



# **AGENDA**

## **Strategy and Operations Committee Meeting**

**I hereby give notice that a Meeting of the Strategy and Operations Committee will be held on:**

**Date: Thursday, 18 February 2021**

**Time: 9.30am**

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

**Darryn Grant  
Acting Group Manager Place and Space**

**Kapiti Coast District Council**

**Notice is hereby given that a meeting of the Strategy and Operations Committee will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 18 February 2021, 9.30am.**

**Strategy and Operations Committee Members**

Cr James Cootes	Chair
Cr Gwynn Compton	Deputy
Mayor K Gurunathan	Member
Deputy Mayor Janet Holborow	Member
Cr Angela Buswell	Member
Cr Jackie Elliott	Member
Cr Martin Halliday	Member
Cr Sophie Handford	Member
Cr Jocelyn Prvanov	Member
Cr Bernie Randall	Member
Cr Robert McCann	Member

**Order Of Business**

<b>1</b>	<b>Welcome.....</b>	<b>5</b>
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<b>3</b>	<b>Apologies .....</b>	<b>5</b>
<b>4</b>	<b>Declarations of Interest Relating to Items on the Agenda .....</b>	<b>5</b>
<b>5</b>	<b>Public Speaking Time for Items Relating to the Agenda.....</b>	<b>5</b>
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<b>9</b>	<b>Confirmation of Minutes.....</b>	<b>26</b>
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	Nil	



**1 WELCOME****2 COUNCIL BLESSING**

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

**3 APOLOGIES****4 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 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA****6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

**7 UPDATES**

**7.1 OUTCOMES FROM 2020 BUSINESS ACCELERATOR SESSIONS: POP-UP  
BUSINESS SCHOOL AND START-UP WEEKEND**

## 8 REPORTS

### 8.1 2018-2021 POLICY WORK PROGRAMME UPDATE

**Author:** Aston Mitchell, Policy Advisor

**Authoriser:** Natasha Tod, Group Manager Strategy, Growth and Recovery

#### PURPOSE OF REPORT

- 1 This report provides the Committee with a progress update on the 2018-2021 Policy Work Programme (PWP), and requires Committee approval of proposed changes to the PWP.

#### DELEGATION

- 2 The Committee has delegation to consider this matter under Section B.1 of Governance Structure & Delegations 2019-2022 Triennium, which states that a key responsibility of this Committee will include “Setting and approving the policy and strategy work programme.

#### BACKGROUND

- 3 On 31 January 2019, the Strategy and Policy Committee, a Committee of the previous term, approved the Council’s PWP from 1 July 2018 to 30 June 2021.
- 4 At its meeting on 5 September 2019, the Strategy and Policy Committee considered a PWP progress update, approved revised timeframes to five existing policy projects, and approved two new policy projects (the Market Support Policy and the Gifting (Vested Assets) Policy).
- 5 At its meeting on 5 December 2019, the Strategy and Operations Committee considered a PWP progress update, approved revised timeframes to six existing policy projects, and approved two new policy projects (the Regional Land Transport Plan and the Library Strategy).
- 6 At its meeting on 16 July 2020, the Strategy and Operations Committee considered a PWP progress update, approved revised timeframes to thirteen existing policy projects, and approved two new policy projects (the Kāpiti Recovery Plan and the Destination Plan).
- 7 At its meeting on 19 November 2020, the Strategy and Operations committee considered a PWP progress update, approved revised timeframes to six existing policy projects, removed two policy projects from the programme (Annual Plan and Pre-Election Report), and approved one new policy project (Kāpiti Recovery Plan Review).
- 8 This progress update to the PWP reports on projects that:
  - 8.1 have been completed;
  - 8.2 are in process with no known concerns;
  - 8.3 are in process with some delays;
  - 8.4 are currently on hold.

#### DISCUSSION

##### Completed Projects

- 9 Since 1 July 2018, 28 projects on the PWP have been completed (see Table 1 below, and those that are marked as blue in Appendix 1 to this report), with 4 of these completed since the last update.

