1**Remuneration pools for councillors of regional councils**

Council	Governance remuneration pool (\$)
Bay of Plenty Regional Council	901,313
Canterbury Regional Council	1,013,728
Hawke's Bay Regional Council	668,141
Manawatū-Whanganui Regional Council	715,764
Northland Regional Council	602,446
Otago Regional Council	762,059
Southland Regional Council	576,394
Taranaki Regional Council	491,118
Waikato Regional Council	968,297
Wellington Regional Council	982,263
West Coast Regional Council	342,210

Part 2**Remuneration pools for councillors of territorial authorities**

Territorial authority	Governance remuneration pool (\$)
Ashburton District Council	466,852
Auckland Council	2,688,183
Buller District Council	336,305
Carterton District Council	235,156
Central Hawke's Bay District Council	363,530
Central Otago District Council	375,615
Chatham Islands Council	157,412
Christchurch City Council	1,970,300
Clutha District Council	404,849

Explanatory memorandum	Local Government Members (2024/25) Determination 2024
Territorial authority	Governance remuneration pool (\$)
Dunedin City Council	1,235,924
Far North District Council	923,093
Gisborne District Council	725,900
Gore District Council	307,614
Grey District Council	343,156
Hamilton City Council	1,333,962
Hastings District Council	903,533
Hauraki District Council	438,255
Horowhenua District Council	533,882
Hurunui District Council	316,301
Hutt City Council	934,953
Invercargill City Council	594,681
Kaikoura District Council	211,640
Kaipara District Council	473,099
Kapiti Coast District Council	566,170
Kawerau District Council	270,929
Mackenzie District Council	214,659
Manawatu District Council	462,064
Marlborough District Council	631,878
Masterton District Council	473,323
Matamata–Piako District Council	481,040
Napier City Council	831,709
Nelson City Council	631,878
New Plymouth District Council	901,525
Ōpōtiki District Council	324,473
Ōtorohanga District Council	272,613
Palmerston North City Council	897,022
Porirua City Council	615,184
Queenstown–Lakes District Council	551,892
Rangitikei District Council	374,916
Rotorua District Council	890,562
Ruapehu District Council	372,959
Selwyn District Council	575,971
South Taranaki District Council	522,778
South Waikato District Council	474,021
South Wairarapa District Council	255,100
Southland District Council	483,977
Stratford District Council	278,291
Taranua District Council	436,012
Tasman District Council	691,243
Taupo District Council	547,051
Tauranga City Council	1,242,581
Thames–Coromandel District Council	532,287
Timaru District Council	538,582

Local Government Members (2024/25) Determination 2024		Explanatory memorandum
Territorial authority	Governance remuneration pool (\$)	
Upper Hutt City Council	506,747	
Waikato District Council	863,732	
Waimakariri District Council	575,791	
Waimate District Council	248,258	
Waipa District Council	564,653	
Wairoa District Council	345,874	
Waitaki District Council	438,751	
Waitomo District Council	337,226	
Wellington City Council	1,700,299	
Western Bay of Plenty District Council	566,779	
Westland District Council	255,102	
Whakatane District Council	546,061	
Whanganui District Council	597,375	
Whangarei District Council	931,327	

Note: The above remuneration pools do not apply to mayors, regional council chairpersons, Auckland local board members, or community board members.

However, if a council has delegated significant powers and functions to a community board and as a consequence proposes an increase to the remuneration of community board members, the additional funds will come out of the council's governance remuneration pool.

Triennial review of framework for determining local government remuneration

Because the triennial local elections will be held in 2025, the Authority will undertake, in the 2024/25 year, a full review of the framework for determining the remuneration, allowances, and hearing fees covering the elected members of local authorities, local boards, and community boards.

The outcomes of the full review will inform the determination that will take effect from 1 July 2025 and the governance remuneration pools, remuneration, allowances, and hearing fees that will take effect, and apply to all local government members, from the day after polling day for the 2025 local elections.

Issued under the authority of the Legislation Act 2019.
Date of notification in *Gazette*:



Elected Members Remuneration, Expenses and Allowances Policy 2022-2025 Triennium

This document sets out the policy on remuneration, expenses and allowances payments to elected members. The policy is administered by Kāpiti Coast District Council's Governance Manager. It may be reviewed annually and is current until superseded.

