



RĀRANGI TAKE AGENDA

Hui Kaunihera | Council Meeting

**I hereby give notice that a Meeting of the Kāpiti Coast District Council
will be held on:**

Te Rā | Date: Thursday, 29 May 2025

Te Wā | Time: 9.30am

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

**Darren Edwards
Chief Executive**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Kāpiti Coast District Council will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 29 May 2025, 9.30am.

Kaunihera | Council Members

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

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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 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

Nil

6 NGĀ WHAKAWĀ | HEARINGS

Nil

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

8 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)

9 TE PŪRONGO A TE KOROMATUA | MAYOR'S REPORT

Nil

10 PŪRONGO | REPORTS

10.1 RENAMING OLD STATE HIGHWAY 1

Kaituhi | Author: **Tamara Silk, Executive Assistant**

Kaiwhakamana | Authoriser: **Sean Mallon, Group Manager Infrastructure and Asset Management**

TE PŪTAKE | PURPOSE

- 1 This report seeks Council approval for the renaming of the Old State Highway (Old SH1) from Poplar Ave to Peka Peka.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Following the opening of the Kāpiti Expressway in 2017, the Old SH1 was officially transferred to Council ownership in April 2024, allowing it to be renamed. A renaming process began in 2015, involving iwi, community boards, the public, and government agencies. A working party proposed culturally significant names for seven road sections, with public consultation held in 2017.
- 3 Due to subsequent changes, including NZTA retaining Section One as SH59 and plans to address Section Seven as part of the PP2O revocation process only five sections remain under Council consideration.
- 4 Council is now considering final name recommendations based on iwi endorsement, public feedback, and compliance with LINZ guidelines, focusing on five sections for renaming.

TE TUKU HAEPAPA | DELEGATION

- 5 Council has delegated authority to consider this matter under section A.2 of the 2022-2025 Triennium Governance Structure and Delegations “Council and Mayoral Powers”.

TAUNAKITANGA | RECOMMENDATIONS

That Council approve the renaming of Old State Highway 1 as set out in the recommendations below:

- A. Section two, Poplar Avenue to Kāpiti Road, renamed to Hokowhitu.
- B. Section three, Paraparaumu North to Waikanae River renamed to Te Rauoterangi.
- C. Section four, Waikanae Town renamed to Kākākura.
- D. Section five, Waikanae to Peka Peka, renamed to Unaiki.
- E. Section six, Hadfield Road connection, renamed to Katu.

TŪĀPAPA | BACKGROUND

- 6 The MacKays to Peka Peka (M2PP) section of the Kāpiti Expressway (Expressway) opened in 2017. Once the Expressway was opened the revocation works associated with changing the status of the Old SH1 into a local road, owned and operated by Council, commenced.
- 7 Revocation is the formal process of transferring a state highway designation to a local (Council) road designation and any associated physical works associated with this change.
- 8 Revocation was completed in April 2024 and the Old SH1 is now a local road owned and operated by Council. With the change in ownership comes the delegation to rename the Old SH1. Once a state highway has been revoked the name state highway cannot be used for address and identification purposes.

- 9 The Old SH1 renaming project was first established in 2015 and involved extensive discussion and consultation. This included with Councillors, Community Boards, Te Whakaminenga o Kāpiti (TWOK), the community and government agencies.
- 10 In February 2016, in agreement with TWOK, Council commissioned a working party made up of representative from the district's three iwi to work with Anthony Dreaver, a local historian, to identify and research possible names for Old SH1 that are representative of the district's cultural and social history.
- 11 In May 2016 Council agreed under report SP-16-1937 that SH1 between Paekākāriki and Peka Peka would be divided into seven sections (Appendix 1) for renaming purposes.
- 12 These seven sections generally reflect where the current demarcations are for sections of Old SH1 that have different names (such as Main Road, Main Road South, Main Road North, Amohia Street and Rimutaka Street) and will largely allow current house numbering to be retained.
- 13 In early 2017 Council invited the community to have their say on name options for the seven sections of Old SH1, including on the names proposed by the working party. Recognising that renaming Old SH1 was likely to generate significant public attention the objective was to run a visible, open and transparent community process.
- 14 Community Boards were also asked to engage with their communities to collect feedback on the working party's proposed names and seek name suggestions.
- 15 The renaming process has also considered guidance from LINZ and the AUS/NZ Standards and Council's Road Naming Policy (Appendix 2).

The Seven Sections (with details from 2016)

Section	Location	Details	Community Board
Section One	Paekākāriki to MacKay's Crossing	Properties (numbers 27 to 79 to Poplar Avenue) use SH1 for address and identification purposes	Paekākāriki
Section Two	Poplar Avenue to Kāpiti Road	Properties use Main Road South (numbers 36 to 282).	Paraparaumu/ Raumati
Section Three	Paraparaumu North to Waikanae River	Properties use a mixture of SH1 and Main Road North addresses. Addresses start at 10 (eastern side) and 17 (western side), increasing in a northerly direction.	Paraparaumu/ Raumati
Section Four	Waikanae Town	Properties use Main Road, Waikanae Addresses from 2 to 146, increasing in a northerly direction	Waikanae
Section Five	Waikanae to Peka Peka	Properties use SH1. Addresses start at 27 and increase to the north	Waikanae
Section Six	Hadfield Road connection	There are no properties on this section	Waikanae
Section Seven	Peka Peka Road to Te Kowhai Road	This section has one SH1 addressed property	Waikanae

Working Party Report

- 16 In February 2016, in agreement with TWOK, Council commissioned a working party. The working party provided its report to Council in October 2016 (Appendix 3). Their report identifies one name for each of the seven sections and provides background research about each name's historical and cultural significance to the district and their relationship with intersecting streets.

17 The names identified for each section are:

Section	Location	Proposed Name
Section One	Paekākāriki to MacKay's Crossing	Hurumutu
Section Two	Poplar Avenue to Kāpiti Road	Hokowhitu
Section Three	Paraparaumu North to Waikanae River	Rauoterangi (Te Rauoterangi)
Section Four	Waikanae Town	Kākākura
Section Five	Waikanae to Peka Peka	Unaiki
Section Six	Hadfield Road connection	Katu
Section Seven	Peka Peka Road to Te Kowhai Road	Matene Te Whiwhi

SH1 Renaming Conversation

- 18 In early 2017 Council invited the community to have their say on name options for seven sections of Old SH1, including on the names proposed by the working party.
- 19 Renaming Old SH1 attracted significant media and public attention. While this presented some communication challenges, it resulted in 1,075 submissions from 584 people who submitted.
- 61 did not suggest a name and gave general comments
 - 68 submitters were identified as living on Old SH1
 - 105 asked for the current names to be retained
 - 286 were in favour of one name for Old SH1
 - 540 identified names for sections of Old SH1
 - 58 were in support of the working party

Summary of submissions

Section	Section Name	Highest Support	2nd Highest Support	3rd Highest Support
Section One	Paekākāriki to Mackays	Hurumutu		
Section Two	Poplar Ave to Kāpiti Rd	Main Rd South (51 submissions)	Hokowhitu (7)	Main Rd Raumati (5)
Section Three	Paraparaumu north to Waikanae River	Southwards family (29) Comprising <i>Southward Dr (15)</i> <i>Lady Vera Parkway (6)</i> <i>Len Southward Dr (5)</i> <i>Sir Len Dr (3)</i>	Main Rd North (22)	Tini Rakau (21)
Section Four	Waikanae Town	Main Rd (36)	Kākākura (9)	Old Main Rd (8)

Section Five	Waikanae to Peka Peka	Main Rd Waikanae (9)	Unaiki (8)	Main Rd North (6)
Section Six	Hadfield Rd Connection	Katu (10)	Horrobin (8)	Hadfield Link Rd / Main Rd Peka Peka (5)
Section Seven	Peka Peka Rd- Te Kowhai Rd	Matene Te Whiwhi (9).	Main Rd Peka Peka (5)	Main Rd North (4)

Community Boards feedback

20 Community boards were also asked to provide feedback on their preferred names. This excluded Ōtaki at the time as the focus was on the M2PP revocation section. Community boards summary of preferred names:

Community Board	Section	Section Name	Recommendation
Paekākāriki Community Board	Section One	Paekākāriki to Mackays,	Hurumutu Rd
Paraparaumu - Raumati Community Board (Prior to Raumati Community Borad being created)	Section Two	Poplar Ave to Kāpiti Rd	Main Rd South
	Section Three	Paraparaumu north to Waikanae River	Main Rd North
Waikanae Community Board	Section Four	Waikanae town	Main Rd
	Section Five	Waikanae to Peka Peka	Main Rd
	Section Six	Hadfield Road connection	Horrobin Rd
	Section Seven	Peka Peka Rd to Te Kowhai Rd.	Matene Te Whiwhi Rd

Summary of engagement and consultation process

21 In late 2017 the renaming process was put on hold until the Old SH1 revocation had been completed and the road vested to Council allowing them to formally rename the road.

22 In December 2024 TWoK provided their endorsement for the working parties proposed names for all of the seven sections of the Old SH1 with a request that “Rauoterangi” should be more appropriately named Te Rauoterangi.

23 The final summary of naming options is set out below.

Section	Section Name	Working Party	Submissions	Community Board
Section One	Paekākāriki to Mackays	Renamed SH59	Renamed SH59	Renamed SH59
Section Two	Poplar Ave to Kāpiti Rd	Hokowhitu Rd	Main Rd South	Main Rd South

Section Three	Paraparaumu north to Waikanae River	Te Rauoterangi Rd	Southwards family comprising Southward Dr, Lady Vera Parkway, Len Southward Dr, Sir Len Dr	Main Rd North
Section Four	Waikanae Town	Kākākura Rd	Main Rd	Main Rd
Section Five	Waikanae to Peka Peka	Unaiki Rd	Main Rd Waikanae	Main Rd
Section Six	Hadfield Rd Connection	Katu Rd	Katu Rd	Horrobin Rd
Section Seven	Peka Peka Rd-Te Kowhai Rd	Matene Te Whiwhi Rd	Matene Te Whiwhi Rd	Matene Te Whiwhi Rd

HE KŌRERORERO | DISCUSSION

- 24 In the time that has passed since the renaming process was put on hold the NZ Transport Agency Waka Kotahi (NZTA) has renamed the Section one (Paekākāriki to Mackays) SH59. This now excludes that section of the Old SH1 from any Council naming process as this section remains in NZTA ownership.
- 25 Section seven (Peka Peka Rd to Te Kowhai Rd) is also now part of a longer, continuous section of Old SH1 to Ōtaki. One road name may be appropriate from Peka Peka roundabout to the Otaki River and therefore it is proposed to leave this section until PP2Ō section of the Old SH1 is revoked.
- 26 The use of the names Main Rd North and Main Rd South, specifically the suffixes, such as Road *North* and Road *South*, are not permitted by section 4.7.10 of AS/NZS 4819:2011 Rural and urban addressing. Their use is not supported by the LINZ Addressing team because they can create inconsistencies that compromise address clarity, complicate data management, and potentially impede emergency response effectiveness. As these names would not be supported by LINZ officers have not recommended these as alternative names.
- 27 Officers also asked LINZ to investigate the name Main Road for the entirety of Section Four. Main Road is the current name of this section, as it was a named segment of the former SH1. There is no duplication of property numbers along this section. Although officers have not recommended that Section Four be renamed Main Road LINZ has confirmed that the ongoing use of Main Road, Waikanae is an acceptable option.
- 28 As discussed previously It has been several years since the consultation and engagement with the community on the renaming of the Old SH1. There is also now an additional new community board (Raumati) and the current proposal would only now relate to five sections not the original seven.

He take | Issues

- 29 The previous engagement and consultation process did raise questions from the community with regard to the use of Te Reo for road naming purposes, with suggested difficulty for some people with pronunciation and spelling. It should be noted however that we currently have a number of roads within the district that have Te Reo names which have been in place for many years without incident.
- 30 There were also suggestions that a single road name would be more straight forward. This however would require significant change with regard to house numbers of over 1000

properties, which is still considered more disruptive and costly than continuing with the current five section approach.

- 31 It is not proposed that any further consultation or engagement is undertaken on this process and that the previous work carried out by council is still sufficiently robust and valid to allow a decision to be made on the preferred name for the five sections of the Old SH1. There is also currently no allowance within the current or future years budget for any further consultation or engagement.

Ngā kōwhiringa | Options

Option 1

- 32 This option is preferred and would allow for the work of the Iwi working party to be suitably acknowledged.
- 33 As previously discussed, there are multiple Māori road names across the district that have been in place for many years without incident. The creation of new subdivisions across the district will often include new streets with Māori names provided by developers and adopted by community boards under the current council naming policy.

Section	Section Name	Working Party
Section Two	Poplar Ave to Kāpiti Rd	Hokowhitu Rd
Section Three	Paraparaumu north to Waikanae River	Te Rauoterangi Rd
Section Four	Waikanae Town	Kākākura Rd
Section Five	Waikanae to Peka Peka	Unaiki Rd
Section Six	Hadfield Rd Connection	Katu Rd

Option 2

- 34 This option reflects the feedback from the public consultation process and is not preferred.
- 35 The names proposed for section two, section four and five do not comply with AUS/NZ Standard on Rural and Urban Addressing.

Section	Section Name	Submissions
Section Two	Poplar Ave to Kāpiti Rd	Main Rd South
Section Three	Paraparaumu north to Waikanae River	(Southwards family comprising Southward Dr, Lady Vera Parkway, Len Southward Dr, Sir Len Dr
Section Four	Waikanae Town	Main Rd
Section Five	Waikanae to Peka Peka	Main Rd Waikanae
Section Six	Hadfield Rd Connection	Katu Rd

Option 3

- 36 This option reflects the feedback from community boards. Although no preferred options have been provided by the new Raumati community board.
- 37 This option is not preferred as all, but section six does not comply with AUS/NZ Standard on Rural and Urban Addressing.

Section	Section Name	Community Board
Section Two	Poplar Ave to Kāpiti Rd	Main Rd South
Section Three	Paraparaumu north to Waikanae River	Main Rd North
Section Four	Waikanae Town	Main Rd
Section Five	Waikanae to Peka Peka	Main Rd
Section Six	Hadfield Rd Connection	Horrobin Rd

Mana whenua

- 38 In February 2016, in agreement with TWoK, Council commissioned a working party made up of representative from the district's three iwi to work with Anthony Dreaver, a local historian, to identify and research possible names for Old SH1 that are representative of the district's cultural and social history.
- 39 The working party provided its report to Council in October 2016. Their report identifies one name for each of the seven sections and provides background research about each name's historical and cultural significance to the district and their relationship with intersecting streets.
- 40 In December 2024 TWoK provided their endorsement for the working parties proposed names for all of the seven sections of the Old SH1 with a request that "Rauoterangi" should be more appropriately named Te Rauoterangi.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 41 Not applicable.

Ahumoni me ngā rawa | Financial and resourcing

- 42 No further funding has been allocated and may be required for:
- 42.1 Redirection of mail
 - 42.2 Sign writing of business premises or vehicles
 - 42.3 Installation of new road signs
 - 42.4 Staff resources and communication material
 - 42.5 Other costs or items of compensation
- 43 It is expected that costs could range from \$20,000-\$150,000, depending on recommendation selected.
- 44 If the council recommendation is to continue with the proposed five section approach then it is expected that the costs would be minimal and could be found from within existing budgets. This would not be the case if further consultation was required or a change from five sections to one continuous road name was required.