**Table 1:** Completed projects

Project		Completion date
1.	Annual Report 2017/18	27 September 2018
2.	Alcohol in Public Places Bylaw	6 December 2018
3.	Trade Waste Bylaw Review	24 January 2019
4.	CEMARS	31 January 2019
5.	Dog Bylaw and Policy Review	14 March 2019
6.	Class 4 Gambling and TAB Venue Gambling Policy Reviews	11 April 2019
7.	2019/20 Annual Plan	23 May 2019
8.	Speed Limit Review	13 June 2019
9.	Film Friendly Policy & Screen Wellington MoU	5 September 2019
10.	Annual Report 2018/19	26 September 2019
11.	Housing & Business Development Capacity Assessment (HBA)	8 November 2019
12.	Regional Waste Management and Minimisation Plan (RWMMP) local outcomes	December 2019
13.	On-going quarterly activity reports	Ten quarters ending 30 June 2018, 30 September 2018, 31 December 2018, 31 March 2019, 30 June 2019, 30 September 2019, 31 December 2019, 31 March 2020, 30 June 2020, 30 September 2020
14.	On-going NPS UDC quarterly reports	Nine quarters ending 31 August 2018, 30 November 2018, 28 February 2019, 31 May 2019, 31 August 2019, 30 November 2019, 29 February 2020, 31 May 2020, 30 November 2020
15.	CEMARS Audit	February 2020
16.	2020/21 Annual Plan	24 June 2020
17.	Economic Development Strategy 2015-2018	July 2020
18.	Proposed District Plan (PDP) Variation 3 – Hedger Enterprises	July 2020
19.	Proposed District Plan (PDP) - Omnibus	July 2020
20.	Proposed District Plan (PDP) Appeals	August 2020
21.	Waste Levy Allocation Policy	27 August 2020
22.	Gifting Assets Policy	September 2020
23.	Kāpiti Recovery Plan	October 2020
24.	Annual Report 2019/20	1 October 2020
25.	Proposed District Plan (PDP) Variation 2 – Waikanae Beach	18 November 2020
26.	Local Approved Products (Psychoactive Substances)	19 November 2020
27.	Solid Waste Minimisation Bylaw Review	10 December 2020
28.	Sustainable Transport Strategy	28 January 2021

**Projects currently in process with no known concerns**

- 10 There are currently 22 policy projects in process, with no known concerns (see those marked as green in Appendix 1 to this report).



**Projects currently in process with some delays**

- 11 There are seven policy projects in process that are experiencing some delays (see Table 2 below, and those marked as amber in Appendix 1 to this report).

**Table 2:** Projects in process, with some delays

	Project	Current Status	Previous Completion Date	New Completion Date
1	Traffic Bylaw	Council briefing and some early engagement undertaken. Some delays due to capacity restraints and a busy period at the end of the year, otherwise in progress.	July 2021	October 2021
2	Positive Aging Strategy 2011 Review	The community survey led by Grey Power has now been completed, and the strategy will be developed with the community, including Kaumatua Māori and other senior communities.	April 2021	December 2021
3	Keeping of Animals, Bees, and Poultry Bylaw	Initial scoping and analysis of issues was undertaken in 2020, before priority was given to the Beach Bylaw review. Work on the review is now recommencing with a new project lead.	March 2021	July 2021
4	General Bylaw	This review was due to start in late 2020. The review will commence following the completion of the Beach Bylaw review.	November 2021	December 2021
5	Land Audit	Stage 1 of the Land Audit is complete and Stage 2 will be commenced shortly. The completion date has not yet been confirmed due to competing priorities and a lack of capacity.	December 2020	Not yet determined
6	Destination Plan	All consultation dates are booked in February for TRC, and were unable to be scheduled earlier due to competing Council priorities. Colmar Brunton have developed a survey that will also be carried out to help inform the Plan.	March 2021	June 2021
7	Subdivision Development Principles and Requirements Review	Project ownership was re-determined following the recent restructure of groups. It will be driven by both Regulatory and Infrastructure. The project plan has been completed and draft is underway.	December 2020	June 2021

**Projects on hold**

- 12 There are thirteen policy projects that are currently on hold (see Table 3 below, and those marked as pink in Appendix 1 to this report).