As adopted by Council on 26 January 2023

Table of Contents

A. Policy Objective	3
B. Remuneration of Elected Members.....	3
B.1 Mayor and Councillors.....	3
B.2 Community Boards.....	3
C. Elected Member Expenses and Allowances	3
C.1 All Elected Members	3
C.2 Mayor.....	6
D. Hearing Fees.....	7
E. Claims Processes	7
F. Review and Monitoring	7
G. Document Version Control	7

A. Policy Objective

Elected members are remunerated in accordance with the provisions of schedule 7 part 1 section 6 of the Local Government Act 2002 which states that the Remuneration Authority must determine remuneration, allowances and expenses. The Remuneration Authority provides local authorities with a determination annually that stipulates the parameters around remuneration, allowances and expenses payments to elected members. Within these parameters councils can develop their own policies ensuring that payment of allowances and expenses is:

- in line with legislation
- related to the conduct of Council business by elected members while acting in their role
- payable under clear rules communicated to all claimants
- oversighted by senior management and audit
- adequately documented
- reasonable and conservative in line with public sector norms
- does not extend to any expenses related to electioneering.

B. Remuneration of Elected Members

B.1 Mayor and Councillors

Role	Annual remuneration
Mayor	\$150,975
Deputy Mayor	\$68,746
Chair of Strategy, Operations and Finance Committee	\$62,183
Deputy Chair of Strategy, Operations and Finance Committee	\$59,072
Chair of Social Sustainability Subcommittee	\$59,072
Chair of Climate and Environment Subcommittee	\$59,072
Chair of Grants Allocation Committee	\$54,924
Councillors with additional responsibilities	\$50,776
Minimum Allowable Remuneration	\$40,406

B.2 Community Boards

Community Board	Chairperson	Member
Ōtaki	\$16,138	\$8,069
Paekākāriki	\$8,547	\$4,273
Paraparaumu	\$20,599	\$10,299
Waikanae	\$18,737	\$9,368
Raumati	\$15,696	\$7,848

C. Elected Member Expenses and Allowances

C.1 All Elected Members

Accommodation	While at conferences, training events or other Council business, Council will pay for accommodation where applicable. Any accommodation booking should balance cost-effectiveness with proximity to the event.
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If accommodation is provided privately by friends/relatives/whānau, Council will have no involvement and reimbursement is not available.

Air Travel	<p>Air travel bookings are made by council staff in line with Council policy and processes.</p> <p>If elected members make their own bookings for Council related business (domestic and international), costs will be reimbursed up to the level of economy class fares; if the elected member wishes to travel in a higher class, they must meet the cost of the difference.</p>
Air Dollars/Points	<p>Air points/air dollars earned while travelling on Council business are available for private use. Due to the infrequency of air travel this is considered insignificant.</p>
Airline Clubs	<p>Council does not pay or reimburse for these memberships.</p>
Carparks	<p>At the beginning of the triennium, elected members will receive a parking permit which must be displayed in their car when they are attending Council business at the Council Administration building (Civic Centre on Rimu Road) in Paraparaumu. Council staff will note the car registration number against the permit so it is non-transferable and will lapse at end of the triennium.</p>
Communications Technology	<p>All claims in this section are in line with the Remuneration Authority determination and covers the annual period from 1 July 2024 to 30 June 2025.</p> <p><i>Internet Service</i> – All elected members can claim a \$800 allowance for use of their private internet for Council business for the period 1 July 2024 to 30 June 2025.</p> <p><i>Consumables</i> (e.g. ink cartridges and photocopy paper) – All elected members can claim up to \$200 for consumables for the period 1 July 2024 to 30 June 2025.</p> <p><i>Printer</i> – All elected members can claim up to \$50 for the use of a printer (this is in addition to the claim for ink cartridges and photocopy paper) for the period 1 July 2024 to 30 June 2025.</p> <p><i>Email</i> – At the beginning of the triennium elected members are provided with a Council email address which is not to be used by members for any personal business.</p> <p><i>Mobile Phones</i> – All elected members can claim a \$200 equipment allowance and \$500 service allowance for use of their own mobile phone for Council-related business for the period 1 July 2024 to 30 June 2025. An elected member may opt, instead of receiving the \$500 service allowance, to provide telephone records and receipts clearly showing which phone calls were made on Council business, in which case they would be reimbursed for the actual costs of the phone calls.</p> <p><i>Tablets</i> – All elected members will be provided with tablets at the beginning of the triennium for Council related use. A data limit of 10 GB will be set for</p>