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

- 45 Council officers have sought legal advice to inform the options and recommendations in this paper.
- 46 Ultimate responsibility for the naming of roads and allocation of property numbers resides with local authorities (sections 319(1)(j) and 319B(1) of the Local Government Act 1974).
- 47 In relation to the naming of roads, the Local Government Act 1974 requires Councils to advise the Surveyor-General or new or updated road names (section 319 A and 319B(3)). LINZ then ensure that the road name of property number meets the Addressing Standard and guidelines, and updates the official national record.
- 48 The Australia/New Zealand Standard 'AS/NZS 4819: Rural and Urban Addressing' is relevant to the decision in this report. It sets out requirements and guidance for addressing authorities to use for naming roads, with the goal to specify requirements for assigning addresses that can be readily and unambiguously identified and locations; and is intended to help local authorities fulfil their custodial responsibility for the ongoing maintenance, accuracy and quality of addresses in a manner that is consistent across the country, and wherever possible, across both Australia and New Zealand.
- 49 LINZ has confirmed that the Standards and supporting guidance exist to drive good addressing outcomes that are enduring for the benefit of all. The LINZ Addressing Team support Councils to apply to the Standard and guidance to road naming and property address allocation.

Ngā pānga ki ngā kaupapa here | Policy impact

- 50 Not applicable.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

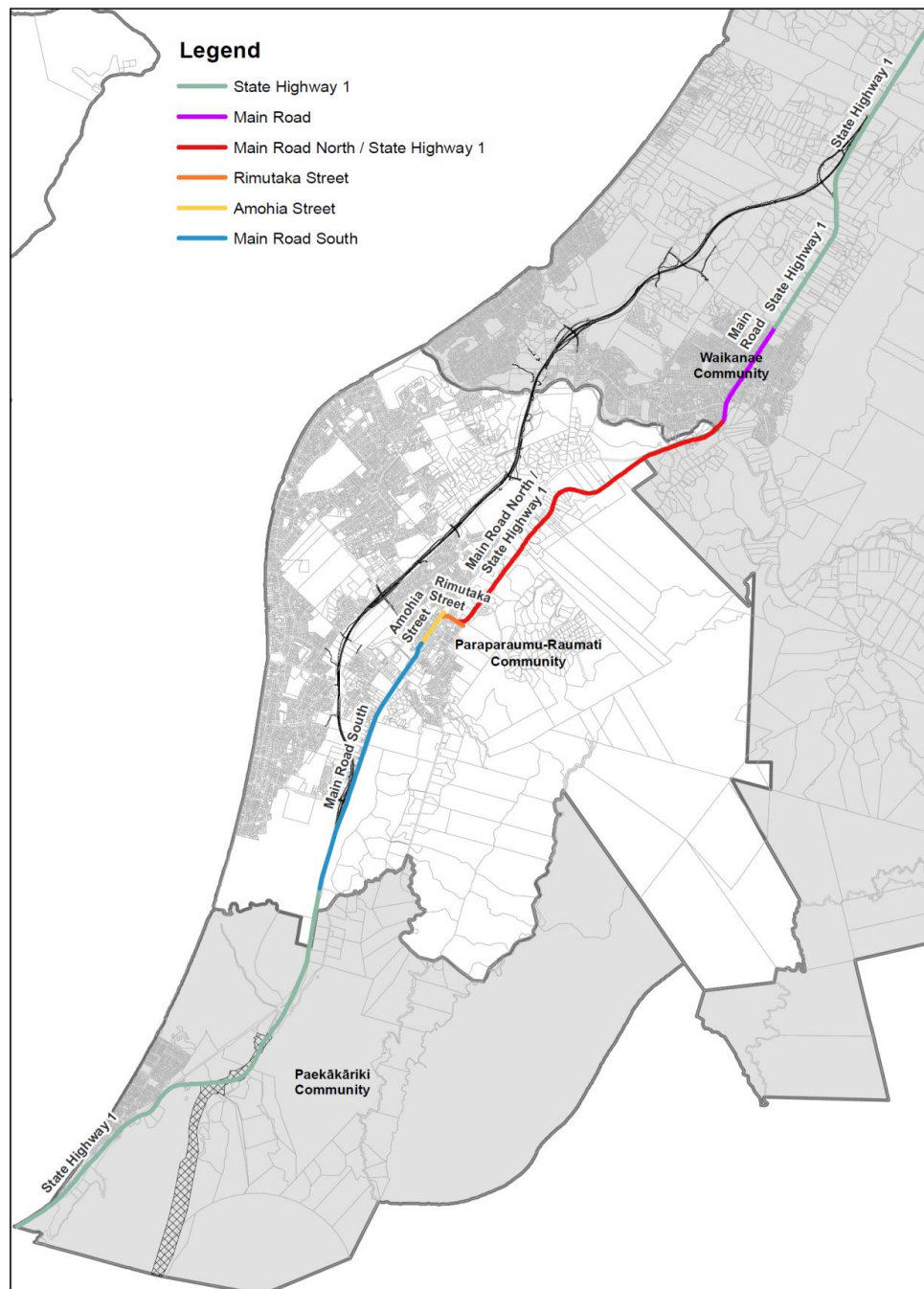
- 51 In early 2017 Council invited the community to have their say on name options for seven sections of Old SH1, including on the names proposed by the working party. No further engagement is planned at this stage, beyond targeted engagement with impacted properties.

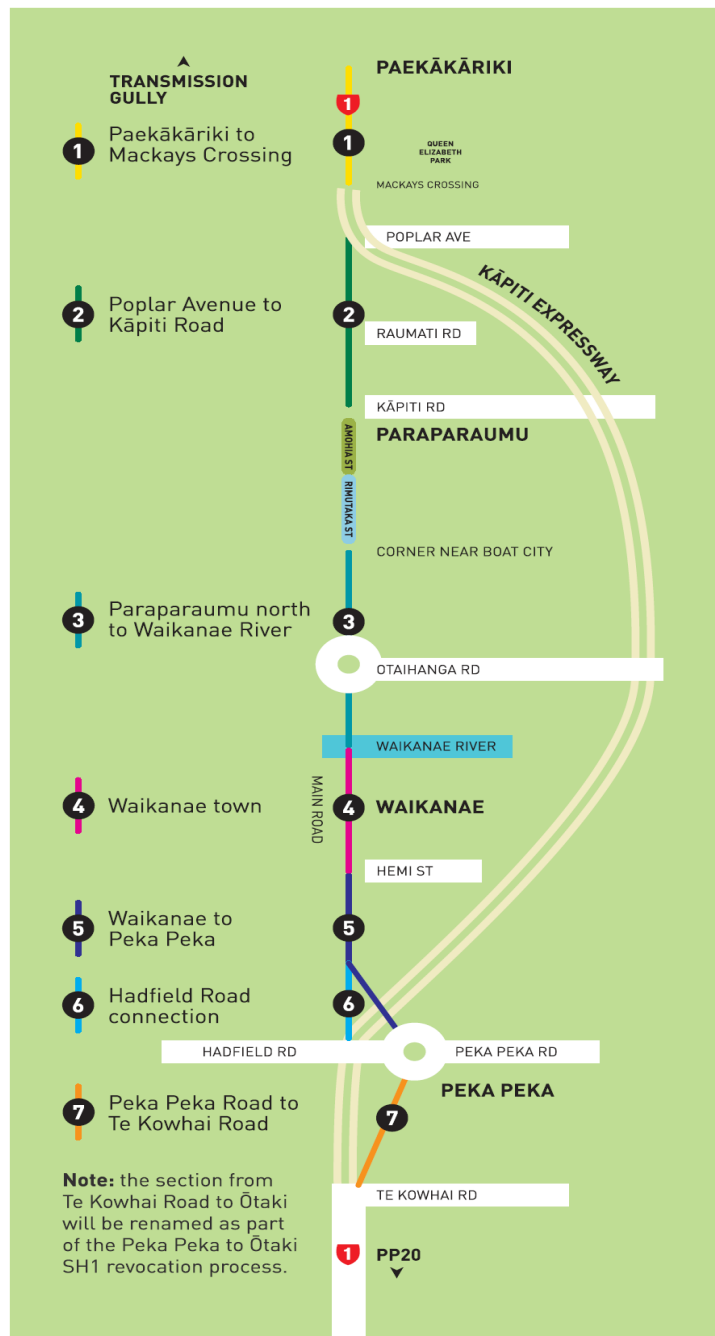
Whakatairanga | Publicity

- 52 A communications plan has been developed to inform the community of Council's decision.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Appendix 1 - Maps [↓](#)
2. Appendix 2 - Criteria for Renaming [↓](#)
3. Appendix 3 - State Highway 1 Renaming Project Report [↓](#)





Criteria for Renaming (abridged)

The following criteria are based on sections/parts of the AUS / NZ Standard (rural and urban addressing) and general provisions as part of the renaming process.

1. All criteria need to be met for names to be considered.
2. Names need to be supplied within 7 March to 14 April. Late proposals will not be considered.
3. More information on the State Highway 1 (SH1) renaming can be found at kapiticoast.govt.nz/SH1-renaming
4. The council has chosen to seek proposals for renaming seven sections of the current SH1. The reasons for choosing seven sections for the SH1 renaming include having names that reflect the district character of each section of the road; and to retain street numbering to minimise disruption to affected property owners.
5. Amohia and Rimutaka Streets are retained due to their distinct history. The Council is not asking for suggestions to replace these sections of the State Highway.
6. Names can be suggested for individual sections or for all seven sections of SH1.
7. Should a name require more research to understand its providence / history, Council will discuss this with the name proposer and suitable research will be carried out by an independent historian if required.
8. A proposed name should reflect the historical or cultural or existing thematic or environmental identity of an area, and to recognise the unique characteristics of that area and possibly the community. (This can be recognised by looking at mana whenua, early settlers, war servicemen and women and other persons who have contributed to the area and to its heritage, local history themes, commemoration of a local or national significant event, flora, fauna etc.)
9. A proposed name should only use characters from a standard English alphabet and recognised macrons for a Māori name, apostrophes and accents where necessary.
10. A proposed name must not be commercially based or be the name of living persons – unless the company is no longer in use and/or the name reflects the heritage of an area.
11. Every road name shall consist of a name element followed by a road type. Road names without a type shall not be used (e.g. 'Boundary' is not acceptable).
12. A road name shall comply with relevant jurisdictional legislation, policies and guidelines.
13. The use of an unofficial road name is not acceptable. Such a road shall be assigned an official name.
14. A road name shall not be offensive, racist, derogatory or demeaning.
15. A proposed name should be easy to pronounce, spell and write and preferably not exceed three words (including road type, e.g. 'road') or 25 characters. However, in the case of indigenous languages it is accepted that a traditional name which may appear at first to be complex will, over time, become familiar and easy to use within the community.
16. The name element of a road name, regardless of any difference in the road type, shall not be:
 - (a) the same as an existing road name;
 - (b) similar in spelling to an existing road name; or
 - (c) similar in sound to an existing road name;where the existing road name is –

- (a) in the same locality; or
 - (b) in an adjoining locality; or
 - (c) in the same local government area.
17. A road name derived from indigenous sources should be local to the area and endorsed by the recognised local indigenous community. Where a road name is derived from an indigenous language it shall comply with the written form, should one exist.
 18. A road name shall not consist of the conjoined names of places or localities found along or at the ends of the road (e.g. 'Newtown-Kelston Road').
 19. The length of a road name should be shorter, rather than longer, especially where the road itself is short.
 20. A road type shall not be included in the name part of a road name (e.g. Boulevard Street).
 21. A road name shall have the same spelling as any name from which it is derived (e.g. McDonnell and McDonnell Road, and not McDonnell and MacDonnell Road)
 22. A road name shall not be abbreviated or contain an abbreviation, initial, or acronym (e.g. 'Mount', not 'Mt') except that 'St' shall be used for 'Saint'
 23. The definite article 'The' shall not be used as the sole name element of a road name (e.g. it is not acceptable to name a road 'The Avenue').
 24. A road name should not include a preposition (e.g. Avenue of the Allies).
 25. A road name shall not include a possessive apostrophe (e.g. St Georges Terrace not St George's Terrace). Apostrophes forming part of an eponymous name may be included (e.g. O'Connor Road).
 26. A road name shall not include a full stop.
 27. A road name shall only use characters from the standard alphabet, although macrons (e.g. ā) are permitted for a Maori name. Diacritical marks (e.g. ä, ç, ó) and special characters (e.g. @, &, !) shall not be used
 28. A road name shall not include a hyphen. Where the name from which the road name is being derived includes a hyphen, it may be replaced with a space.
 29. A road name shall not contain Arabic numbers (e.g. '3' or '4th') or Roman numerals. Where numbers are used they shall be written in full (e.g. Fifth Avenue, Ten Mile Road).
 30. A road name shall not include qualifying terminology, a cardinal indicator, or a similar prefix (e.g. Upper, New, North, South), unless the road name is derived from a name which includes it.

SH1 RENAMING PROJECT

REPORT OF WORKING PARTY

MEMBERS OF WORKING PARTY

Rupene Waaka, Ngati Raukawa

Hohepa Potini, Ngati Toarangatira

Ra Higgott, Te Ati Awa ki Waikanae, Ngatitoa, Ngati Raukawa

Anthony Dreaver

Basis for choice

Existing names have been avoided

All members of the group have submitted names for consideration

The names recommended are our collective agreement

The names are selected from Kapiti history since 1820

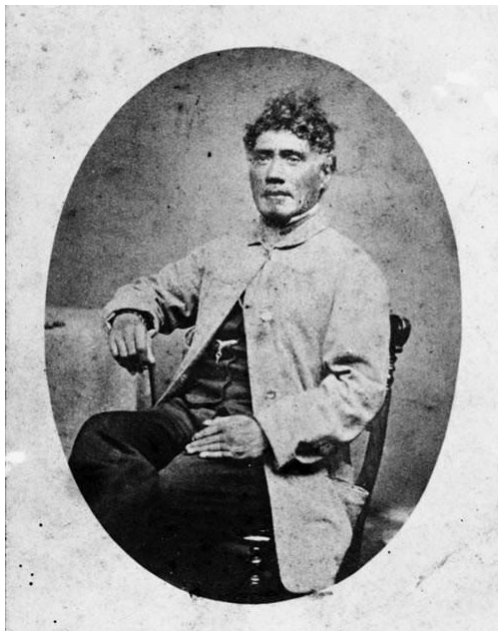
Recommended names

Location	Name
Pekapeka roundabout to Te kowhai	Matene Te Whiwhi
Hemi Street, Waikanae to Pekapeka	Unaiki
Hadfield Road connection	Katu
Waikanae township	Kakakura
Paraparaumu North to Waikanae river	Rauoterangi
Poplar Ave to Kapiti Road	Hokowhitu
Paekākāriki to Poplar Ave	Hurumutu

INTRODUCTION

The names that we recommend honour people who in different ways contributed to today's bi-cultural Kapiti region. Taken together their names form a chain of founders of the region. Six of them name community leaders dating from the original settlement of the northern iwi in the 1820s through to the founding of villages along the line of rail in the 1890s. The other name, Hokowhitu, is chosen in this centenary year of the First World War as the name of the Maori contingent at Gallipoli and on the Western Front that included a strong party from Kapiti.

1 Matene Te Whiwhi



Te Whiwhi,¹ sometimes called Te Whiwhi-o-te-rangi, was the son of Topeora,² the sister of Te Rangihaeata,³ a woman who held a foremost place among Ngati Toa and Ngati Raukawa; she was the daughter of Waitohi and an older sister to Te Rauparaha⁴.

Te Whiwhi and his mother Topeora were baptised at Otaki by the CMS missionary Octavius Hadfield in 1843. He took the name of Henare Matene, from that of Henry Martyn, a notable missionary to India. He is most commonly known as Matene Te Whiwhi.

Matene travelled to this area on the first section of the migration, Te Heke Tahu-tahu-ahi, about 1821. Thus, as a young man he lived through the turmoil caused by the movement of many northern peoples to the south of the North Island in the 1820s and 1830s.

