

**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, 12 SEPTEMBER 2024 AT 9.33AM**

**PRESENT:** Cr Sophie Handford (Chair), Cr Liz Koh, 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, Ms Kim Tahiwī (Ngā Hapū o Ōtaki)

**IN ATTENDANCE:** Mr Cam Butler, Mr Jason Holland, Mr Sean Mallon, Mr Mark de Haast, Ms Hara Adams, Mr James Jefferson, Ms Aasta Shrestha, Mr Chris Worth, Mr Hamish McGillivray, Ms Sandhira Naidoo, Ms Maria Cameron, Ms Anna Smith, Ms Jessica Mackman, Mr Andrew Banks  
**Via Zoom:** Mr Glen Olsen

**WHAKAPĀHA | APOLOGIES:** Cr Glen Cooper, Mr Michael Moore

**LEAVE OF ABSENCE:** There were none.

**1 NAU MAI | WELCOME**

The Chair, Cr Sophie Handford welcomed everyone to the meeting.

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

The Chair opened the meeting with karakia a te Kaunihera.

**3 WHAKAPĀHA | APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION SOF2024/34**

Moved: Cr Martin Halliday

Seconder: Deputy Mayor Lawrence Kirby

That the apologies received from Cr Glen Cooper and Waikanae Community Board member, Mr Michael Moore, be accepted.

**CARRIED**

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

There were no declarations of interest made.

**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 members of the public present.

**6 NGĀ TEPUTEIHANA | DEPUTATIONS**

There were no deputations scheduled.

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

- (a) There were no leaves of absence requested.
- (b) There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.

**8 HE KŌRERO HOU | UPDATES**

There were no updates scheduled.

**9 PŪRONGO | REPORTS**

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

Jason Holland, District Planning Manager introduced the item and alongside Aastha Shrestha, Intermediate Policy Planner, provided an overview of the report and answered members' questions.

**COMMITTEE RESOLUTION SOF2024/35**

Moved: Cr Liz Koh

Seconder: Cr Martin Halliday

That the Strategy, Operations and Finance Committee:

- A. Approves the following plan changes under clause 17 of Schedule 1 of the Resource Management Act 1991 (RMA):
  - A.1 Proposed Plan Change 1D (Reclassification of Arawhata Road, Tutanekai Street, and Ventnor Drive), as set out in Attachment 1.
  - A.2 Proposed Plan Change 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), as set out in Attachment 2.
  - A.3 Proposed Plan Change 1K (Electoral Signage), as set out in Attachment 3.
  - A.4 Proposed Plan Change 1L (Council Site Rezonings), as set out in Attachment 4.

**CARRIED**

**9.2 DANGEROUS, AFFECTED, AND INSANITARY BUILDINGS POLICY - STATEMENT OF PROPOSAL AND APPROVAL TO CONSULT**

Chris Worth, Principal Policy Advisor introduced the item and alongside Hamish McGillivray, Manager Research & Policy, highlighted the proposed policy changes.

Mr Worth noted a likely amendment to the submission hearing date and answered members'

questions.

**COMMITTEE RESOLUTION SOF2024/36**

Moved: Cr Martin Halliday

Seconder: Cr Liz Koh

That the Strategy, Operations and Finance Committee:

- A. Approve the Statement of Proposal and proposed Dangerous, Affected, and Insanitary Buildings Policy 2024 for public consultation from 18 September to 18 October 2024 (refer to Attachment 1 and 2).
- B. Delegate authority to the Mayor and Chief Executive to approve any minor and technical editing changes to the consultation documents.

**CARRIED**

**9.3 SEEKING APPROVAL FOR PUBLIC NOTIFICATION OF PROPOSED DISTRICT PLAN CHANGE 3**

Jason Holland, District Planning Manager introduced the item along with Andrew Banks, Planner at Boffa Miskell and Sandhira Naidoo, Principal Policy Planner.

Mr Banks provided an overview of the report, noting the proposed plan change and answered members' questions.

**COMMITTEE RESOLUTION SOF2024/37**

Moved: Cr Nigel Wilson

Seconder: Cr Liz Koh

The Strategy, Operations and Finance Committee:

- A. Agrees to proceed with Option A, to 'recognise and provide for Kārewarewa urupā by incorporating the urupā into Schedule 9 of the District Plan (Sites and Areas of Significance to Māori)'.
  - D.1 Iwi authorities in the district; and
  - D.2 All landowners within the area identified as Kārewarewa urupā as part of Proposed Plan Change 3.
- B. Endorses the content of the Section 32 Evaluation Report for Proposed Plan Change 3 (Attachments 2 to 6).
- C. Agrees to proceed with Proposed Plan Change 3 (Attachment 1), and subject to the correction of any minor errors, approves public notification of the proposed plan change in accordance with Clause 5 of Schedule 1, on 18 September 2024.
- D. Directs staff to serve public notice of Proposed Plan Change 3 on:
  - D.1 Iwi authorities in the district; and
  - D.2 All landowners within the area identified as Kārewarewa urupā as part of Proposed Plan Change 3.
- E. Agrees the date for the close of submissions on Proposed Plan Change 3 is 30 working days after the date that it is publicly notified.

**CARRIED**

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

**10.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION SOF2024/38**

Moved: Deputy Mayor Lawrence Kirby

Seconder: Mayor Janet Holborow

That the minutes of the Strategy, Operations and Finance Committee meeting of 8 August 2024 be accepted as a true and correct record.

**CARRIED**

**11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**

The Chair, Councillor Sophie Handford closed the meeting with karakia.

**The Rautaki, Whakahaere, me te Ahumoni | Strategy, Operations and Finance Committee meeting closed at 10.19am.**

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**HEAMANA | CHAIRPERSON**