	<p>each calendar month. Incidental private use is acceptable in line with relevant Council Information Technology Usage Policies. If elected members wish to decline the use of the tablet, a communications allowance of \$400 can be claimed to cover the use of a personal computer for the period 1 July 2024 to 30 June 2025.</p> <p><i>Note: Where an elected member is not a member for the whole determination period (1 July 2023 – 30 June 2024), any annual allowances will be pro-rated.</i></p>
Entertainment & hospitality	Reasonable costs will be reimbursed but a claim for reimbursement will need to be put in writing for approval by the Mayor and the Chief Executive.
Gifts	Gifts of any kind (e.g. sports or other event tickets) and value should be declared to the Mayor's Personal Assistant for entry into the Gift Register.
Meals	Catering will be provided for any meetings. Reasonable costs for meals are reimbursed when travelling on Council business can be claimed by elected members.
Professional development	Registration costs for attendance at conferences, seminars and training events will be paid for by the Council, in accordance with the elected members' induction, training and development programme. Elected members must contact the Governance team for this to be organised rather than incurring the costs themselves. Any other approach will be discussed with the elected member ahead of the booking being made.
Incidentals	Reasonable expenses incurred while conducting Council business can be claimed by elected members.
Stationery	Elected members will be supplied with business cards. Any other stationery required for Council business will be considered on request.
Subscriptions & memberships	Council does not pay or reimburse for memberships and subscriptions.
Vehicle Usage	<p><i>Mileage</i> - Reimbursements can be claimed for the following:</p> <ol style="list-style-type: none">Travel must relate to attendance at Council/Committee meetings, Community Board meetings, conference/seminars relating to local government or attendance at community organisation meetings as an elected member.The travel must be by the most direct route that is reasonable in the circumstances.For a petrol or diesel vehicle: 95 cents for the first 14,000 km per annum, 34 cents for travel over 14,000 km per annum.For a petrol hybrid vehicle: 95 cents for the first 14,000 km per annum, 20 cents for travel over 14,000 km per annum.For an electric vehicle: 95 cents for the first 14,000 km per annum, 11 cents for travel over 14,000 km per annum.

Private use of vehicle – Elected members may opt to use their own vehicles to travel to training events or conferences if the reimbursement for mileage is cheaper than air travel.

Rental cars – Council will not meet the costs of using rental cars.

Taxis, buses and trains - the Council will reimburse reasonable costs for the use of taxis, buses and trains associated with training events and Council business.

Travel-time reimbursement – Elected members may claim up to \$40 for each hour of eligible travel time after the first hour of eligible travel time travelled in a day. A maximum of 8 hours of eligible travel time can be claimed in a 24-hour period.

Childcare

Childcare may be reimbursed at a maximum of \$15 per hour if required – please liaise with staff in advance.

Reimbursements can be claimed for if:

- a) The elected member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (not on a temporary basis); and
- b) the child is under 14 years of age; and
- c) the childcare is provided by a person who is not a parent of the child, or a spouse, civil union partner, or de-facto partner of the member and does not ordinarily reside with the elected member; and
- d) the elected member provides evidence that is satisfactory to the authority of the amount paid for childcare.

Childcare allowance will be paid at a maximum rate of \$15 per hour; not exceeding a total amount of \$6000 for the annual period OR an annual amount of \$6000 can be claimed retrospectively for the same period.

C.2 Mayor**Carpark**

The Mayor has a dedicated parking space.

**Communications
Technology**

The Mayor is provided with a mobile phone and tablet for the triennium with reasonable private use considered acceptable.

**Subscriptions &
memberships**

The subscription for the Mayor's role as Justice of the Peace will be paid for by the Council.

Vehicle

The Mayor is provided with a vehicle for private and business use during the term in office.