Matene first appears in the historical record in 1839, when he and his cousin Tamihana Te Rauparaha went to the Bay of Islands to seek a missionary for their district. Christianity had already been taught in

the Otaki district by Maori teachers; Matene and Tamihana had learned their letters by poring over a battered copy of St Luke's gospel. At Paihia they explained their mission by saying that the leaders of their peoples were weary of the strife of the previous two decades. When Henry Williams offered them a missionary as soon as one could be spared, they declined to return without one. Octavius Hadfield then volunteered for the task.

¹ Signatory of the ToW, 14 May 1840, Kapiti island ; <http://www.teara.govt.nz/en/biographies/1t89/te-whiwhi-henare-matene>

² Signatory of the ToW, 14 May 1840, Kapiti island.

³ Signatory of the ToW, 19 June 1840, Mana Island.

⁴ Signatory of the ToW, 14 May 1840, Kapiti island and 19 June 1840, Mana Island.

On 11 September 1843 Matene married Pipi Te Ihurape at Otaki. In the same year he himself became a missionary, travelling with Tamihana to the South Island to preach to their own people and to Ngai Tahu, so recently attacked by Tamihana father. By early 1844 he was back in the Cook Strait region. In February he attached Te Rangihaeata name to a deed selling much of the Hutt Valley, and in January 1846 again signed his uncle's name on a letter expressing loyalty to the Queen. Later that year he spent some time at St John's College, Auckland.

A major change in Matene life came in the early 1850s, as a result of Tamihana visit to England in 1851 and 1852. Tamihana returned impressed with the power and prestige of the British monarchy and saw it as a model for Maori to follow. He passed the lesson on to Matene. Beginning in 1853, the pair undertook a series of journeys in the central North Island, urging upon the tribes the idea of a Maori king to protect their remaining lands. The idea caught on, although it also provoked hostile responses.

At the heart of Matene advocacy was the protection of the land. He had observed, and in fact taken part in, the alienation of land in the Cook Strait region. He advocated the building of the great house Taiporohonui, at Manawapou in Ngati Ruanui territory, as a place for the discussion of land issues. A meeting there in 1854 resolved to end all further land sales, on pain (some reports said) of death. In late 1856 a meeting at Pukawa, near Lake Taupo, nominated Potatau Te Wherowhero as the prospective Maori king and he was installed in June 1858.

Circa 1850's⁵ Mokau or Te Rangihaeata dictated to Matene some genealogies, stories etc.

Matene part in the formative years of the King movement was pacific and defensive. In the 1850s the central North Island had little Pakeha settlement, and Matene wished to preserve the situation. He was disappointed by the outcome. Mounting pressure from government and settlers produced a growing readiness among many Maori to resist by force.

When war broke out and spread through the centre of the North Island in the 1860s, Matene main concern was to keep it away from his own district, even at the cost of working with the government. By 1860 he was firmly opposed to the movement he had helped to found; at an Otaki meeting in that year he and Tamihana strenuously opposed the raising of the King's flag.

No doubt Matene felt the difficulties of his situation. He would have sympathised with the goals, if not the methods, of those who took up arms in the 1860s, to preserve Maori independence and to protect Maori lands. But he also wanted peace for his people, and this drove him into the arms of the government. In 1860 an official, William Searancke, referred to Matene as one of Native Secretary Donald McLean's old friends. By 1864 he was receiving an annual salary of £100 as a senior assessor; by 1868 he was receiving the same sum as a pension for 'Services rendered to the Government'.

In 1878 Matene including his sister Rakapa and two others were crown granted⁶ Ngawhakangutu block. Therefore Matene is an original Ngati Raukawa owner of the land where the expressway is being built.

He died at Otaki on 28 September 1881. His wife had died much earlier, in 1857. They had at least three children, Heni, Ruiha and Wiriha, leaving many descendants. Matene Street is named after Matene Te Whiwhi.

⁵ http://natlib.govt.nz/records/22344781?search%5Bi%5D%5Bname_authority_id%5D=-81171&search%5Bpath%5D=items

⁶ Certificate of title 29/289

2 UNAIKI 1839 to 1891

Ngati Raukawa, Ngatiawa⁷ and Ngati Toa woman of mana, wahine rangatira



Portrait of Unaiki by Gottfried Lindauer

Unaiki Pukehi, of Ngati Raukawa and Ngati Toa, was born at the time of the battle Kuititanga. Her father was Te Pukehi of the Ngati Turanga hapu of Ngati Raukawa and her mother was Harata Tihake of Ngati Toa and Ngati Rahiri.

In 1852, she married the Waikanae leader, Wi Parata Te Kakakura. They had many children, whose descendants remain in the district. She would have been centre of the family in the kainga at Tukurakau and in the move to a large new house beside Whakarongotai marae when the railway was built. Her role would have been especially vital during her husband's frequent absences on political duties.

Her portrait by Gottfried Lindauer in 1877 portrays a warm, beautiful and dignified person. Unaiki died at Manakau, Horowhenua, in 1891 and is buried in Ruakohatu urupa beside St Luke's Church, Waikanae.

- Hohepa Solomon, *Dictionary of New Zealand Biography [DNZB]*, v.2, P5.
- *Headstone, Ruakohatu urupa, Waikanae*
- *Alexander Turnbull Library*

⁷ *Ngatiawa* was the accepted iwi name until 1936, as recorded in the Native Purposes Act 1936 Sect. 10. Since then the usage has been *Te Ati Awa* or *Te Atiawa*.

3 KATU 1820(?)–1870

Ngati Toa and Ngati Raukawa warrior, writer, evangelist and sheepfarmer



Portrait of Tamihana Te Rauparaha in 1869. [Alexander Turnbull Library Ref: 1/2-021822-F]

Katu, of Ngati Toa, also known as Tamihana Te Rauparaha, was the son of the great chief Te Rauparaha and his senior wife, Te Akau. He was born during the migration from Taranaki to the south. In his youth he accompanied his father on war expeditions to Te Wai Pounamu (South Island) and later wrote the story of these events.

He became a peacemaker rather than a warrior when he and his cousin Matene Te Whiwhi travelled to the Bay of Islands in 1839 to seek a missionary. He signed the Treaty of Waitangi on Kapiti Island on 14 May 1840. He was an evangelist with Octavius Hadfield and after his father was arrested he influenced people at Otaki not to take revenge.

A visit to England in 1852, when he met Queen Victoria, convinced him that a Maori King was needed to bring law and security to the Maori people. The role was accepted by Te Wherowhero in 1858. Katu became a successful sheepfarmer in the Pekapeka area and was appointed a senior assessor for disputes in court.

- *Steven Oliver, DNZB v.1, T75*
- *Tamihana Te Rauparaha, Life and Times of Te Rauparaha (Martinborough, 1980)*

4 KAKAKURA 1830s–1906

Ngati Toa and Ngatiawa leader, farmer and politician



Portrait of Wiremu Te Kakakura Parata by Gottfried Lindauer, 1877. [Auckland Art Gallery]

Wiremu (Wi) Te Kakakura Parata MHR, MLC was born on Kapiti Island in the mid-1830s. His mother, Metapere Wai-punahau, was daughter of Te Rangi-hiroa whose wife, Pohe, was chieftainess of Kaitangata hapu of Te Atiawa. His father, George Stubbs, was a whaler and trader who drowned in a boating accident off Pukerua Bay about 1838.

Kakakura spent his childhood at the palisaded pa of Ngatiawa at Kenakena. His mother was influential in land dealings when the community moved from Kenakena to the newly-established native village called Tukurakau, which was north of Waikanae River on the seaward side of Greenaway Road. Kakakura married Unaiki in 1852 and had many children. He had an extensive farm on Kapiti Island.

In 1871 he was elected to Parliament as member for Western Maori, speaking strongly in favour of laws that took account of the needs of both people and for the return of confiscated land in Taranaki. He became a supporter of Te Whiti-o-Rongomai and established a house at Parihaka.

In 1886, when the railway was built, he moved his residence to today's town centre, relocated the meeting-house Whakarongotai, had St Luke's Church shifted from Tukurakau on to land that he provided in Elizabeth Street, and built and operated a successful accommodation house called Mahara House. The principal buildings of Waikanae were therefore all Maori. His land east of the railway, subdivided for sale in 1897, was known as the Township of Parata. This precinct was the early commercial centre of the town and a number of its early buildings survive.

After his accidental death in 1906 he was buried in Ruakohatu urupa beside St Luke's Church. His descendants have been prominent in the community through several generations.

- *Hohepa Solomon, DNZB, V.2, P5*
- *Chris and Joan Maclean, Waikanae (Waikanae, 2010)*

5 RAUOTERANGI c.1817–1871

Ngati Toa, Ngati Mutunga and Ngati Hautonga leader, trader, innkeeper, woman of mana



'Scotch Jock's Pub', Paekakariki, owned and operated by Kahe and Jock Nicoll.

[E. Pharazyn, from a sketch by W Swainson, c.1853. Alexander Turnbull Library Ref:E-293-q-001]

Kahe Te Rau-o-te-rangi, also known as Kahe/Peeti/Betty Nicoll, was old enough to walk on Te Rauparaha's migration from northern Taranaki to Kapiti Island in 1821.

From 1832 she worked with her Pakeha husband, Jock Nicoll, as a trader between Marlborough Sounds and the Whanganui River. She became famous for swimming from Kapiti Island to the mainland with a child strapped to her back to raise the alarm when Ngati Toa were attacked by a war party from the south. In her honour, the channel was named Te Rau-o-te-rangi. Being a leader with mana, she was one of only five women to sign the Treaty of Waitangi.

She formally married Jock in 1841 and in 1844 was baptised by Octavius Hadfield. In 1845 she and her husband opened an inn at Paekakariki to cater for travellers on the new Paekakariki Hill Road where it connected with the beach highway. Governor George Grey was one of many prominent people who stayed there. Nicoll and Kahe owned land near Waikanae town centre called Rauoterangi Block, named after her⁸.

Her grandson by her daughter Mere and Wiremu Naera Pomare was Sir Maui Pomare, a medical doctor and cabinet minister.

- *Eleanor Spragg, DNZB v. 1, T73*
- *Ray Grover, Cork of War: Ngati Toa and the British Mission – a historical narrative (Dunedin 1982)*
- *W Carkeek, The Kapiti Coast.*

⁸ Map reference: Plan of Part of Ngarara West A, ML1491

6 HOKOWHITU



When the First World War broke out, these 27 men from the district between Paekakariki and Levin promptly volunteered for service in the Native Contingent. They began training in October 1914 and landed on Gallipoli in July 1915. Their regimental badge was 'Te Hokowhitu-a-Tu.'

Their unit was originally intended for garrison duties, but they were soon involved in fighting. There were heavy casualties. Pahia Ropata from this district was one of the first Maori killed in action at Gallipoli.

Following evacuation to France, they and the Otago Mounted Rifles were formed into a pioneer battalion, building trenches and roads, but fully involved in the conflict. In 1917, having been reinforced, they were reformed as the New Zealand (Maori) Pioneer Battalion.

The contingent received a rousing welcome when they returned to New Zealand in 1919. A Māori Pioneer rugby team toured the country for a series of provincial games.

Throughout the war more than 2,500 men served overseas in Te Hokowhitu a Tu, including 470 Pacific Islanders. Casualties included 336 men killed on active service, and over 700 wounded.

- 'Maori Contingent at Gallipoli', URL: <http://www.nzhistory.net.nz/war/maori-in-first-world-war/native-contingent>, (Ministry for Culture and Heritage), updated 15-Mar-2016
- Rikihana Carkeek, *Home, Little Maori, Home* (Wellington, 2003)

7 HURUMUTU 1805 to 1875

Ngati Haumia, Ngatiawa and Ngatiraukawa leader and spokesman



Ropata Hurumutu is seated at left, holding a mere. In front of him is his wife Oriwia. Standing on the right is the Ngati Toa chief Hohepa Tamaihengia with his wife Riria.

[Alexander Turnbull Library Ref: ½-097094-F]

Ropata Hurumutu was a warrior chief of high birth of Ngati Toa (Ngati Haumia and Ngati Te Ra). He came south with Te Rauparaha and fought at the battles of Waiorua (Kapiti Island 1824), Haowhenua (1834) and Kuititanga (1839). In 1834 he settled as leader at Wainui, just north of Paekakariki. His wife Oriwia, was a daughter of the Ngati Toa chief, Tungia.

The people of Wainui were hospitable to travellers, missionaries and fugitives from battle. In 1850, the 196 inhabitants had 40 huts, an Anglican and a Wesleyan chapel, and a daily school. They farmed numerous livestock, grew wheat, kumara and potatoes and prepared flax for sale. After British annexation, Hurumutu was spokesperson for his community with government agents. When the Crown bought the Wainui and Whareroa Blocks in 1858, he was the key person in defining boundaries and setting out reserves. He rented land at Ramaroa (Mackay's Crossing) to Alexander Mackay. Today's road runs beside Wainui's cultivation area.

The name of Hurumutu, with other chiefs of the region, appears frequently as co-signatory in documents addressed to the government dealing with land and political matters.

- *Wakahuia Carkeek, The Kapiti Coast (Wellington 1966)*
- *Papers Past (various references) National Library of New Zealand*
- *H. Tacy Kemp, Statistical Returns, 1850.*
- *Headstone, Ruakohatu urupa*
- *Carol Reihana, Ngati Haumia*

10.2 ADOPTION OF THE ANNUAL PLAN 2025/2026

Kaituhi | Author: Sheryl Gavin, Principal Advisor Corporate Services

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

TE PŪTAKE | PURPOSE

1 This report seeks Council adoption of the 2025/26 Annual Plan.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

2 An Executive Summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

3 The Council has delegated authority to adopt the 2025/26 Annual Plan under Section A.2 of the 2022-2025 Triennium Governance Structure and Delegations.

TAUNAKITANGA | RECOMMENDATIONS

That Council:

- A. **adopts** the 2025/26 Annual Plan in Appendix 1 to this report;
- B. **delegates** to the Mayor, Deputy Mayor and the Chief Executive authority to make minor editorial changes to the 2025/26 Annual Plan prior to publication if required; and
- C. **notes** that the final 2025/26 Annual Plan will be published within one month of adoption and will be made available on the Council website.

TŪĀPAPA | BACKGROUND

- 4 Under Section 95 (A and B) of the Local Government Act 2002, the Council must adopt an Annual Plan. In this case, the 2025/26 Annual Plan represents year two of the 2024-2034 Long-Term Plan (LTP) that was adopted in June 2024, incorporating budget amendments due to circumstantial changes.
- 5 The Council’s preference for the 2025/26 Annual Plan was to adhere as much as possible to year two of the LTP with no significant or material differences introduced.
- 6 In accordance with the Significance and Engagement Policy formal consultation was not required. An information campaign to increase community awareness of the 2025/26 Annual Plan was carried out during May 2025.
- 7 The 2025/26 Annual Plan that is recommended for adoption today is attached to this report.
- 8 The 2025/26 Annual Plan must be adopted before the resolution to set rates for the 2025/26 financial year is passed by the Council.

HE KŌRERORERO | DISCUSSION

9 Our financial strategy specifies limits for rates increases, capex and debt. The table below compares the 2025/26 Annual Plan against the financial strategy limits and the LTP.

Benchmark	Quantified upper limit	2025/26 Planned	Met
Rates affordability			
• Rates (income) affordability	\$118.7 million	\$116.3 million	Yes
• Rates (increase) affordability	8%	6.9%	Yes

Debt affordability benchmark	\$394.5 million	\$307 million	Yes ¹
Balanced budget benchmark	100%	105%	Yes ²
Essential services benchmark	100%	197%	Yes ³
Debt servicing benchmark	10%	7.4%	Yes

He take | Issues

Average rate increase

- 10 In the LTP Council committed to living within a projected rates revenue increase of 7% after growth for the 2025/26 year. Since then, rising costs pushed the increase to 10.1%. To offset these costs, operating budgets were adjusted to achieve a rates revenue increase of 6.9% after growth.