**Table 3:** Projects that are on hold

	Project	Reason for Hold
1	Biosolids Strategy	The Lower North Island Collective Biosolids Strategy project that Council has been involved in for the last three years is

		<p>nearing completion. This work has provided valuable insights into the challenges of biosolids management in the lower North Island and provides options for the development of future collaborative strategies.</p> <p>This combined with earlier strategy investigations present a strong platform of knowledge to share and consider alternatives to the current disposal of bio-solids to landfill. Weaving tāngata whenua input into the consideration of options will be vital in this conversation going forward.</p>
2	WREMO Welfare Plan	The WREMO Welfare Plan has been drafted, but will not be finalised until the Wellington Regional Welfare Plan has been completed. In light of Covid-19, staff would also like to see what comes out of the national Caring for Communities work stream before completing the WREMO Welfare Plan.
3	Joint Iwi Management Plan	Conversations will need to take place with iwi to determine whether there is still an appetite to develop this Plan.
4	Older Persons' Housing Policy Review	This project is on hold until Council's consideration of its role in housing occurs as a part of the 2021 – 41 LTP.
5	Strategy for Supporting Arts 2012 Review	Limited staff capacity to undertake this review. Requesting Long Term Plan funding to begin work in 2021/22.
6	Local Alcohol Policy	This work was in its very early stages of scoping. It has now been put on hold with staff reprioritised to support the Beach Bylaw. Staff will be looking at sector wide guidance once the project resumes in April 2021.
7	WREMO Recovery Plan	Due to Covid-19, this has been placed on hold as recovery planning has been superseded with a focused Covid-19 Kāpiti Recovery Plan
8	Environmental Monitoring Strategy	This project has been put on hold with work to develop a new monitoring framework to follow the completion of the Long Term Plan and Growth Strategy in late 2021.
9	Māori Economic Development & Wellbeing Strategy	Further discussion is required with local iwi before this project can recommence following formalisation of ED Kotahitanga Board and completion of ED Strategy.
10	Property Strategy	Work has not yet begun due to a lack of resourcing.
11	Encroachment Policy	Work has not yet begun due to a lack of resourcing.
12	District Policy for Trees on Council-administered Land	Insufficient staff capacity to undertake this project. Project has been moved to begin in June 2021 when resource becomes available.
13	Naming of Reserves, Structures, and Commemorative Places	Insufficient staff capacity to undertake this project. Project has been moved to begin in June 2021 when resource becomes available.

### Other considerations

- 13 The Emissions Management & Reduction Plan (CEMARS) will become an action plan under the new Climate Change Strategy, and accordingly the work needs to be aligned with the drafting of the strategy. The start date has been moved to February 2021 with a completion date of May 2021.

### Responsible (Freedom) Camping in Kāpiti

- 14 At its last update in November 2020 the Committee made a resolution to add the Freedom Camping Policy review to the Policy Work Programme.
- 15 The Policy Work Programme for the 1 July 2021 to 30 June 2024 period is due to be developed and agreed by the Committee following the completion of the Long Term Plan 2021-41 and completed by the end of 2021. The focus of the current work programme is on

completing the Beach Bylaw; the Keeping of Animals Bylaw; and the General Bylaw within their statutory timeframes, alongside recommencing the scoping of a local alcohol policy. It is proposed that the timing for the review of the Freedom Camping Policy is agreed as part of the new Policy Work Programme. A report on the new Policy Work Programme will come back to the committee later in 2021. Commencing the review of the Freedom Camping Policy sooner would require scheduled work on either the Local Alcohol Policy, Keeping of Animals Bylaw, or General Bylaw to be deferred.

## **CONSIDERATIONS**

### **Policy considerations**

- 16 There are no policy considerations in addition to those already outlined in this report.