The Remuneration Authority determination states: *A local authority may provide*

- (a) a motor vehicle or
 - (b) a vehicle mileage allowance.
-

If a motor vehicle is provided for private use annual remuneration must be adjusted in accordance with the Determination. The maximum purchase price is also covered by the Determination. In case of a petrol or diesel vehicle the maximum purchase price is set at \$55,000 and in the case of an electric or hybrid vehicle the price is set at \$68,500.

D. Hearing Fees

Chairperson	An elected member who acts as the chairperson of a hearing is entitled to a fee of up to \$116 per hour.
Member	An elected member who is not the chairperson of a hearing but acting as a member of the panel is entitled to a fee of up to \$93 per hour.
Mayor or Acting Mayor	These fees are not available to the Mayor or to an acting Mayor who is paid the mayor's remuneration and allowances.

(Fees related to District Licencing Committee hearings are not included in this policy as they are set by the Minister of Justice.)

E. Claims Processes

All claims for elected members (including mayoral) reimbursement of expenses are to be submitted to the Governance team using the expense claim form. A claim form can be requested from the team and must be completed, signed and submitted with the relevant proof of expenditure (e.g. a tax invoice or receipt) if applicable. All allowances and fees listed in this policy must be claimed for and will not be paid without a claim request. The Governance team will send emails ahead of the monthly pay runs to remind elected members to send in their claim requests.

All claims will be checked for accuracy and approved by the Manager Governance or the Chief Financial Officer in accordance with the provisions of this policy. Any claims outside of this policy must also be approved by the Chief Executive.

F. Review and Monitoring

The Governance Manager will monitor the implementation of this policy. This policy will be reviewed every three years, at the request of Council or in response to legislative and statutory requirements.

G. Document Version Control

Version	Amendment(s) Summary	Sign Off/Comment
1	Adopted by Council	26 January 2023
2	Amended by Determination	20 July 2023

3	Amended by Determination	
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Signed.....Date:

Darren Edwards

CHIEF EXECUTIVE

10 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

10.1 CONFIRMATION OF MINUTES

Author: Kate Coutts, Advisor Governance

Authoriser: Kris Pervan, Group Manager Strategy & Growth

TAUNAKITANGA | RECOMMENDATIONS

That the minutes of the Strategy, Operations and Finance meeting of 16 May 2024 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Minutes of the Strategy, Operations and Finance Committee 16 May 2024 Meeting [↓](#)

STRATEGY, OPERATIONS AND FINANCE COMMITTEE MEETING
MINUTES

16 MAY 2024

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, 16 MAY 2024 AT 9.37AM

PRESENT: Cr Sophie Handford (Chair), Cr Liz Koh, Mayor Janet Holborow, Deputy Mayor Lawrence Kirby, Cr Glen Cooper, Cr Martin Halliday, Cr Rob Kofoed, Cr Nigel Wilson, Cr Kathy Spiers, Ms Kim Tahiwī (Ngā Hapū o Ōtaki)
Via Zoom: Cr Shelly Warwick

IN ATTENDANCE: Mr Cam Butler, Mr Bede Laracy, Mr Michael Moore, Ms Kris Pervan, Mr Darren Edwards, Mr Mark de Haast, Mr Sean Mallon, Mr Brendan Owens, Ms Morag Taimalietane, Ms Hara Adams, Mr James Jefferson, Ms Kate Coutts, Ms Anna Smith, Mr Evan Dubisky, Ms Sheryl Gavin, Mr Hamish McGillivray

LEAVE OF ABSENCE: Cr Jocelyn Prvanov

1 NAU MAI | WELCOME

The Chair welcomed everyone to the meeting.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

At the invitation of the Chair, Kim Tahiwī opened the meeting with karakia.

3 WHAKAPĀHA | APOLOGIES

The Chair noted that no apologies had been received for the meeting, and that Cr Jocelyn Prvanov was on a leave of absence.

**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 relating to items on the 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**

There were no public speakers at the meeting.

6 NGĀ TEPUTEIHANA | DEPUTATIONS

There were no scheduled deputations.

7 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) No requests were made for a Leave of Absence.
- (b) No matters of an urgent nature were provided to the Chair prior to the commencement of the meeting.