Net debt

- 11 Planned net debt at the end of 2025/26 is forecast at \$307 million (218 percent of total operating income).

Capital expenditure

- 12 Following adoption of the 2024-34 LTP a Capital Programme Board (CPB) was established to manage the three-year consolidated budget for the period 1 July 2024 to 30 June 2027 and agree changes as required.
- 13 Adjustments made by the CPB have resulted in a three-year consolidated capital forecast of \$239.2 million, \$10.6 million higher than the LTP budget of \$228.6 million. The CPB will make further adjustments over time to ensure the three-year LTP capital budget is not exceeded. For more details of the adjustments made see page 54 of the 2025/26 Annual Plan.
- 14 The 2025/26 capital programme, inclusive of budget carry-overs, project re-timing adjustments, and budget increases/decreases is \$84.8 million, \$9.2 million higher than the LTP budget of \$75.6 million. The detailed capital programme can be found on pages 56 to 64 of the 2025/26 Annual Plan.

Ngā kōwhiringa | Options

- 15 There are no options arising from this report.

Mana whenua

- 16 Mana whenua representatives were invited to Council workshops and briefings and the 2025/26 Annual Plan acknowledges our partnership arrangement under Te Tiriti o Waitangi.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 17 There are no climate change issues arising from this report.

¹ The quantified limit for planned net debt is 280% of Total Operating Income. Net debt as at June 2026 is forecast to be 218% of total operating income.

² The Council meets the balanced budget benchmark for the year if revenue (excluding development and financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant and equipment) for the year exceeds operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant and equipment) for the year. The balanced budget benchmark is "met" if the measure is greater than or equal to 100%.

³ The Council meets the essential services benchmark for a year if capital expenditure on network services for the year equals or is greater than depreciation on network services for the year. The essential services benchmark is "met" if the measure is greater than or equal to 100%.

Ahumoni me ngā rawa | Financial and resourcing

- 18 There are no financial and resourcing considerations in addition to those already covered in this report.

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

- 19 By adopting the 2025/26 Annual Plan on 29 May 2025, the Council meets its obligations under the Local Government Act 2002.
- 20 The 2025/26 Annual Plan must be published within one month of adoption. It will be made available on the Council website and in service centres and libraries.

Ngā pānga ki ngā kaupapa here | Policy impact

- 21 There are no policy considerations in addition to those already covered in this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 22 The Significance and Engagement Policy was not triggered for the 2025/26 Annual Plan process, so an information campaign was undertaken instead of formal community consultation.

Whakatairanga | Publicity

- 23 A media advisory will follow the Council's adoption of the 2025/2026 Annual Plan.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. 2025/26 Annual Plan (under separate cover) [⇒](#)

10.3 FEES AND CHARGES FOR 2025/26

Kaituhi | Author: **Paula Reardon, Finance Business Partner**

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

TE PŪTAKE | PURPOSE

1. To adopt the schedule of fees and charges for the 2025/26 financial year.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. The Council reviews and adjusts its fees and charges annually. For the 2025/26 financial year, increases were limited to the Local Government Cost Index (LGCI) inflation factor of 3.2%, with several exceptions.
3. The Council decided not to consult on changes to Fees and Charges for 2025/26, as the changes beyond inflation do not require consultation under local government legislation.

TE TUKU HAEPAPA | DELEGATION

4. Only Council has the authority to approve fees and charges.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council notes and receives this report, including Appendix 1 to this report.
- B. That Council adopt the Schedule of Fees and Charges for 2025/26.

TŪĀPAPA | BACKGROUND

- 4 The Revenue and Financing Policy guides the Council's decisions on how to fund its activities and services. The policy takes into consideration who benefits from a service (individuals, parts of the community or the community as a whole) to help determine how the service should be funded. It then sets targets for each Council activity specifying which portion should be funded from user charges, general rates, targeted rates, and other sources of income.
- 5 The current Revenue and Financing Policy was adopted by the Council as part of the 2024-2034 Long-term Plan on 27 June 2024.

HE KŌRERORERO | DISCUSSION

- 6 Most fees were increased by the Local Government Cost Index (LGCI) inflation factor of 3.2% forecast by BERL in October 2024. Exceptions are:
 - a. **Access and Transport.** Increased the corridor access fee from \$324 to \$400 (23%) to cover costs.
 - b. **Building Consents.** Increased the Code of Compliance fee from \$91 to \$185 to recover costs for time incurred with an hourly charge for additional Officer time.
 - c. **Building Consents.** Increased LIM with building plans fee from \$387 to \$460 to recover the level of actual time of supplying the material.
 - d. **Cemeteries.** Withdrawn funeral home discount offered to cover administration costs associated with collection of fees.
 - e. **Community Facilities.** Increased hall hire fees by 10%.

- f. **Environmental Health.** New Domestic Food Business Levy of \$66.13 which Council collects on behalf of the Ministry for Primary Industry (MPI). The levy is applicable to registered businesses operating under a food control plan or National Programme. Included in the fee schedule is a Council collection fee of \$12.65.
- g. **Libraries.** New fees for Makerspace materials, based on usage.
- h. **Waikanae Pop-up site.** Introduction of fees for container hire, bond, and food truck space, calculated on a case-by-case basis depending on the type of use proposed.
- i. **Resource Management.** Free initial pre-application meeting hours withdrawn. Applicable hourly rate will now apply. The Duty Officer function remains for queries.
- j. **Swimming Pools.** Learn to Swim School groups. Change from per child fee to a charge per Instructor (\$57.50) plus lane hire (\$9.70). Additional time charge for teaching offsite (\$57.50). Provides flexibility for schools and better planning for Instructor time.
- k. **Wastewater.** Septage disposal fee up 33% (from \$30 to \$40/m³); trade waste fees adjusted to cover rising costs.
- l. **Water.** Special water meter reading fee up 19% (from \$42 to \$50); filling point card fee up 30% (from \$77 to \$100); volume charge for filling points increased to 1.50 times the m³ water rate.
- m. **Wastewater and Water.** New \$60 residential connection/disconnection fee and \$185 hourly inspection fee. Was quoted per site so now gives customer more certainty.

He take | Issues

- 7 There are no further issues other than those already discussed in this report.

Ngā kōwhiringa | Options

- 8 There are no further options other than those already discussed in this report.

Mana whenua

- 9 There are no mana whenua considerations arising directly from this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 10 There are no climate change considerations arising directly from this report.

Ahumoni me ngā rawa | Financial and resourcing

- 11 There are no financial considerations other than those already discussed in this report.

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

- 12 The Local Government Act 2002 Section 150 allows fees and charges to be imposed by a local authority. The fees and charges meet the requirements under the LGA and all other relevant legislation.

Ngā pānga ki ngā kaupapa here | Policy impact

- 13 There are no policy implications other than those already discussed in this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 14 The Council did consult on changes to Fees and Charges for 2025/26 as the changes beyond inflation do not require consultation under local government legislation.

Te mahere tūhono | Engagement planning

15 No further engagement is required.

Whakatairanga | Publicity

16 A media release will be published following adoption of the Fees and Charges for 2024/25.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Schedule of Fees and Charges for 2025/26 (under separate cover) [⇒](#)

10.4 SETTING OF RATES, DUE DATES AND PENALTIES FOR 2025/26

Kaituhi | Author: **Mark Cowley, Acting Rates Manager**

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

TE PŪTAKE | PURPOSE

- 1 The purpose of this report is to request that the Council set the rates, due dates and penalties regime for the 2025/26 financial year.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 Setting of rates, due dates and penalties regime for the 2025/26 financial year.

TE TUKU HAE PAPA | DELEGATION

- 3 Only the Council can set the rates, due dates and penalties regime for the 2025/26 financial year.

TAUNAKITANGA | RECOMMENDATIONS

- A That the Council set the following rates under Section 23 of the Local Government (Rating) Act 2002, on rating units in the Kāpiti Coast District (District) for the financial year commencing on 1 July 2025 and ending 30 June 2026:

(1) Districtwide General Rate

A Districtwide general rate set under section 13(2)(b) of the Local Government (Rating) Act 2002, assessed on a differential basis on all rateable rating units in the District as follows:

- a rate of 0.36707 cents in the dollar (inclusive of GST) of land value on every rating unit in the urban rating area of the District as per the Council's rating area maps;
- a rate of 0.13949 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R1 as defined in the Funding Impact Statement;
- a rate of 0.08076 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R2 as defined in the Funding Impact Statement;
- a rate of 0.25695 cents in the dollar (inclusive of GST) of land value on rating units in the rural rating area Category R3 as defined in the Funding Impact Statement.

(2) Districtwide Community Facilities Rate

A Districtwide targeted rate for community facilities, set under section 16(3)(a) and 16(4)(b) of the Local Government (Rating) Act 2002, assessed on a differential basis on all rateable rating units in the District as follows:

- all rateable rating units other than Accommodation/Hospitality and Motels and camping grounds - \$1,185.44 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Accommodation/Hospitality (other than motels and camping grounds) - \$2,370.88 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Motels and camping grounds - \$355.63 (inclusive of GST) per separately used or inhabited part of a rating unit.

(3) Districtwide Roothing Capital Value Rate

A Districtwide targeted rate for roading, set under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002, assessed on all rateable rating units in the District as follows:

- a rate of 0.08095 cents in the dollar (inclusive of GST) of capital value on all rateable rating units in the District.

(4) Districtwide Stormwater Rate

A Districtwide targeted rate for stormwater, set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, on all rateable rating units in the District's stormwater rating areas as per the Council's stormwater rating area maps as follows:

- a rate of 0.02872 cents in the dollar (inclusive of GST) of capital value on all rating units.

(5) Districtwide Water Supply Fixed Rate

A Districtwide targeted rate set under section 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002, assessed on all rating units connected or capable of being connected to the District's water supply, assessed on a differential basis as below.

- General - \$318.60 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Medium Scale - \$286.74 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Large Scale - \$254.88 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Accommodation/Hospitality – \$637.20 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Serviceable - \$318.60 (inclusive of GST) per rating unit not connected to the district's water supply, but within 100 metres of a water main and capable of being connected.

(6) Districtwide Water Supply Volumetric Rate

A Districtwide targeted rate set under section 19(2)(a) of the Local Government (Rating) Act 2002 on each rating unit which is provided with a metered water supply service.

- Volumetric rate of water consumed or supplied - \$1.72 (inclusive of GST) per cubic metre.

(7) Hautere/Te Horo Water Supply Rate

A targeted rate for water supply set under section 19(2)(a) of the Local Government (Rating) Act 2002 per unit of water allocated by the Hautere/Te Horo water supply.

- A fixed charge of \$311.85 (inclusive of GST) per unit of allocation to the Hautere/Te Horo water supply (annual allocation of 1 unit = 1 cubic metre of water per day).

(8) Districtwide Wastewater Disposal Rate

A Districtwide targeted rate for wastewater disposal, set under sections 16(3)(b) and 16(4)(b) on rating units in the Waikanae, Paraparaumu, Raumati and Ōtaki rating areas, as shown on the Council's rating area maps.

- General - \$604.53 (inclusive of GST) per rating unit connected to the sewerage system.
- Community - \$302.26 inclusive of GST) per water closet or urinal connected to the sewerage system.
- Educational – \$272.04 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Recreational - \$151.13 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Large Scale Commercial/Residential - \$302.26 (inclusive of GST) per water closet or urinal connected to the sewerage system, where there is more than one water closet or urinal.

- Serviceable - \$302.26 (inclusive of GST) per rating unit not connected to the sewerage system but within 30 metres of a sewer main and capable of being connected.

(9) Paraparaumu/Raumati Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00170 cents in the dollar (inclusive of GST) of capital value on all rating units in the Paraparaumu and Raumati urban and rural rating areas as per the Council's rating area maps.

(10) Waikanae Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00168 cents in the dollar (inclusive of GST) of capital value on all rating units in the Waikanae urban and rural rating areas as per the Council's rating area maps.

(11) Ōtaki Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00216 cents in the dollar (inclusive of GST) of capital value on all rating units in the Ōtaki urban and rural rating areas as per the Council's rating area maps.

(12) Paekākāriki Community Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.00595 cents in the dollar (inclusive of GST) of capital value on all rating units in the Paekākāriki urban and rural rating areas as per the Council's rating area maps.

(13) Commercial Rate

A targeted rate set under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 as follows:

- a rate of 0.03407 cents in the dollar (inclusive of GST) of capital value assessed on all Commercial rating units (as defined in the Funding Impact Statement Rating Policies).

(14) Water Conservation Device Loan Rate

A targeted rate on those rating units that have received an interest free loan (up to \$5,000 plus GST) for approved water conservation devices from the Council that has not yet been fully repaid, set at 10% of the amount of the original loan plus GST.

- B That the Council agrees all property rates (including the districtwide water supply fixed rate and Hautere/Te Horo water supply rate, but excluding the districtwide water supply volumetric rates) be payable in four equal instalments due on:

Instalment	Due Dates	Penalty Dates
Instalment One	9 September 2025	10 September 2025
Instalment Two	9 December 2025	10 December 2025
Instalment Three	9 March 2026	10 March 2026
Instalment Four	9 June 2026	10 June 2026

All payments made will be receipted against the earliest outstanding rate amount in accordance with authorised accounting procedures.

- C That the Council agrees the districtwide water supply volumetric rates (excluding the districtwide water supply fixed and Hautere/Te Horo Water Supply Rate) be invoiced

separately on a quarterly basis dependent on when the relevant meter is read. Due dates for each area are specified below:

Area	Water Meters invoiced During	Due Date	Penalty Date
Paraparaumu/Raumati/Raumati Beach/Raumati South/Paekākāriki	Jul-25	19-Nov-25	20-Nov-25
	Oct-25	19-Nov-25	20-Nov-25
	Jan-26	23-Feb-26	24-Feb-26
	Apr-26	25-May-26	26-May-26
Otaki/Peka Peka/Waikanae Beach	Aug-25	6-Jan-26	7-Jan-26
	Nov-25	6-Jan-26	7-Jan-26
	Feb-26	25-Mar-26	26-Mar-26
	May-26	24-Jun-26	25-Jun-26
Waikanae/Nikau Valley/Otaihanga/Paraparaumu Beach	Sep-25	20-Jan-26	21-Jan-26
	Dec-25	20-Jan-26	21-Jan-26
	Mar-26	23-Apr-26	24-Apr-26
	Jun-26	24-Jul-26	27-Jul-26

All payments made will be receipted against the earliest outstanding water rate amount in accordance with authorised accounting procedures.

- D That the Council agree to apply the following penalties on unpaid rates in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002:
- a charge of ten per cent (10%) on so much of any property rate instalment that has been assessed after 1 July 2025 and which remains unpaid after the due dates as per paragraph B, to be added on the penalty dates as per paragraph B.
 - a charge of ten per cent (10%) on so much of any property rates (including previously applied penalties) assessed before 1 July 2025 which remain unpaid on 1 July 2025. The penalty will be added on 28 July 2025.
 - a charge of ten per cent (10%) will be added to any portion of a current water rates invoice that remains unpaid after the due date specified. Penalty will be added on the penalty dates shown as per paragraph C.
- E That the Council agrees property and water rates be payable by cash, and eftpos at any of the following places:
- Paraparaumu, Civic Building, 175 Rimu Road, Paraparaumu
 - Waikanae Service Centre, Mahara Place, Waikanae
 - Ōtaki Service Centre, Ōtaki Library, Main Street, Ōtaki
 - New Zealand Post agencies, countrywide
 - Greater Wellington Regional Council, 100 Cuba Street, Te Aro, Wellington
 - Greater Wellington Regional Council, 34 Chapel Street, Masterton

Alternatively, payment of rates can be made to the Council by direct debit, internet banking, direct credit, telephone banking and credit card through the Council's website.

