

**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, 4 JULY 2024 AT 9.33AM**

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

**IN ATTENDANCE:** Mr Cam Butler, Mr Bede Laracy, Mr Richard Mansell, Mr Darren Edwards, Mr Sean Mallon, Ms Kris Pervan, Mr Brendan Owens, Mr Andrew Pervan, Ms Steffi Haefeli, Ms Maria Cameron, Ms Kate Coutts, Ms Anna Smith, Mr Jason Holland, Ms Gina Anderson-Lister, Ms Aastha Shrestha  
**Via Zoom:** Mr Glen Olsen

**WHAKAPĀHA | APOLOGIES:** Kim Tahiwī (Ngā Hapū o Ōtaki)

**LEAVE OF ABSENCE:** Cr Sophie Handford

**1 NAU MAI | WELCOME**

The Chair, Cr Liz Koh welcomed everyone to the meeting.

**2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING**

The Chair asked Cr Martin Halliday to open the meeting with the Council blessing.

**3 WHAKAPĀHA | APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION SOF2024/19**

Moved: Cr Martin Halliday  
Seconder: Cr Jocelyn Prvanov

That the apology received from Kim Tahiwī (Ngā Hapū o Ōtaki) be accepted.

**CARRIED**

The Chair noted that Cr Sophie Handford 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) There were no requests for a leave of absence.
- (b) The Chair noted that there was a Matter of an Urgent Nature, and that it would be discussed at a later point of the meeting.

Cr Warwick arrived to the meeting at 9.34am.

**8 HE KŌRERO HOU | UPDATES**

There were no scheduled updates.

**9 PŪRONGO | REPORTS**

The Chair brought Item 9.3 Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 forward in the meeting.

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

Anna Smith, Acting Team Leader Governance and Steffi Haefeli, Manager Governance spoke to the report and answered members' questions.

**COMMITTEE RESOLUTION SOF2024/20**

Moved: Cr Martin Halliday  
Seconder: Deputy Mayor Lawrence Kirby

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

**CARRIED**

The Chair brought Item 9.2 Kāpiti Health Advisory Group Work Programme and Budget for 2024/25 forward in the meeting.

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

Kris Pervan, Group Manager Strategy and Growth, Gina Anderson-Lister, Strategy Manager and Sandra Daly, Chair of the Kapiti Health Advisory Group spoke to the report and answered members' questions.

**COMMITTEE RESOLUTION SOF2024/21**

Moved: Cr Martin Halliday  
Seconder: Cr Nigel Wilson

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.

**CARRIED**

Cr Halliday left the meeting at 10.01am and returned to the meeting at 10.01am.

Cr Spiers left the meeting at 10.02am and returned to the meeting at 10.03am.

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

Kris Pervan, Group Manager Strategy and Growth, Jason Holland, Manager District Planning, Aastha Shrestha, Intermediate Policy Planner, and Matt Muspratt, Planning Consultant spoke to the report and answered members' questions.

#### **COMMITTEE RESOLUTION SOF2024/22**

Moved: Cr Liz Koh  
Seconder: Cr Shelly Warwick

- A. That the Strategy, Operations and Finance Committee 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.

**CARRIED**

#### **COMMITTEE RESOLUTION SOF2024/23**

Moved: Cr Liz Koh  
Seconder: Mayor Janet Holborow

- B. That the Strategy, Operations and Finance Committee withdraws, under clause 8D of that schedule, that part of Proposed Plan Change 1L (Council site Rezonings) relating to Maclean Park.

**CARRIED**

Cr Glen Cooper abstained from voting on this item due to having declared a conflict of interest in the matter.

Cr Cooper left the meeting at 10.34am and did not return to the meeting.

Deputy Mayor Kirby left the meeting at 10.37am and returned to the meeting at 10.39am.

#### **COMMITTEE RESOLUTION SOF2024/24**

Moved: Mayor Janet Holborow  
Seconder: Cr Rob Kofoed

- C. That the Strategy, Operations and Finance Committee endorses the provisions of the

following plan changes under clause 10 of that schedule:

- C.1 Proposed Plan Change 1D (Reclassification of Arawhata Road, Tutaneikai 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).

**CARRIED**

**COMMITTEE RESOLUTION SOF2024/25**

Moved: Mayor Janet Holborow

Seconder: Cr Martin Halliday

- D. That the Strategy, Operations and Finance Committee confirms it will not progress Plan Change 1M (Bylaw and District Plan Alignment).

**CARRIED**

**COMMITTEE RESOLUTION SOF2024/26**

Moved: Cr Rob Kofoed

Seconder: Deputy Mayor Lawrence Kirby

- E. That the Strategy, Operations and Finance Committee notes further consultation will occur on Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives) before December 2024.

**CARRIED**

Cr Kofoed left the meeting at 11.20am and returned to the meeting at 11.22am.

**COMMITTEE RESOLUTION SOF2024/27**

Moved: Mayor Janet Holborow

Seconder: Deputy Mayor Lawrence Kirby

- F. That the Strategy, Operations and Finance Committee 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.

**CARRIED**

**Appendices**

- 1 Decisions on Omnibus Plan Changes 1A, 1C, 1D, 1F, 1K, and 1L to the Operative Kapiti Coast District Plan Overview of Decision-making progress

*Item 9.2 Kāpiti Health Advisory Group Work Programme and budget for 2024/25 was moved forward in the meeting.*

*Item 9.3 Elected Members' Remuneration, Expenses and Allowances Policy 2022-2025 was moved forward in the meeting.*

The meeting adjourned at 11.24am and resumed at 11.36am.

## **7 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) The Chair moved 7(b) Matters of an Urgent Nature to this point of the meeting.

Cr Prvanov left the meeting during the adjournment, and returned to the meeting at 11.43am.

### **MATTER OF AN URGENT NATURE**

The Chair introduced the Council's draft submission to the Ministry of Transport's draft Land Transport Rule – Setting of Speed Limits 2024 as a matter of an urgent nature.

Kris Pervan, Group Manager Strategy and Growth, Sean Mallon, Group Manager Infrastructure and Asset Management, and Hamish McGillivray, Manager Research and Policy spoke to the draft submission (appended) and answered members' questions.

#### **COMMITTEE RESOLUTION SOF2024/28**

Moved: Mayor Janet Holborow

Seconder: Cr Nigel Wilson

That the Strategy, Operations and Finance Committee note and endorse the submission to the Ministry of Transport on the Speed Limit changes, and request the Mayor write to the Minister and Central Government representatives outlining Council's concerns with the proposal.

**CARRIED**

#### **Appendices**

1 Council's draft submission on the draft Land Transport Rule – Setting of Speed Limits 2024

## **10 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

### **10.1 CONFIRMATION OF MINUTES**

#### **COMMITTEE RESOLUTION SOF2024/29**

Moved: Deputy Mayor Lawrence Kirby

Seconder: Mayor Janet Holborow

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

**CARRIED**

## **11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**

At the invitation of the Chair, Mayor Janet Holborow closed the meeting with karakia.

**The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 11.57am.**

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**HEAMANA | CHAIRPERSON**