STRATEGY, OPERATIONS AND FINANCE COMMITTEE MEETING
MINUTES

16 MAY 2024

8 HE KŌRERO HOU | UPDATES

There were no scheduled updates.

9 PŪRONGO | REPORTS

9.1 PERFORMANCE REPORT FOR THE PERIOD ENDING 31 MARCH 2024

Mark de Haast, Group Manager Corporate Services and Sheryl Gavin, Principal Advisor Corporate Services spoke to the report and alongside other staff, answered members' questions.

COMMITTEE RESOLUTION SOF2024/15

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Liz Koh

It is recommended that the Strategy, Operations and Finance Committee:

- A. Receives this report; and
- B. Notes the Council's financial and non-financial performance for the nine months ended 31 March 2024, as attached in Appendix 1 to this report.

CARRIED

Cr Martin Halliday left the meeting at 9.48am and returned to the meeting at 9.49am.

Cr Glen Cooper left the meeting at 10.00am and returned to the meeting at 10.11am.

Cr Glen Cooper left the meeting at 10.31am and returned to the meeting at 10.32am.

The meeting adjourned at 10.51am and reconvened at 11.05am.

9.2 UPDATE ON THE POLICY WORK PROGRAMME 2021-2024

Kris Pervan, Group Manager Strategy and Growth and Hamish McGillivray, Manager Research & Policy took the report as read and answered members' questions.

COMMITTEE RESOLUTION SOF2024/16

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Liz Koh

- A. That the Strategy, Operations and Finance Committee notes the progress of the Council Policy Work Programme 2021-2024 including project timeframe amendments.
- B. That the Strategy, Operations and Finance Committee approves the addition of two new projects to the Council PWP 2021-2024:
 - B.1 *Alcohol Licensing Fees Bylaw*
 - B.2 *Dangerous & Insanitary Buildings Policy 2018 review*
- C. That the Strategy, Operations and Finance Committee notes that work will be undertaken to refresh and agree the Policy Work Programme for the 2024-2027 period by the end of the year.

CARRIED

STRATEGY, OPERATIONS AND FINANCE COMMITTEE MEETING
MINUTES

16 MAY 2024

9.3 INTERIM UPDATE ON VISION KĀPITI AND OUR BLUEPRINT

Kris Pervan, Group Manager Strategy and Growth and Hamish McGillivray, Manager Research & Policy spoke to the report and answered members' questions.

COMMITTEE RESOLUTION SOF2024/17

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Liz Koh

That the Strategy, Operations and Finance Committee:

- A. **Note** Vision Kāpiti progress, and progress to the final stage of Phase 1 of the project, as outlined in paragraphs 6 to 16.
- B. **Note** the outline of Phase 2 of the Vision Kāpiti process, and the use of masterplanning to support a blueprint for establishing 'how' we can achieve Vision Kāpiti over the short, medium and long-term (to 2060 and beyond), as outlined in paragraphs 17 to 23.

CARRIED

10 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

10.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION SOF2024/18

Moved: Cr Nigel Wilson

Seconder: Cr Rob Kofoed

- A. That the minutes of the Strategy, Operations and Finance meeting of 4 April 2024 be accepted as a true and correct record.
- B. That the minutes of the Strategy, Operations and Finance meeting of 11 April 2024 be accepted as a true and correct record.

CARRIED

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA

At the invitation of the Chair, Kim Tahiwi closed the meeting with karakia.

The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 11.33am.

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HEAMANA | CHAIRPERSON

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA

Kia tau ngā manaakitanga ki runga i a tātou katoa,	<i>May blessings be upon us all,</i>
Kia hua ai te mākihikihi, e kī ana	<i>And our business be successful.</i>
Kia toi te kupu	<i>So that our words endure,</i>
Kia toi te reo	<i>And our language endures,</i>
Kia toi te wairua	<i>May the spirit be strong,</i>
Kia tau te mauri	<i>May mauri be settled and in balance,</i>
Ki roto i a mātou mahi katoa i tēnei rā	<i>Among the activities we will do today</i>
Haumi e! Hui e! Taiki e!	<i>Join, gather, and unite! Forward together!</i>