TŪĀPAPA | BACKGROUND

- 4 The Council must first adopt its 2025/26 Annual Plan before it can legally set the rates in accordance with the relevant provisions of the Funding Impact Statement Rating Policies for the 2025/26 financial year and its Revenue and Financing policy.

HE KŌRERORERO | DISCUSSION

He take | Issues

- 5 The setting of rates for the 2025/26 financial year follows the adoption of the 2025/26 Annual Plan and is not in itself a matter that triggers the Council's significance and engagement policy.

Ngā kōwhiringa | Options

- 6 There are no options arising from this report.

Mana whenua

- 7 There are no tāngata whenua considerations arising from this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 8 Climate action initiatives will continue to be funded through the districtwide general rate for the 2025/26 financial year.

Ahumoni me ngā rawa | Financial and resourcing

- 9 The total rates revenue requirement for the 2025/26 financial year is \$133,796 million (inclusive of GST) but excludes the water conservation device loan rate.

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

- 10 The Revenue and Financing Policy, Funding Impact Statement – Rating Policies and this report have been subject to a review by the Council's legal team.
- 11 A copy of the setting of rates, due dates and penalties regime resolution will be made available on the Council's website within 20 days of adoption.

Ngā pānga ki ngā kaupapa here | Policy impact

- 12 This report is governed by the provisions of the Funding Impact Statement – Rating Policies.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 13 There are no engagement plans required for this report.

Whakatairanga | Publicity

- 14 A media release is planned subsequent to the Council adopting its 2025/26 Annual Plan.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

10.5 THE KĀPITI HEALTH ADVISORY GROUP'S COMPELLING CASE FOR A POLYCLINIC FOR KĀPITI

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

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

TE PŪTAKE | PURPOSE

- 1 The Kāpiti Health Advisory Group has completed development and engagement on its compelling case for a 'Polyclinic' for Kāpiti. This report attaches the proposal for your consideration, and gives a summary of the case and its recommendations to support your discussion and decision on next steps.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

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

TE TUKU HAEPAPA | DELEGATION

- 3 Council has authority to consider this paper under the Governance Structure and Delegations Te Hanganga Ngā Kanohi Kāwanatanga 2022-2025 Triennium.

TAUNAKITANGA | RECOMMENDATIONS

That Council:

- A. **Note** that Strategy, Operations and Finance Committee approved the Kāpiti Health Advisory Group (KHAG) 2024/25 work programme, which included progressing this compelling case, attached in **Appendix 1**.
- B. **Acknowledge** the work of the Kāpiti Health Advisory Group (KHAG) in developing this proposal, including engaging with key stakeholders and the public.
- C. **Note** that development and increased use of Kāpiti Health Centre (KHC) is one proposed solution for better health service access and equity of health outcomes for the Kāpiti coast. Further work is underway on other solutions through KHAG's work programme and Council's work on a Health Strategy, as well as through the work of others across our district.
- D. **Support** progressing towards the implementation of the recommendations of the compelling case that:
 - D.1.1 *Health New Zealand and Kāpiti Coast District Council enter into a joint memorandum of agreement to incrementally expand services at the Kāpiti Health Centre in order for it to evolve into the Kāpiti Polyclinic providing an integrated health service covering community (including primary), 24/7 urgent care, non-acute hospital diagnosis and treatment, and other support including telehealth services*
 - D.1.2 *the implementation of this memorandum of agreement be co-designed and planned by Health New Zealand and Kāpiti Coast District Council in accordance with their respective statutory roles.*
- E. **Agree to:**
 - E.1 Write to Health New Zealand Te Whatu Ora (HNZ), local MPs, and the Minister of Health regarding the compelling case and seek discussion with HNZ on its recommendations.
 - E.2 Delegate responsibility to the the Mayor and Chair of the Social Sustainability Committee to follow-up on the above action.

TŪĀPAPA | BACKGROUND

- 4 Addressing health need and increasing access to health services is one of the Council's Top-10 priorities, for the current triennium. This has been a key concern for our community for over 25 years. Of note:
 - 4.1 The report, *Kapiti District Health and Disability Report and Plan*, was published in 2000 and includes mention of the development of 'super clinic' for greater access to services provided locally. This remains a key concern for our community today, as noted in Council's engagement on Vision Kāpiti, and consultation on the Direction of Travel for a Health Strategy.
 - 4.2 Strong mandate was subsequently provided by the community in the 2018 petition of Sue Emirali (and 22,409 others) urging the Government "*to fund, construct and staff a seven day a week 24-hour hospital ...*". This petition, signed by more than half of Kāpiti's adult population, was reviewed by the Health Select Committee in 2019. At that time the Select Committee recommended that the former Capital & Coast District Health Board (DHB) should continue to work with the community on access to services and facilities.
 - 4.3 There was previously good collaboration through KHAG and positive work under the Kāpiti Community Health Network on connecting providers together to support access to services. However, this engagement has reduced significantly since 2020, and there has not been meaningful improvement in access to hospitals and other health services.
- 5 With support from the Social Sustainability Committee, the Strategy Operations and Finance Committee approved KHAG's 2024/35 work programme, on 20 June 2024, including that the compelling case for gradual expansion of the KHC into a 'polyclinic' be progressed as an option to improve access to health services. Of note:
 - 5.1 As part of its development, KHAG consulted with key stakeholders and the community on the compelling case in March and April 2025, including holding community meetings in each township.
 - 5.2 The Social Sustainability Committee received updates on the development of the compelling case throughout 2024 and at its meeting of 8 May 2025, noting the work and supporting it proceeding to Council for decision.

HE KŌRERORERO | DISCUSSION

Summary of the compelling case for a local polyclinic

- 6 The final version of the compelling case is attached in Appendix 1 for your consideration. It was revised following input from stakeholders and the public following wide consultation over the last two months. For completeness, we have provided a short summary of the proposal below.
- 7 The paper defines a Polyclinic for the Kāpiti Coast as:
 - 7.1 *The defining feature of the proposed Kāpiti Coast Polyclinic is that it would provide health services that cross the primary/community and secondary care divide. This would include 24/7 urgent care, general practice and lower level (non-acute and non-surgical) hospital services (such as outpatient clinics with visiting hospital specialists) along with relevant diagnostic capabilities.*
- 8 It proposes an agreement between HNZ and Council to gradually expand the services currently provided at the KHC. The KHC is owned and run by HNZ, and has an appropriate zoning to be progressively developed into such a polyclinic.

9 In brief, the key aspects of the compelling case include:

9.1 Demographic factors: signal growing demand for increased service which is not available in Kāpiti

- 9.1.1 Taken as a whole, Kāpiti is the 15th largest urban area in New Zealand with 55,000 people and has one of the highest proportions of people over 65 at 26% of our population (compared to 15.3% nationally).
- 9.1.2 Kāpiti has a larger population than cities and towns such as Gisborne, Hastings, Whanganui, Blenheim and Invercargill, all of which have local 24/7 acute hospitals. Kāpiti is the only urban area with a population over 50,000 without a local 24/7 emergency and acute hospital (see appendix 1 of the compelling case for the data on this).

9.2 Geographic factors: as a rural health area, but tier-1 growth Council, growing challenges in health service access and availability are getting worse

- 9.2.1 Kāpiti is classified as R1 category under the Rural Health Strategy due to its distance to a 24/7 acute hospital (more than 30 minutes travel away).
- 9.2.2 Other factors, such as travel cost and parking accessibility at Wellington Regional Hospital add to the challenge for older, less mobile and unwell people to get to hospital, especially if follow up appointments are required.

9.3 Health need factors: we have high health need

- 9.3.1 Across 15 health conditions monitored by Tū Ora Compass Health the Primary Health Organisation that covers most of the district (except Ōtaki which is covered by THINK Hauora), Kāpiti rates exceed those of the wider Wellington region in 14 out of 15 conditions.

9.4 Service factors: there are no current plans to increase 24/7 local health service delivery

- 9.4.1 The compelling case document notes data received from HNZ on clinics provided at the KHC by service, number of clinics, number of attendances, and length of clinics (see table 4 at page 30 of the compelling case).
- 9.4.2 The compelling case notes the range of services that, in KHAG's view, should be progressively introduced through the KHC to provide a comprehensive range of care and prevention services, diagnostic and IT support for Kāpiti's population.
- 9.4.3 This would be subject to discussion and prioritisation with HNZ. However, the key focus of the improvements proposed would be to cover more outpatient and post-surgical care to reduce the need for travel to the regional hospitals, and consequently reduce pressure at those hospital locations.
- 9.4.4 A key area of concern in the compelling case is the need for additional, publicly funded, urgent after-hours care provision. It notes the potential to reduce emergency department presentations at Wellington and Palmerston North Hospitals. This would be particularly effective for those 'treated and discharged', which made up 51% of presentations from Kāpiti Coast Residents to Wellington Hospital in 2023 (3,900 of 7,644 presentations). This has been a key area of improvement in cooperation between Capital & Coast DHB and the Council in the past, through an ambulance diversion service. However, focus on this has waned since COVID-19.

9.5 Contextual policy factors: Ministerial focus on improving local health service delivery, is not matched by current state or indications of short to medium term service

- 9.5.1 The compelling case notes that expansion of services provided locally to Kāpiti residents through the KHC would align well with both the Council's health

priority (as articulated in the Health Strategy Direction of Travel), and national priority as stated in the Government Policy Statement on Health 2024-2027, Rural Health Strategy, and in the Government's Health Targets.

9.6 Additional benefits: other health related issues and/or gaps could be addressed through the proposal, particularly for our vulnerable groups

9.6.1 The compelling case also noted additional benefits that would arise from expanding services at the KHC location:

- (1) Provision of a transport hub location, with potential for a hospital shuttle service to Wellington Regional Hospital, supported by a local volunteer service from homes to the KHC. This would include support to Ōtaki over time.
- (2) Close proximity to Kāpiti Youth Support, which provides service to almost 70% of Kāpiti youth, could strengthen the relationship and support wrap around (Youth One Stop Shop) services
- (3) Capitalise on co-location of Wellington Free Ambulance (which is already co-located at KHC), with potential for the Extended Care Paramedic model to support ambulance and urgent care diversion.
- (4) Opportunity to utilise Mobile Medical Unit (surgical bus) services to support local care provision.
- (5) Further strengthening of the close relationship with Mary Potter Hospice, to support those in our community with life-limiting conditions and palliative care requirements.
- (6) Assist in the formation of an innovation and professional development hub. Such a hub could support the initiatives noted above, and make good use of telehealth technology and liaison with local service providers, including building on work that has been the focus of the Kāpiti Community Health Network. This would align well with HNZ's intent to look at piloting new ways of working with workforce and telehealth options.

9.6.2 The proposal is for the additional services to be supplementary to existing services, provided by HNZ. This means it is about expansion of HNZ-funded services, and does not propose the Council becomes a provider of health services. This means no additional cost to ratepayer is proposed.

Summary of engagement on the compelling case

- 10 KHAG discussed the case with several of the key stakeholders noted in the paper:
 - 10.1 Wellington Free Ambulance has been supportive and noted their potential ability to assist with the scope of practice of paramedic workforce.
 - 10.2 Kāpiti Youth Support was overall supportive, noting its current scope and level of coverage could provide benefits for a closer working relationship with KHC.
 - 10.3 Mary Potter Hospice was supportive and acknowledged the already positive relationship with district nursing provided out of the KHC.
 - 10.4 The Mobile Surgical Bus service provider has also been positive about the possibility to support additional local provision of care.
- 11 KHAG has also held public meetings in each of our local areas, including with each Community Board. The Chair of KHAG provided a consolidated report on these sessions to the 8 May Social Sustainability Committee meeting, attached as **Appendix 2**.
- 12 Overall, stakeholders and the public are supportive of the approach, with the public meetings especially reflecting our communities' desire to see improved provision and access to services locally.

He take | Issues

HNZ current plans

- 13 Some discussion has been initiated by KHAG with contacts at HNZ informally at a high level. These discussions have been well received at a concept level, without prejudice or commitment. Of note:
- 13.1 In April of this year, HNZ published its Health Infrastructure Plan 2025. In this plan, the KHC is described as an Urban Ambulatory Care Hub providing *'Ambulatory care offered at sufficient scale to be provided by hospital and specialist services, that also serve to decongest larger urban hospitals.'* This notes the focus on investment at the KHC for 2025-2029 is planned to be for breast screening. The paper doesn't go into detail on the reason for this focus. Council has recently supported the Breast Screening bus by the addition of sufficient power and water supplies near the site of the former community centre in Paraparaumu. It is also exploring whether this site can support the mobile surgical bus as an alternative site to the KHC.
 - 13.2 KHAG and Council officers acknowledge that ability to staff any more services at the KHC site will be challenging. Medical staffing shortages are both a national and a global issue. For this reason, we note that the implementation of any expansion will need to be gradual and realistic, aligning with efforts from HNZ to improve its health workforce nationally.
 - 13.3 Council officers acknowledge that any proposal to physically develop the KHC site will be subject to appropriate resource consenting and compliance processes. We will not presuppose the outcome of these processes, but early enquiries with the resource consenting team did not identify significant barriers.
 - 13.4 KHAG and Council officers acknowledge that any capital investment from HNZ in the site is likely to be a longer-term plan, rather than a short-term process. However, it is valuable to engage as early as possible with HNZ to understand and influence long term planning.

Concerns of service replacement

- 14 In summary, some members of the public and stakeholders raised concerns that the provision of additional services at KHC might be used as an argument by HNZ that the provision of services in other areas of the district did not need to be provided or funded.
- Officers note: KHAG has made reassurances through the compelling case document on this point, and community discussions, that their proposal relates to the provision of additional services on top of what is provided or can be brought to different locations in our district.
- 15 In relation to Ōtaki, which has additional health service challenges that will need to also be addressed. KHAG received feedback through engagement that:
- 15.1 While both the public meeting and the Ōtaki Community Board supported the compelling case in engagement, Ōtaki stakeholders and public have noted concerns that there would need to be development of supporting transport to enable Ōtaki residents to take advantage of additional services at the site.
- Officers note: The case notes that KHC provides an opportunity for the development of a transport hub. This should link to Ōtaki, as well as to the rest of Kāpiti to make this service accessible to Ōtaki residents.
- 15.2 There were concerns about the benefit to Ōtaki, due to transport challenges and referral practices.
- Officers note: In theory, any Kāpiti residents, including people in Ōtaki, can be referred to the KHC, there are historical referral practices that may take time to adjust even after the service is set up.
- 15.3 There is a preference for 'by Ōtaki for Ōtaki' services in this area. There is some concern that the development of this site in Paraparaumu might affect health service

decision making in the provision of services within Ōtaki, as raised in the section above.

Officers note: As noted above, the development of services at this location does not overtake the need for local services in Ōtaki.

- 16 The development of the KHC into a polyclinic is only one solution that is required to deliver better health services and outcomes for people on the Kāpiti Coast.

Officers note: The proposal has good merit and officers recommend Council engage in discussions with HNZ to explore this further. However:

- Other solutions will be required to fully address the need and deliver equity of service and outcomes across our district and population, including specific attention to the Ōtaki context.
- There would be benefit in additional engagement with local Ōtaki stakeholders and residents to discuss service planning in Ōtaki further, should Council endorse taking the compelling case forward.