### **Legal considerations**

- 17 Section 159 of the Local Government Act 2002 (LGA02) requires bylaws to be reviewed within ten years. Legal Counsel has reviewed and confirmed the timeframes for the review of all policies and bylaws.
- 18 The current Beach Bylaw was adopted on 7 May 2009 and was, in accordance with s159 of the LGA 2002, due to be reviewed by 7 May 2019. As the review was not completed by 7 May 2019, s160A of the LGA 2002 came into effect which requires that the Bylaw will be revoked automatically if the review is not completed within two years, being by 7 May 2021.
- 19 This final date for statutory review has now been further extended to 30 June 2021, by provisions in the COVID-19 Response (Further Management Measures) Legislation Act 2020 (which temporarily suspend s160A of the LGA 2002 until 30 June 2021), meaning that any bylaws that would be automatically revoked before this date will continue in force until then.
- 20 The current Keeping of Animals, Bees, and Poultry Bylaw was adopted on 3 June 2010 and was, in accordance with s159 of the LGA 2002, due to be reviewed by 3 June 2020. As the review was not completed by 3 June 2020, s160A of the LGA 2002 came into effect which requires that the Bylaw will be revoked automatically if the review is not completed within two years, being by 3 June 2022.
- 21 The current General Bylaw was adopted on 28 January 2010 and was, in accordance with s159 of the LGA 2002, due to be reviewed by 28 January 2020. As the review was not completed by 28 January 2020, s160A of the LGA 2002 came into effect which requires that the Bylaw will be revoked automatically if the review is not completed within two years, being by 28 January 2022.

### **Financial considerations**

- 22 There are no financial considerations arising from this report.

### **Tāngata whenua considerations**

- 23 As the implementation of the PWP is carried out, planning is undertaken to ensure that individual policy projects are created in partnership with tāngata whenua.

## **SIGNIFICANCE AND ENGAGEMENT**

### **Significance policy**

- 24 While some individual policy projects will have a medium to high level of significance, this progress report on the overall PWP has a low level of significance under Council's Significance and Engagement Policy.

