

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 26 SEPTEMBER 2024 AT 9.39AM**

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

**IN ATTENDANCE:** Mr Bede Laracy, Mr Richard Mansell, Mr Cam Butler, Mr Tony Martin, Mr Brendan Owens, Ms Kris Pervan, Ms Hara Adams, Ms Kate Coutts, Ms Steffi Haefeli, Ms Anna Smith, Ms Maria Cameron

**WHAKAPĀHA |** Nil  
**APOLOGIES:**

**LEAVE OF** Nil  
**ABSENCE:**

**1 NAU MAI | WELCOME**

The Mayor welcomed everyone to the meeting

**2 KARAKIA | COUNCIL BLESSING**

Cr Warwick read the Council blessing.

**3 WHAKAPĀHA | APOLOGIES**

There were no apologies made at this meeting.

**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 made at this meeting.

**5 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION**

No petitions were presented at this meeting.

**6 NGĀ WHAKAWĀ | HEARINGS**

There were none.

**7 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE  
RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE  
AGENDA**

**Deputation:**

Di Buchan, Chair of the Rotunda Trust, alongside trustees Grant Stevenson and Jenny Gordon, gave an update on the restoration of the Ōtaki Rotunda, thanked the Kapiti Coast District Council for funding given over the years and answered questions from members.

A video about the rotunda was played at the meeting and pamphlets from 'Friends of the Ōtaki Rotunda' were handed out (attached as tabled document).

## TABLED DOCUMENTS

The following documents were tabled.

### Appendices

- 1 Pamphlet - Friends of the Ōtaki Rotunda

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

- (a) No leaves of absence were requested at this meeting.
- (b) The Chair was not advised of any matters of an urgent nature prior to the commencement of the meeting.

## 9 TE PŪRONGO A TE KOROMATUA | MAYOR'S REPORT

There was no mayor's report presented at this meeting.

## 10 PŪRONGO | REPORTS

### 10.1 CLASS 4 GAMBLING & TAB VENUE GAMBLING POLICY 2023 - AMENDMENT TO GUIDANCE FOOTNOTE

Hamish McGillivray, Manager Research & Policy, introduced the report and answered questions from elected members.

#### RESOLUTION CO2024/126

Moved: Cr Liz Koh

Seconder: Cr Sophie Handford

- A. That Council agrees to amend footnote 2 on page 2 of the *Kapiti Coast District Council Class 4 Gambling & TAB Venue Gambling Policy 2023* and add a sentence to the validation section (as shown in Attachment 1).

**CARRIED**

### 10.2 UPDATES TO GOVERNANCE STRUCTURE 2022 – 2025

Steffi Haefeli, Manager Governance, introduced the report and answered questions from elected members.

#### RESOLUTION CO2024/127

Moved: Cr Nigel Wilson

Seconder: Mayor Janet Holborow

- A. That the Council, as appended in Appendix 1, notes the amended membership of the Risk and Assurance Committee, as a result of Oriwia Raureti's (Ngā Hapū o Ōtaki) resignation from the committee.
- B. That Council, as appended in Appendix 1, adopts that the nomenclature of the two subcommittees be amended to Social Sustainability Committee and Climate and

Environment Committee.

- C. That Council, adopts the amended appointed representative to the Wellington Region Waste Management and Minimisation Joint Committee to be Councillor Martin Halliday **or** Councillor Jocelyn Prvanov as an alternate in the event that Councillor Halliday is unable to attend. In extension, Council also agrees to amend the membership of the Waste Levy Grants Allocation Committee programme to reflect Councillor Martin Halliday as the representative to the Wellington Region Waste Management and Minimisation Joint Committee.

**CARRIED**

### 10.3 DRAFT CALENDAR OF MEETINGS 2025

Kate Coutts, Governance Advisor, introduced the report and requested that it be taken as read.

#### RESOLUTION CO2024/128

Moved: Deputy Mayor Lawrence Kirby  
 Seconder: Cr Sophie Handford

- A. That Council approves the appended calendar of meetings 'Draft Calendar of Meetings 2025' for the 2025 calendar year.

**CARRIED**

## 11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

### 11.1 CONFIRMATION OF MINUTES

#### RESOLUTION CO2024/129

Moved: Deputy Mayor Lawrence Kirby  
 Seconder: Cr Sophie Handford

- A. That the minutes of the Council meeting of 29 August 2024 be accepted as a true and correct record.

**CARRIED**

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

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

### RESOLUTION TO EXCLUDE THE PUBLIC

#### PUBLIC EXCLUDED RESOLUTION CO2024/130

Moved: Deputy Mayor Lawrence Kirby  
 Seconder: Cr Rob Kofoed

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following

matters are considered.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p><b>12.1 - Confirmation of Public Excluded Minutes</b></p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>13.1 - Stream and Open Channel Urban Network Maintenance Contract</b></p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

<p><b>13.2 - Amohia Stormwater Improvement Project Stage 1 Including Amohia/Kapiti Road Sliplane</b></p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>13.3 - 2024-C403 Chipsealing Contract</b></p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

**CARRIED**

**RESOLUTION CO2024/135**  
 Moved: Cr Nigel Wilson  
 Seconder: Cr Shelly Warwick  
 That the Kaunihera | Council moves out of a public excluded meeting.  
**CARRIED**

The Kaunihera | Council meeting went into public excluded session at 10.23am

The Kaunihera | Council came out of public excluded session at 12.07pm

The Mayor closed the meeting with karakia.

**The Kaunihera | Council meeting closed at 12.07pm**

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**HEAMANA | CHAIRPERSON**