- 17 Council will continue to receive updates from KHAG on other areas of its work programme and from officers regarding the development and delivery of a Health Strategy to make further progress.

Ngā kōwhiringa | Options

- 18 There are no options to be discussed in this report.

Mana whenua

- 19 Mana whenua partners are also providers of health services and part of Iwi Māori Partnership Boards within the health system, which are mandated to talk to iwi and Māori in our district about health need and health service planning.
- 20 KHAG was not able to canvas this with mana whenua partners. KHAG is a group of community volunteers with key experience in relevant areas. Council continues to hold the main relationship with iwi partners.
- 21 Council officers have had discussion with Iwi Māori Partnership Boards in relation to the Health Strategy work, but have not been able to specifically discuss the KHAG compelling case proposal at this time.
- 22 Should Council vote to take forward the recommendations of the compelling case, officers note further discussion with iwi partners will be required.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 23 There are no specific climate change or environment considerations to discuss in this report. More local provision of services that avoids car travel would have co benefits to our district's emissions.

Ahumoni me ngā rawa | Financial and resourcing

- 24 There are no financial or resourcing considerations with this report

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

- 25 No legal or organisational risks have been identified

Ngā pānga ki ngā kaupapa here | Policy impact

- 26 There are no immediate policy impacts from this paper.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 27 Should Council support further work on the compelling case, Council officers propose the first step is for the Mayor and Chair of SSC to write to the Minister of Health, local MPs and the Regional Deputy Chief Executive, Central | Ikaroa.
- 28 Further direct engagement with Health New Zealand would follow this to discuss the compelling case recommendations in more depth. KHAG will be included in discussions on the approach to this.

Whakatairanga | Publicity

- 29 KHAG has promoted the development of the compelling case widely, including some media stories. KHAG will release a statement noting the presentation of the case to Council and the outcome of this meeting.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Attachment 1 KHAG Compelling Case (under separate cover) [⇒](#)
2. Attachment 2 KHAG Chair's Report on engagements on the Compelling Case (under separate cover) [⇒](#)

10.6 NGĀ MANU MEMORANDUM OF UNDERSTANDING AMENDMENT

Kaituhi | Author: **Morag Taimalietane, Principal Advisor Customer and Community**

Kaiwhakamana | Authoriser: **Darren Edwards, Chief Executive**

TE PŪTAKE | PURPOSE

- 1 This paper recommends the approval of an amended version of the Memorandum of Understanding (MOU) between Ngā Manu Trust (Ngā Manu) and the Kāpiti Coast District Council (Council).

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 In May 2019 a Memorandum of Understanding was signed between Ngā Manu and the Council, to create the foundation for a partnership which reflected the alignment of their visions for the Kāpiti Coast.
- 3 The 2019 MOU was high level and provided a commitment to work together with the common goal of supporting Kāpiti's natural environment to thrive. A specific focus of the MOU was the Ngā Manu Transformation project which was in consideration for Provincial Growth Fund (PGF) funding.
- 4 While this project was not successful in receiving funding from the PGF, it was a catalyst for Ngā Manu reflecting on the vision that was developed in response to the PGF and refining their vision to better reflect the values of Ngā Manu, while also considering different ways this could be achieved – the Visitor Experience Development project.
- 5 The Visitor Experience Development Project received funding from Council through the 2021-2024 LTP, with this funding being well utilised to enhance Ngā Manu's visitor experience.
- 6 With the positive changes that have occurred within Ngā Manu since the signing of the 2019 MOU, and the deepening relationship that has developed with Council, both Ngā Manu and Council have expressed an interest in amending the MOU to reflect these.

TE TUKU HAEPAPA | DELEGATION

- 7 The Council has the authority to consider this matter under Section A.2 of the 2022-2025 Triennium Governance Structure and Delegations.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council note that clause 2.2 of the 2019 Memorandum of Understanding between the Ngā Manu Trust and Kāpiti Coast District Council allows for amendments to be made.
- B. That Council note that the Ngā Manu Trust Board has endorsed the amended Memorandum of Understanding between the Ngā Manu Trust and Kāpiti Coast District Council as attached as Appendix One.
- C. That Council approves the amended Memorandum of Understanding between the Ngā Manu Trust and Kāpiti Coast District Council as attached as Appendix One.
- D. That Council delegates the Mayor and Chief Executive to sign the amended Memorandum of Understanding between the Ngā Manu Trust and Kāpiti Coast District Council on behalf of the Council.

TŪĀPAPA | BACKGROUND

- 8 In May 2019 a Memorandum of Understanding was signed between Ngā Manu and the Council, which acknowledged the work that Ngā Manu was progressing to transform into an

ecological educational hub and eco-tourism destination, and the alignment this vision had with what the Council was looking to achieve through the 2018-38 Long Term Plan.

- 9 The 2019 MOU, attached as Appendix Two, was high level and provided a commitment to work together with the common goal of supporting Kāpiti's natural environment to thrive.
- 10 As part of the MOU, an 'Advisory Trustee' position was established on the Ngā Manu Trust Board, to support the relationship between the Council and Ngā Manu. This position is not a decision-making role, rather it is an important connection between Ngā Manu and Council from an operational perspective. Following the establishment of this role through the MOU, the Ngā Manu Trust Deed was also updated to reflect this position.
- 11 A specific focus of the MOU was the Ngā Manu Transformation project which was in consideration for PGF funding. While this project was not successful in receiving funding from the PGF, it was a catalyst for Ngā Manu reflecting on the vision that was developed in response to the PGF and refining the vision to better reflect the values of Ngā Manu, while also considering different ways this could be achieved.
- 12 Their Visitor Experience Development Project received \$264,307 funding from Council through the 2021-2024 LTP, with this funding being well utilised to enhance Ngā Manu's visitor experience. This project has seen Ngā Manu uplift their end-to-end visitor experience for people, including introducing interactive zones focused on different conservation or environmental topics.
- 13 Ngā Manu is a hero visitor attraction within Kāpiti, and is dedicated to education, conservation, and the preservation of New Zealand's native flora and fauna. With a commitment to connecting people with nature, Ngā Manu's kaupapa includes enhancing Aotearoa's native ecosystems, sustainable ecotourism, integrating te reo Māori and tikanga into all aspects of their work, and being a leader in conservation and community collaboration.
- 14 The MOU no longer accurately reflects Ngā Manu, or the partnership and shared vision that has developed with Council since the original signing in 2019. Both Ngā Manu and council officers have expressed an interest in amending the MOU to reflect these.

HE KŌRERORERO | DISCUSSION

- 15 There is strong alignment between the Ngā Manu vision and kaupapa and the Council's vision and mahi including:
 - 15.1 The work undertaken by Ngā Manu aligns with the Council's vision to support sustainable development and communities by a strengthened focus on place, people, and partnership, specifically Council's priority to 'Enable residents to earn a living in Kāpiti through increased tourism and economic development' and with the Economic Development Strategy 2025-27 Priority Action 7 – Drive a Thriving Visitor Economy.
 - 15.2 Parts of the Ngā Manu Nature Reserve site are identified as 'ecological sites' within the District Plan for the Kāpiti Coast.
 - 15.3 Ngā Manu is a hero visitor attraction that exemplifies the Kāpiti Coast Destination Management Plan in terms of sustainable tourism practices and visitor experiences.
- 16 The proposed amendments to the MOU relate to:
 - 16.1 removing the project specific focus of the MOU, which is no longer relevant;
 - 16.2 acknowledging that the purpose of the original MOU has been achieved (creating foundations for a partnership) by updating the purpose to focus to reflect on the ongoing partnership;
 - 16.3 clarifying the scope of the MOU to refer to aligning and complimenting programs of work (where there is overlap and available budget).
- 17 The overlapping kaupapa between Ngā Manu and Council means that there are a range of council activities that hold relationships and interact with Ngā Manu including Economic

Development, Parks, Open Spaces and Environment, and Climate Action and Connected Communities.

- 18 Through the amended scope of the MOU, the 'Advisory Trustee' role will be key to supporting a strong working partnership, with a focus on identifying where we can align and compliment programs of work (where this is overlap and available budget) to achieve better outcomes for the community.

He take | Issues

- 19 There are no issues associated with this report.

Ngā kōwhiringa | Options

- 20 There are no options associated with this report.

Mana whenua

- 21 Both Council and Ngā Manu are committed to working in partnership with mana whenua.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 22 Through the amended scope of the MOU, further alignments between Ngā Manu and Council could result in positive climate change and environmental impacts.

Ahumoni me ngā rawa | Financial and resourcing

- 23 There are no financial implications associated with the MOU. The scope specifically refers to working together where there is 'available budget'.
- 24 The MOU continues to provide a Ngā Manu 'Advisory Trustee' position for a Kāpiti Coast District Council representative. This position is currently undertaken within current council officer FTE and would not require any additional resourcing.

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

- 25 The amended MOU has been reviewed by the Councils Legal Team, with no concerns raised.

Ngā pānga ki ngā kaupapa here | Policy impact

- 26 There have been no current or future impacts to Council policies identified in relation to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 27 An engagement plan is not needed to implement this decision. Council will communicate this decision through its established communication channels, at the agreement of both parties.

Whakatairanga | Publicity

- 28 Council will use its established communications channels to inform the community of this decision and to explain the rationale for why it made this decision, at the agreement of both parties.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. NGĀ MANU MOU 2025 [↓](#)
2. Ngā Manu MOU 2019 [↓](#)

MEMORANDUM OF UNDERSTANDING
between
THE NGĀ MANU TRUST
and
KĀPITI COAST DISTRICT COUNCIL

MEMORANDUM OF UNDERSTANDING

DATED THIS DAY OF 2025

PARTIES

- (1) **NGA MANU TRUST** ("Nga Manu")
- (2) **KAPITI COAST DISTRICT COUNCIL** ("Council")

1. BACKGROUND

- 1.1 In 2019, Ngā Manu and Council entered into a Memorandum of Understanding (MOU) to create the foundation for a partnership which reflected the alignment of their vision for the Kāpiti Coast.
- 1.2 The relationship between Ngā Manu and the Council has been enhanced by the MoU, and both parties agree that it is appropriate to amend the MoU to reflect the current status of the partnership.

2. PARTIES

- 2.1 Ngā Manu Trust - A Charitable Trust formed in 1974. The Ngā Manu Trust administers the Ngā Manu Nature Reserve and is dedicated to education, conservation, and the preservation of New Zealand's native flora and fauna. With a commitment to connecting people with nature, Ngā Manu's kaupapa includes enhancing Aotearoa's native ecosystems, sustainable ecotourism, integrating te reo Māori and tikanga into all aspects of their work, and being a leader in conservation and community collaboration.
- 2.2 Kāpiti Coast District Council - The local authority for the Kāpiti Coast district with a vision to support sustainable development and communities by a strengthened focus on place, people, and partnership. Parts of the Ngā Manu Nature Reserve site are identified as 'ecological sites' within the District Plan for the Kāpiti Coast.

3. PURPOSE

- 3.1 **Purpose:** To support the ongoing partnership of the parties to this agreement with respect to the work undertaken by Ngā Manu, and its alignment with the Council's Vision Kāpiti, which looks to reflect our communities' needs and aspirations to 2060 and beyond.

- 3.2 **Vision:** To enhance Ngā Manu Nature Reserve's status as an ecological educational hub and eco-tourism destination.
- 3.3 **Joint Objective:** To enhance the natural environment of the Kāpiti Coast, while supporting the district's economic base through visitor attraction.
- 3.4 **Scope:** To support the joint objective through a working partnership of the parties, seeking to align and compliment programs of work where there is overlap and available budget.

4. PERIOD OF THE MEMORANDUM OF UNDERSTANDING

- 4.1 **Period:** This MOU will start on the date signed by all the Parties and will continue until the first of any of the following circumstances:
 - (a) **Parties Agreement to End:** The founding Parties agree in writing that it is no longer necessary or appropriate to carry on the partnership, or the requirements under this MOU have been satisfied;
 - (b) **Termination:** One or more of the founding Parties withdraws, giving four (4) weeks written notice.
- 4.2 **Amendments:**
 - (a) Any of the Parties can request a review of the MOU.
 - (b) The MOU may be amended at any time by the agreement in writing of all the Parties.

5. PRINCIPLES OF WORKING TOGETHER

- 5.1 **Commitment:** The Parties are committed to work together with the common goal of enhancing the natural environment of the Kāpiti Coast, while supporting the district's economic base through visitor attraction. In doing so, each Party agrees to the following principles:
 - (a) **Reputation:** to use its best efforts to ensure that it does not do, or permit anything to be done, which is or may be detrimental to the goodwill, name, or reputation of any other Party;
 - (b) **Good Faith:** to act in good faith to carry out its obligations as set out in this MOU;
 - (c) **Autonomy:** to accept and recognise that each Party is an autonomous entity or group

and that it is entitled to make its own decisions on any recommendations made to it, or to withdraw from the Project, in accordance with this MOU;

- (d) **Communication:** to communicate openly and honestly to each other and to keep the communication lines open. The Parties will act constructively and openly to avoid conflicts or disputes and if any arise, will deal with them promptly and resolve them in a fair manner; and,
- (e) **Timeliness:** to contribute, make decisions and communicate with the other Parties in a timely manner to ensure the Project progresses efficiently and effectively.

6. ROLES OF PARTIES

6.1 Joint Responsibilities:

- (a) **Support:** to provide, within the scope of each party's legal functions and current priorities, all reasonable support, information, materials and assistance to enable it to meet its obligations under this MOU;
- (b) **Approvals:** to obtain approval to enter into this MOU, and for any other approvals which are required during the period of the MOU, either from its board/committee or its members, as determined by the Party;
- (c) **Meetings:** to meet at times reasonably requested by each other during the period of the MOU to plan and agree on any actions necessary to give effect to this MOU (e.g. to amend this MOU or terms of reference); and
- (d) **Confidentiality:** to keep confidential and not (without the consent of the other Party) disclose any Confidential Information about the other Party except as required by law. For the purpose of this MOU, 'Confidential Information' means all information or data, in any form or medium whatsoever, relating to the Parties which by its nature, or by the circumstances of its disclosure to the holder of the information, is or could reasonably be expected to be regarded as confidential.

7. NGĀ MANU TRUSTEES

- 7.1 **Role and Responsibility:** The parties agree that a representative of Council, will be an Advisory Trustee on the Ngā Manu Trust Board (the Board) as per Clause 8.16 of the Ngā Manu Trust Deed.

7.2 Advisory Trustee representative:

- (a) The Council may nominate a representative for the Ngā Manu 'Advisory Trustee' position, with the representation to be reviewed on an annual basis.
- (b) The nominated representative must be chosen by the Council on the basis that they will be available to attend the meetings of the Board and have the necessary skills to add value to the work of the Board.
- (c) The Board must approve the nominated Council representative, based on the requirements noted in clause 7.2 (b).
- (d) The Council may request to change its representative if it wishes to do so (e.g., due to unavailability, resignation or the Council no longer wishes that person to be their representative). If the Council wishes to do so, it must give written notice, as soon as possible, to the Chair of the Board of the change and the name of the nominated replacement representative, of which Ngā Manu must approve as per clause 7.2(c).

8. DISPUTES

- 8.1 **Disputes:** Any dispute or difference arising between the Parties regarding this MOU will be dealt with in the first instance through facilitating a meeting with a representative from each of the Parties, at which they will seek, in good faith, to resolve the dispute or difference.
- 8.2 Should the dispute or difference not be resolved by such a meeting, any Party may give written notice the other Party that the dispute is to be referred by each Party to an independent mediator for resolution.