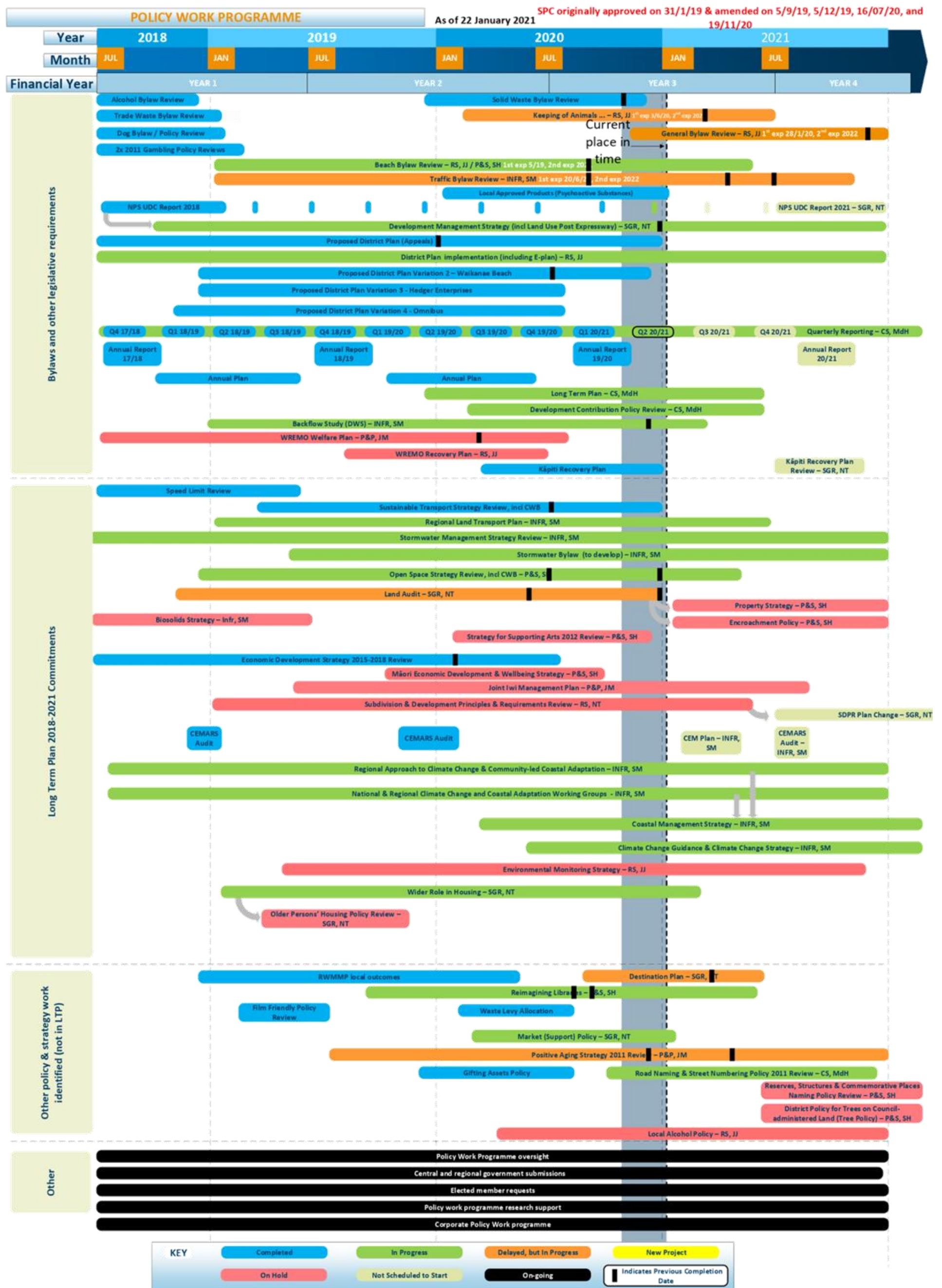
**RECOMMENDATIONS**

- 25 It is recommended that the Strategy & Operations Committee note the projects on the PWP that:
- 25.1 have been completed;
  - 25.2 are in process with no known concerns;
  - 25.3 are in process with some delays; and
  - 25.4 are currently on hold.
- 26 It is recommended that the Strategy & Operations Committee note the following amendments to the 2018-2021 Policy Work Programme:
- 26.1 The Coastal Management Strategy was scheduled to begin in March 2021 and finish in December 2021, however work was already underway as of March 2020 through our Coastal Management team. It is scheduled to complete in March 2022;
  - 26.2 The Emissions Management & Reduction Plan (CEMARS) was scheduled to begin in November 2020 and be completed in January 2021, however has been moved to align with the drafting on the complementary Climate Change Strategy draft. Accordingly, the start date is now February 2021 with a completion date of May 2021;
  - 26.3 The Subdivision Development Principles & Requirements Plan Change was scheduled to begin in January 2021 and be completed in November 2021, however has been moved back as it follows on from the Subdivision Development Principles & Requirements Review which has experienced delays. Accordingly, the start date is now July 2021 and the completion date is May 2022.
- 27 It is recommended that the Strategy & Operations Committee note the following updates to the 2018-2021 Policy Work Programme:
- 27.1 The Keeping of Animals, Poultry, and Bees Bylaw Review has an expected completion date of July 2021;
  - 27.2 The General Bylaw Review has an expected start date of April 2021 and an expected completion date of December 2021;
  - 27.3 The Traffic Bylaw has an expected completion date of October 2021;
  - 27.4 The Emissions Management & Reduction Plan (CEMARS) has an expected start date of February 2021 and an expected completion date of May 2021;
  - 27.5 The Coastal Management Strategy began in March 2020 and has an expected completion date of March 2022;
  - 27.6 The District Policy for Trees on Council-administered Land has an expected start date of June 2021 and an expected completion date of February 2022;
  - 27.7 The Positive Aging Strategy 2011 Review has an expected completion date of December 2021;
  - 27.8 The Reserves, Structures, and Commemorative Place Naming Policy Review has an expected start date of June 2021 and an expected completion date of October 2022;
  - 27.9 The Destination Plan has an expected completion date of June 2021;
  - 27.10 The Subdivision Development Principles and Requirements Review has an expected completion date of June 2021;
  - 27.11 The Subdivision Development Principles & Requirements Plan Change has an expected start date of July 2021 and an expected completion date of May 2022.