SIGNED AND AGREED BY THE PARTIES:

Full Name of Party	Ngā Manu Trust	
Authorised Signatory Name(s)		
Authorised Signatory Signature(s)		
Position		
Date		

Full Name of Party	Kāpiti Coast District Council	
Authorised Signatory Name(s)		
Authorised Signatory Signature(s)		
Position		
Date		

NGĀ MANU TRUST
("Ngā Manu")

AND

KĀPITI COAST DISTRICT COUNCIL
("Council")

**MEMORANDUM OF UNDERSTANDING
for
THE NGĀ MANU TRANSFORMATION PROJECT**



MEMORANDUM OF UNDERSTANDINGDATED THIS 29th DAY OF MAY

2019

PARTIES

- (1) **NGĀ MANU TRUST** ("Ngā Manu")
- (2) **KĀPITI COAST DISTRICT COUNCIL** ("Council")

1. PROJECT BACKGROUND AND PURPOSE

1.1 **The Project:** The Project aims to expand Ngā Manu's economic base through the completion of the four capital expenditure projects:

- Visitor and Education Conference Centre and Accommodation
- Forest canopy walkway
- Reptile house
- Ecological works

1.2 **Vision:** The vision for the Project is to transform Ngā Manu Nature Reserve into an ecological educational hub and eco-tourism destination.

1.3 **Parties:**

- Ngā Manu Trust – A Charitable Trust formed in 1974. The Ngā Manu Trust administers the Ngā Manu Nature Reserve and is dedicated to the preservation of New Zealand's indigenous bio-diversity. Research, practices and education on the conservation of New Zealand's native flora and fauna for all New Zealanders is the kaupapa of Ngā Manu.
- Kāpiti Coast District Council – The local authority for the Kāpiti Coast district. Parts of the Ngā Manu Nature Reserve site are identified as 'ecological sites' within the District Plan for the Kāpiti Coast.

- 1.4 **Purpose:** To create the foundations for a partnership between the parties to this agreement with respect to the work undertaken by the Ngā Manu Trust, and its alignment with the Kāpiti Coast District Council's Long Term Plan 2018-38 vision for a thriving environment, vibrant economy and strong communities – Toitū Kāpiti.
- 1.5 **Scope:** To support the vision for the transformation of Ngā Manu Nature Reserve, through a working partnership between the parties.
- 1.6 **Joint Objective:** To enhance the natural environment of the Kāpiti Coast, while supporting the district's economic base through visitor attraction.

2. PERIOD OF THE PROJECT

- 2.1 **Period:** This Memorandum will start on the date signed by all the Parties and will continue until the first of any of the following circumstances:

- (a) **Parties Agreement to End:** The founding Parties agree in writing that it is no longer necessary or appropriate to carry on the Project or the requirements under this MOU have been satisfied;
- (b) **Termination:** One or more of the founding Parties withdraw from the Project, giving four (4) weeks written notice.

2.2 Amendments:

- (a) Any of the Parties can request a review of the MOU.
- (b) The MOU may be amended at any time by the agreement in writing of all the Parties.
- (c) The MOU may be amended to include a new Party provided all the remaining Parties agree to it being part of the Project.

3. PRINCIPLES OF WORKING TOGETHER

3.1 **Commitment:** The Parties are committed to work together with the common goal of supporting the Kāpiti Coast's natural environment to thrive. In doing so, each Party agrees to the following principles:

- (a) **Reputation:** to use its best efforts to ensure that it does not do, or permit anything to be done, which is or may be detrimental to the goodwill, name, or reputation of any other Party;
- (b) **Good Faith:** to act in good faith to carry out its obligations as set out in this MOU;
- (c) **Autonomy:** to accept and recognise that each Party is an autonomous entity or group and that it is entitled to make its own decisions on any recommendations made to it, or to withdraw from the Project, in accordance with this MOU;
- (d) **Communication:** to communicate openly and honestly to each other and to keep the communication lines open. The Parties will act constructively and openly to avoid conflicts or disputes and if any arise, will deal with them promptly and resolve them in a fair manner; and,
- (e) **Timeliness:** to contribute, make decisions and communicate with the other Parties in a timely manner to ensure the Project progresses efficiently and effectively.

4. ROLES OF PARTIES

4.1 Joint Responsibilities:

- (a) **Support:** to provide all reasonable support, information, materials and assistance to enable it to meet its obligations under this MOU;
- (b) **Approvals:** to obtain approval to enter into this MOU, and for any other approvals which are required during the period of the Project, either from its board/committee or its members, as determined by the Party;
- (c) **Meetings:** to meet at times reasonably requested by each other during the period of the Project to plan and agree on any actions necessary to give effect to this MOU (eg to amend this MOU or terms of reference); and

- (d) **Confidentiality:** to keep confidential and not (without the consent of the other Parties) disclose any Confidential Information about the other Parties or the Project except as required by law. For the purpose of this MOU, 'Confidential Information' means all information or data, in any form or medium whatsoever, relating to the Parties or the Project which by its nature, or by the circumstances of its disclosure to the holder of the information, is or could reasonably be expected to be regarded as confidential.

5. NGA MANU TRUSTEES

- 5.1 **Role and Responsibility:** The parties agree that an Ngā Manu 'Advisory Trustee' position is available for a Kāpiti Coast District Council representative.

- 5.2 **Advisory Trustee representative:**

- (a) The Kāpiti Coast District Council may nominate a representative for the Ngā Manu 'Advisory Trustee' position, with the representation to be reviewed on an annual basis.
- (b) The nominated representative must be chosen by the Party on the basis that he/she is available to attend the meetings of the Ngā Manu Trust and has the necessary skills to add value to the work undertaken by the Ngā Manu Trust.
- (c) The Ngā Manu Trust must approve the nominated Kāpiti Coast District Council representative, based on the requirements noted in clause 5.2 (b).
- (d) The Kāpiti Coast District Council may request to change its representative if it wishes to do so (for example, due to unavailability, resignation or the Party no longer wishes that person to be their representative). If the Party wishes to do so, it must give written notice, as soon as possible, to the Ngā Manu Trust of the change and the name of the nominated replacement representative, of which the Ngā Manu Trust must approve as per clause 5.2(c).

6. DISPUTES

- 6.1 **Disputes:** Any dispute or difference arising between the Parties regarding this MOU and/or the Project will be dealt with in the first instance through facilitating a meeting with a

representative from each of the Parties, at which they will attempt, in good faith, to resolve the dispute or difference.

- 6.2 Should the dispute or difference not be resolved by such a meeting, any Party may give written notice the other Party that the dispute is to be referred by each Party to an independent mediator for resolution.

SIGNED AND AGREED BY THE PARTIES:

Full Name of Party	Ngā Manu Trust	
Authorised Signatory Name(s)	PETER ROBERT KETTLE	ANTHONY JOHN WARD
Authorised Signatory Signature(s)	<i>[Signature]</i>	<i>[Signature]</i>
Position	Chairman, Ngā Manu Trust	Part chairman Ngā Manu Trust
Date	29 May 2019	29 May 2019

Full Name of Party	Kāpiti Coast District Council	
Authorised Signatory Name(s)	Gurunathan Krishnasamy	WAYNE MAXWELL
Authorised Signatory Signature(s)	<i>[Signature]</i>	<i>[Signature]</i>
Position	Mayor KCDL	CEO KCDL
Date	29 May 2019	29 - MAY - 2019

10.7 REPORTS AND RECOMMENDATIONS FROM COMMUNITY BOARDS

Kaituhi | Author: **Maria Cameron, Advisor Governance**

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

TE PŪTAKE | PURPOSE

- 1 This report presents items considered and recommendations made to Council by community boards between 18 February 2025 and 15 May 2025.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Between 18 February and 15 May 2025, community boards have made the below five recommendations to Council:
 - 2.1 The **Paekākāriki Community Board** recommended that Council request Council officers to investigate the potential scope and process of renaming and correcting existing road names in Paekākāriki, and a report on the matter is brought to a future Paekākāriki Community Board meeting.
 - 2.2 The **Paraparaumu Community Board**:
 - 2.2.1 Requested a report back to the Community Board to outline options and plans for the land on the corner of Kāpiti Road and Amohia Street (23 Amohia Street), and
 - 2.2.2 Urged Council to consider retaining the 6% to 7% rate increase as stated in the Long-term Plan document, and not increase Council borrowings to cover any shortfall and to show evidence of reducing their net debt as outlined in the Long-term Plan.
 - 2.3 The **Raumati Community Board** recommended that Council work with the Raumati community and Raumati Community Board to develop options for the future use of the Raumati Pool Building in advance of stage 2 works to be available for input to the 2027 Long-Term Plan.
 - 2.4 The **Waikanae Community Board** recommended that Council investigate lease/gifting options for 52 School Road, Te Horo to Te Horo Community Hall Society Inc.
 - 2.5 Further to the recommendation made by the Waikanae Community Board, the **Ōtaki Community Board** recommended that Council investigate the use of 52 School Road as a solution to the carparking issues at the Te Horo Hall.

TE TUKU HAEPAPA | DELEGATION

- 3 In line with Council's Governance Structure and Delegations 2022-2025, Council has the authority to consider recommendations made by community boards and provide direction to Council officers on actioning these recommendations.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Council notes and considers the following recommendations made by community boards:
 - A.1 That the **Paekākāriki Community Board** requests Council officers to investigate the potential scope and process of renaming and correcting existing road names in Paekākāriki, and a report on the matter is brought to a future Paekākāriki Community Board meeting.
 - A.2 That the **Paraparaumu Community Board**, in relation to the land on the corner of Kāpiti Road and Amohia Street, requests:

- Staff report back to the Community Board on any known plans for the site.
- Staff report back to the Community Board on converting the land to a general reserve under the Reserves Act 1977.
- Staff, following the standard process, report back to the Community Board with a shortlist of names for the site, with **Brazier Corner/Park** being investigated as one option.
- Staff report back to the Community Board on setting the site aside as a location for telling the history of early settlement in Paraparaumu, noting that storytelling at Maclean Park is focused on other themes and is not proposed to include this history. The Community Board is not requesting any funds to be allocated for this purpose at this time.
- Staff report back to the Community Board on recommendations A to D at the next Paraparaumu Community Board meeting, and no later than the meeting following that.
- That the wishes of the Paraparaumu Community Board be presented to Council and/or the most appropriate committee, seeking support from elected members on these recommendations.

A.3 That the **Paraparaumu Community Board** urges Council in their deliberations on the annual plan to follow the 6% to 7% rate increase as stated in the Long-term Plan document, and not to increase Council borrowings to cover any shortfall and to show evidence of reducing their net debt as outlined in the Long-term Plan.

A.4 That the **Raumati Community Board** recommends that Council work with the Raumati community and Raumati Community Board to develop options for the future use of the Raumati Pool Building in advance of stage 2 works to be available for input to the 2027 Long-Term Plan.

A.5 That the **Waikanae Community Board**:

- Recommends that Council investigate lease/gifting options with the Te Horo Community Hall Society Inc., for 52 School Road, Te Horo, to enable the Society to undertake, at their cost, the necessary work to transform the land into a carpark and use for other community purposes.
- Notes that any consideration by Council to progress a lease will be subject to relevant legislation requirements before a decision can be made.
- Notes that 52 School Road, Te Horo, is not surplus to Council's requirements and any lease decision does not reflect that the land is not required in the future for Council purposes.

A.6 That the **Ōtaki Community Board** recognises the need for additional carparking facilities for the Te Horo Hall and recommend that Council investigate the use of 52 School Road as a solution.

B. That the Council requests:

- B. 1 Council officers investigate the process of correcting existing road names in Paekākāriki.
- B.2 Council work with the Raumati community and Raumati Community Board to develop options for the future use of the Raumati Pool Building in advance of stage 2 works to be available for input to the 2027 Long-Term Plan.

- B.3 Council officers investigate lease/gifting options with the Te Horo Community Hall Society Inc., for 52 School Road, Te Horo, to enable the Society to undertake, at their cost, the necessary work to transform the land into a carpark and use for other community purposes and report back to Council on options.

TŪĀPAPA | BACKGROUND

- 4 During the period of 12 March 2025 and 15 May 2025, the following community board meetings took place:

Paraparaumu Community Board	Tuesday, 25 March 2025
Paekākāriki Community Board	Tuesday, 1 April 2025
Raumati Community Board	Tuesday, 8 April 2025
Waikanae Community Board	Tuesday, 29 April 2025
Ōtaki Community Board	Tuesday, 29 April 2025
Paraparaumu Community Board	Tuesday, 6 May 2025
Paekākāriki Community Board	Tuesday, 13 May 2025

- 5 The following items were discussed at each of the meetings:
- 5.1 On Tuesday, 25 March 2025 the Paraparaumu Community Board met to discuss:
- Update: The Omnibus Reserve Management Plan
 - Update: Paraparaumu Town Centre Planning
 - Report: Chairperson's Report
 - Consideration of Applications for Funding
 - Matters Under Action
- 5.2 On Tuesday, 1 April 2025 the Paekākāriki Community Board met to discuss:
- Update: The Omnibus Reserve Management Plan
 - Consideration of Applications for Funding
 - Matters Under Action
- 5.3 On Tuesday, 8 April 2025 the Raumati Community Board met to discuss:
- Update on the Raumati Pool Building
 - Update on the Omnibus Reserve Management Plan
 - Consideration of Applications for Funding
 - Matters Under Action
- 5.4 On Tuesday, 29 April 2025 the Waikanae Community Board met to discuss:
- Update: The Omnibus Reserve Management Plan
 - Update: Considerations for future use of 52 School Road, Te Horo
 - Update: Waikanae Property Fund
 - Consideration of Applications for Funding
 - Matters Under Action

- 5.5 On Tuesday, 29 April 2025 the Ōtaki Community Board met to discuss:
- Update: Ōtaki Civil Works Update
 - Consideration of Applications for Funding
 - Matters Under Action
- 5.6 On Tuesday, 6 May 2025 the Paraparaumu Community Board met to discuss:
- Update: Maclean Park Storytelling
 - Consideration of Applications for Funding
 - Matters Under Action
- 5.7 On Tuesday, 13 May 2025 the Paekākāriki Community Board met to discuss:
- Consideration of Applications for Funding
 - Matters Under Action

HE KŌRERORERO | DISCUSSION

He take | Issues

- 6 Within the reports and recommendations considered by community boards between 12 March 2025 and 15 May 2025 there were five recommendations made to the Council from the meetings.
- 7 Further to the five recommendations made, in this report, an additional recommendation made by the Paekākāriki Community Board on Tuesday 18 February 2025, has also been included as it was not included in previous reports on recommendations to Council made by community boards.
- 8 Paekākāriki Community Board – Paekākāriki Road Naming
- 8.1 At their meeting on 18 February 2025, the Paekākāriki Community Board resolved a request to the Council to direct Council officers to investigate the potential scope and process of renaming and correcting existing road names in Paekākāriki, and a report on the matter is brought to a future Paekākāriki Community Board meeting.
- 8.2 If directed, Council officers, working alongside the Paekākāriki Community Board, can undertake an audit of current street names in Paekākāriki to scope any names which will require correcting. Once completed, a Council officer report can be provided to the Paekākāriki Community Board in due course.
- 9 Paraparaumu Community Board – Corner Amohia Street and Kāpiti Road
- 9.1 At their meeting of 25 March 2025, the Chair of the Paraparaumu Community Board, Glen Olsen raised the matter of community interest in the land on the northwest corner of Kapiti Road and Amohia Street, 23 Amohia Street.
- 9.2 As a result of the discussion, the Paraparaumu Community Board requested that:
- Staff report back to the Community Board on any known plans for the site.
 - Staff report back to the Community Board on converting the land to a general reserve under the Reserves Act 1977.
 - Staff, following the standard process, report back to the Community Board with a shortlist of names for the site, with **Brazier Corner/Park** being investigated as one option.
 - Staff report back to the Community Board on setting the site aside as a location for telling the history of early settlement in Paraparaumu, noting that storytelling at Maclean Park is focused on other themes and is not proposed to include this history.

The Community Board is not requesting any funds to be allocated for this purpose at this time.

- Staff report back to the Community Board on recommendations A to D at the next Paraparaumu Community Board meeting, and no later than the meeting following that.
- That the wishes of the Paraparaumu Community Board be presented to Council and/or the most appropriate committee, seeking support from elected members on these recommendations.

9.3 A Council officer report will be provided to the Community Board in due course.

10 Paraparaumu Community Board - Rates Increases

10.1 At the same meeting on 25 March 2025, Community Board Member Bernie Randall raised a Notice of Motion to urge Council in their deliberations on the annual plan to follow the 6% to 7% rate increase as stated in the Long-term Plan document, and not increase Council borrowings to cover any shortfall and to show evidence of reducing their net debt as outlined in the Long-term Plan.

11 Raumati Community Board – Raumati Pool

11.1 At their meeting of 8 April 2025, the Raumati Community Board recommended that Council work with the Raumati community and Raumati Community Board to develop options for the future use of the Raumati Pool Building in advance of stage 2 works to be available for input to the 2027 Long-Term Plan.

11.2 Costing for the programme for stage two of seismic works will be included in the next Long-term Plan considered by Council in 2027. As part of that process, consultation will be undertaken with the community on the use of the facility.

12 Waikanae Community Board – Te Horo Community Hall

12.1 At their meeting on 29 April 2025, the Waikanae Community Board:

- Recommended that Council investigate lease/gifting options with the Te Horo Community Hall Society Inc., for 52 School Road, Te Horo, to enable the Society to undertake, at their cost, the necessary work to transform the land into a carpark and use for other community purposes.
- noted that any consideration by Council to progress a lease will be subject to relevant legislation requirements before a decision can be made.
- noted that 52 School Road, Te Horo, is not surplus to Council's requirements and any lease decision does not reflect that the land is not required in the future for Council purposes.

12.2 At their meeting on 29 April 2025, the Ōtaki Community Board supported this recommendation by resolving:

- That the Ōtaki Community Board recognises the need for additional carparking facilities for the Te Horo Hall and recommend that Council investigate the use of 52 School Road as a solution.

13 Staff have met with the Chair and Secretary of the Te Horo Hall Committee to discuss the recommendations for the Council owned property at 52 School Road.

Ngā kōwhiringa | Options

14 No further options are provided in this report.

Mana whenua

15 Mana whenua have not been consulted in relation to this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

16 There are no direct climate change and environment considerations in relation to this report.

Ahumoni me ngā rawa | Financial and resourcing

17 There are no direct financial and resourcing considerations relevant to this report.

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

18 There are no direct legal or risk considerations relevant to this report.

Ngā pānga ki ngā kaupapa here | Policy impact

19 There are no direct policy impacts relevant to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

20 An engagement plan is not required for this report.

Whakatairanga | Publicity

21 The decision made in this report will be publicly available through the Council's standard communications channel.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**11.1 CONFIRMATION OF MINUTES**

Author: Maria Cameron, Advisor Governance

Authoriser: Darren Edwards, Chief Executive

TAUNAKITANGA | RECOMMENDATIONS

- A. That the minutes of the Council meeting of 27 March 2025 be accepted as a true and correct record.
- B. That the minutes of the Additional Council meeting of 1 May 2025 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

- 1. Minutes of Council Meeting of 27 March 2025 [↓](#)
- 2. Minutes of Additional Council Meeting of 1 May 2025 [↓](#)

COUNCIL MEETING MINUTES

27 MARCH 2025

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 27 MARCH 2025 AT 9.30AM**

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

Via Zoom: Cr Glen Cooper

IN ATTENDANCE: Ms Kim Tahiwi, Mr Michael Moore, Mr Darren Edwards, Mr Brendan Owens, Ms Kris Pervan, Ms Rach Wells, Ms Hara Adams, Mr Mark de Haast, Mr Dave Hardy, Ms Anna Smith, Ms Jessica Mackman, Ms Maria Cameron, Ms Emma Haxton, Mr Hamish McGillivray, Ms Fiona Story, Ms Sarah Wattie

Via Zoom: Mr Huriwai Paki, Mr Richard Mansell, Mr Glen Olsen

WHAKAPĀHA | APOLOGIES: Cr Shelly Warwick

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Chair welcomed everyone to the meeting

2 KARAKIA | COUNCIL BLESSING

The Chair read the Council blessing.

3 WHAKAPĀHA | APOLOGIES

APOLOGY

RESOLUTION CO2025/17

Moved: Cr Martin Halliday

Seconder: Deputy Mayor Lawrence Kirby

That the apology received from Cr Shelly Warwick be accepted.

CARRIED

The Chair notified the meeting that an apology from Mr Cam Butler, Chair of the Ōtaki Community Board had also been received.

COUNCIL MEETING MINUTES

27 MARCH 2025

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 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

There were no petitions presented at the meeting.

6 NGĀ WHAKAWĀ | HEARINGS

There were no hearings scheduled for the meeting.

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

There were no members of the public present who wished to speak.

8 NGĀ TEPUTEIHANA | DEPUTATIONS**8.1 OLDER PERSONS' COUNCIL**

Kevin Burrows, Chair of the Older Persons' Council, highlighted to Council members that the Terms of Reference for the Older Persons' Council was presented to the Social Sustainability Committee on Tuesday 25 March 2025.

8.2 WAIKANAE BOATING CLUB

Graham Oliver, Chris Turver, Toby Bach and Brian Frampton from the Waikanae Boating Club, gave an update on the Waikanae Boating Club Rebuild Project, and spoke to a submission to Council seeking financial support for a potential shortfall in funding for the Rebuild Project.

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- | | |
|---|---|
| 1 | Waikanae Boating Club - Photo of Brian Frampton with Resource & Building Consents |
|---|---|

9 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) There were no requests for a leave of absence at the meeting.
- (b) The Chair had not been advised of any matters of an urgent nature prior to the commencement of the meeting.

COUNCIL MEETING MINUTES

27 MARCH 2025

10 TE PŪRONGO A TE KOROMATUA | MAYOR'S REPORT

The Mayor did not table a report at the meeting.

Mr Glen Olsen joined the meeting (via zoom) at 9.42am.

Cr Glen Cooper joined the meeting (via zoom) at 10.08am.

11 PŪRONGO | REPORTS**11.1 REVIEWING THE KĀPITI COAST YOUTH COUNCIL, OLDER PERSON'S COUNCIL AND THE KĀPITI DISABILITY ADVISORY GROUP**

Emma Haxton, Team Leader Connected Communities, and Brendan Owens, Group Manager Customer and Community, introduced the report and asked that it be taken as read. Ms Haxton and Mr Owens answered questions from members.

RESOLUTION CO2025/18

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Nigel Wilson

- A. That the Council **notes** the key changes made to the Older Person's Advisory Group (formally Older Persons Council), Kāpiti Coast Youth Council and Kāpiti Disability Advisory Group.
- B. That the Council **approves** the new Terms of Reference for the Older Person's Advisory Group (formally Older Persons Council), Kāpiti Coast Youth Council and Kāpiti Disability Advisory Group.
- C. That the Council **delegates** to the Mayor and Chief Executive the ability to make any minor editorial changes to the Terms of Reference for the Older Person's Advisory Group (formally Older Persons Council), Kāpiti Coast Youth Council and Kāpiti Disability Advisory Group.

CARRIED

Item - 11.2 Approval to Consult on the Freedom Camping Bylaw - was moved to another part of the minutes.

11.3 ADOPTION OF THE POLICY WORK PROGRAMME 2024 – 2027

Hamish McGillivray, Manager Research & Policy and Kris Pervan, Group Manager Strategy & Growth introduced the report, asked that it be taken as read, and answered questions from members.

RESOLUTION CO2025/19

Moved: Deputy Mayor Lawrence Kirby

Seconder: Cr Nigel Wilson

- A. That Council **adopt** the Policy Work Programme 2024-2027 as shown in Attachment 1 to this report (including any editorial amendments).
- B. That the Council **note** the updates provided on the current projects under the PWP 2024-2027.
- C. That Council **agrees** to shifting the Alcohol Licencing Fees Bylaw 2024 Review to be undertaken as part of work to prepare the next Long-Term Plan in 2027.
- D. That Council **notes** that adopting this Policy Work Programme 2024-2027 is subject to

COUNCIL MEETING MINUTES

27 MARCH 2025

future changes and update, as agreed by Council (including any editorial amendments).

CARRIED

Item - 11.2 Approval to Consult on the Freedom Camping Bylaw - was moved here from another part of the minutes.

11.2 APPROVAL TO CONSULT ON THE FREEDOM CAMPING BYLAW

Hamish McGillivray, Manager Research & Policy and Kris Pervan, Group Manager Strategy & Growth introduced the report, asked that it be taken as read, and answered questions from members.

RESOLUTION CO2025/20

Moved: Cr Nigel Wilson

Seconder: Mayor Janet Holborow

That Council:

- A. Note** the review the Freedom Camping Policy 2012.
- B. Agree**, as a result of the review, to replace the existing Freedom Camping Policy 2012 with a new Bylaw.
- C. Approve**, for consultation (refer to attachments A, B and C):
 - The Statement of Proposal;
 - Proposed Freedom Camping Bylaw 2025; and
 - Summary of site assessment.
- D. Delegate** authority to the Chief Executive to approve any minor or technical amendments to the consultation documents.
- E. Note** that consultation is proposed between 2 April to 2 May 2025

CARRIED

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- 1 Statement of Proposal for the proposed Freedom Camping Bylaw 2025

Cr Rob Kofoed left the meeting at 10.56 am.

Cr Rob Kofoed returned to the meeting at 10.57am.

The meeting adjourned at 10.57am and recommenced at 11:13 am.

COUNCIL MEETING MINUTES

27 MARCH 2025

11.4 ORDER OF CANDIDATES' NAMES ON VOTING DOCUMENTS FOR THE 2025 LOCAL BODY ELECTIONS

Jessica Mackman, Senior Advisor Governance, introduced the report, asked that it be taken as read and answered questions from members.

RESOLUTION CO2025/21

Moved: Cr Martin Halliday
Seconder: Cr Sophie Handford

- A. That the Council resolve that the names of candidates for the Kāpiti Coast District Council local body election on 11 October 2025 are to be listed on the voting documents in:
- A.3 random order, as permitted under regulation 31 of the Local Electoral Regulations 2001.

CARRIED**11.5 REPORTS AND RECOMMENDATIONS FROM COMMUNITY BOARDS**

The Chair introduced the report and asked for questions from members.

Waikanae Community Board Chair, Michael Moore, requested the minutes reflect that the 'Update on the Omnibus Reserve Management Plan' was not discussed on Tuesday 4 March 2025, as stated in the agenda, due to time constraints and would be discussed at a later meeting of the Waikanae Community Board.

RESOLUTION CO2025/22

Moved: Deputy Mayor Lawrence Kirby
Seconder: Cr Sophie Handford

- A. That Council **receives** this report.

CARRIED**11.6 AMENDMENTS TO COUNCIL DELEGATIONS TO STAFF**

Fiona Story, Manager Legal Compliance and Complaints, and Sarah Wattie, General Counsel, introduced the report and asked that it be taken as read.

RESOLUTION CO2025/23

Moved: Cr Nigel Wilson
Seconder: Cr Kathy Spiers

- A. That Council **Adopts** the amended sections in '*Council Delegations to Chief Executive and Staff*' as shown in Attachment 1 to the report, '*Amendments to relevant sections of Council Delegations to Chief Executive and Staff*'.
- B. That Council **Adopts** the amended Resource Management Act 1991 delegations to staff as shown in Attachment 2 to the report, '*Amendments to Council to Staff RMA Delegations*'.

CARRIED

COUNCIL MEETING MINUTES

27 MARCH 2025

12 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

12.1 CONFIRMATION OF MINUTES

RESOLUTION CO2025/24

Moved: Cr Kathy Spiers

Seconder: Cr Jocelyn Prvanov

- A. That the minutes of the Council meeting of 6 March 2025 be accepted as a true and correct record.

CARRIED13 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA |
CONFIRMATION OF PUBLIC EXCLUDED MINUTES14 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS
RESOLUTION TO EXCLUDE THE PUBLIC**PUBLIC EXCLUDED RESOLUTION CO2025/25**

Moved: Cr Martin Halliday

Seconder: Cr Liz Koh

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
13.1 - Confirmation of Minutes	<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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations</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

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COUNCIL MEETING MINUTES

27 MARCH 2025

	(including commercial and industrial negotiations)	
14.1 - Youth Development Provision (Waikanae – Paekākāriki)	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	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
14.2 - Strategic Property Acquisition	<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>	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
14.3 - Affordable Housing Project: Rangiuru Road	Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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
CARRIED		

The Kaunihera | Council meeting went into public excluded session at 12.11pm

COUNCIL MEETING MINUTES

27 MARCH 2025

RESOLUTION CO2025/30

Moved: Cr Liz Koh

Seconder: Cr Sophie Handford

That the Kaunihera | Council moves out of a public excluded meeting.

CARRIED

The Kaunihera | Council came out of public excluded session at 1.34pm

The Chair closed the Kaunihera | Council meeting with karakia at 1.34pm

.....
HEAMANA | CHAIRPERSON

UNCONFIRMED

ADDITIONAL KAUNIHERA | COUNCIL MEETING MINUTES

1 MAY 2025

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
ADDITIONAL KAUNIHERA | COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 1 MAY 2025 AT 9:46 AM**

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

Via Zoom: Cr Liz Koh, Cr Sophie Handford

IN ATTENDANCE: Ms Kim Tahiwī, Mr Bede Laracy, Mr Glen Olsen, Mr Darren Edwards, Mr Mark de Haast, Mr Sean Mallon, Ms Hara Adams, Ms Anna Smith, Mr Evan Dubisky, Ms Maria Cameron

Via Zoom: Mr Cam Butler, Mr Huriwai Paki, Mr Mark de Haast

**WHAKAPĀHA |
APOLOGIES:** Nil

**LEAVE OF
ABSENCE:** Nil

1 NAU MAI | WELCOME

The Mayor welcomed everyone to the meeting.

2 KARAKIA | COUNCIL BLESSING

The Mayor read the Council blessing.

3 WHAKAPĀHA | APOLOGIES

There were no apologies.

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

There were no declarations of interest made.

Cr Jocelyn Prvanov joined the meeting at 9.58am.

Cr Sophie Handford joined the meeting via zoom at 10.00am.

ADDITIONAL KAUNIHERA | COUNCIL MEETING MINUTES

1 MAY 2025

5 NGĀ WHAKAWĀ | HEARINGS**5.1 PUBLIC HEARING OF SUBMISSIONS FOR THE LOCAL WATER DONE WELL CONSULTATION**

Michael Papesch, spoke to their submission, and answered elected members' questions.

Chris Harwood, on behalf of Concerned Ratepayers Kapiti, spoke to their submission, and answered elected members' questions (tabled document attached below).

Kathryn Ennis, spoke to their submission, and answered elected members' questions.

Donald Carter, spoke to their submission, and answered elected members' questions (tabled document attached below).

Geoff Churchman, spoke to their submission, and answered elected members' questions.

John Andrews, spoke to their submission, and answered elected members' questions.

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- 1 Tabled Document - Chris Harwood, on behalf of Coastal Ratepayers United
- 2 Tabled Document - Donald Carter

The Mayor closed the meeting with karakia.

The Kaunihera | Council meeting closed at 11.46am.

.....
HEAMANA | CHAIRPERSON

**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

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
12.1 - Confirmation of Public Excluded Minutes	<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>	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

14 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>