- |    |                                                                                                                                                                                        |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 28 | It is recommended that the Strategy & Operations Committee agree that the timing of the review of the Freedom Camping Policy is agreed as part of the 2021-2024 Policy Work Programme. |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## APPENDICES

1. 2018 - 2021 Policy Work Programme [↓](#)



**8.2 NPS UD QUARTERLY MONITORING REPORT - QUARTER 2**

**Author:** Aston Mitchell, Policy Advisor

**Authoriser:** Natasha Tod, Group Manager Strategy, Growth and Recovery

**PURPOSE OF REPORT**

- 1 To provide the Committee with the 2020/21 second quarter National Policy Statement on Urban Development (NPS UD) Monitoring Report, that covers the period from 1 September 2020 – 30 November 2020.
- 2 The 2020/21 second quarter NPS UD Monitoring Report is attached as Appendix 1 to this report.

**DELEGATION**

- 3 The Strategy and Operations Committee has the authority to consider this matter under section B.1 of the Governance structure and delegations 2019-2022.

**BACKGROUND**

- 4 The NPS UD requires Council to undertake quarterly monitoring and reporting of a range of market indicators published by the Ministry of Housing and Urban Development (HUD).
- 5 Monitoring reports are completed quarterly in September (Q1), December (Q2), March (Q3), and June (Q4) each year, and focus on changes to key indicators across the quarters. The September account also contains annual reporting to provide more in depth analysis across the previous year.
- 6 Previous Monitoring Reports are available on our 'Urban development capacity' webpage at <https://www.kapiticoast.govt.nz/our-district/the-kapiti-coast/urban-development-capacity/>.
- 7 The 2020/21 second quarter Monitoring Report provides an update and analysis of changes across the housing and development market for the period from 1 September 2020 to 30 November 2020. Specifically, this report focuses on Kāpiti Coast District Council's resource and building consent data during the quarter, and contains the most recent indicator data available across previous quarters as released on the HUD Dashboard.

**KEY POINTS OF INTEREST**

- 8 Key points of interest from this report include:
  - Resource and building consent activity has increased in the last quarter.
    - 173 building consents were issued in the second quarter for a total value of \$38,207,421 (the first quarter issued 126 building consents with a total value of \$33,834,768).
    - 74 resource consents were granted across all consent types, with potential net additional dwellings totalling 88 (the first quarter granted 68 resource consents with potential net additional dwellings totalling 72).
  - When compared to the second quarter in 2019/20, both building and resource consent activity has decreased (down from 185 and 79 respectively), however potential net dwellings from resource consents has increased (up from 45).
    - House sales have bounced back to 406 for the three months to 30/09/2020, with the median house sale price continuing to increase to \$730,000 for the same period.



**CONSIDERATIONS****Policy considerations**

- 9 Regular monitoring of indicators informs NPS UD requirements to assess development capacity every three years. Monitoring information will also help support the review of the Development Management Strategy which is due to be completed in December 2021.

**Legal considerations**

- 10 Appendix 1 to this report meets the NPS UD 2020 requirements to monitor and publish monitoring results.

**Financial considerations**

- 11 There are no financial considerations arising from this report.

**Tāngata whenua considerations**

- 12 We have not engaged directly with iwi on this report.

**Strategic considerations**

- 13 *Toitū Kāpiti* reflects aspirations for a vibrant and thriving Kāpiti, with strong and safe communities that are connected to our natural environment. Monitoring under the NPS UD supports Council to adapt and respond to evidence about urban development, market activity and the social, economic, cultural and environmental wellbeing of people and communities and future generations, in a timely way.

**SIGNIFICANCE AND ENGAGEMENT****Significance policy**

- 14 This matter has a low level of significance under Council's Significance and Engagement Policy.

**Publicity**

- 15 The 2020/21 second quarter Monitoring Report will be published on the Council's 'Urban Development' webpage alongside previous quarters' reports. An email will also be distributed to a list of stakeholders who have expressed an interest in the reports and to receive future updates.

**RECOMMENDATIONS**

- 16 That the Committee receives this report; and
- 17 That the Committee notes the contents of the NPS UD 2020/21 second quarter Monitoring Report for the period 1 September 2020 to 30 November 2020, as attached as Appendix 1 to this report.

**APPENDICES**

1. December 2020 Quarter 2 Monitoring Report [↓](#)





## National policy statement on urban development

### Kāpiti Coast District Council Quarter 2 Monitoring Report

*December 2020*





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### Executive summary

This second quarter NPS-UD monitoring report provides an update and analysis of changes across the development market for the 1 September 2020 – 30 November 2020 period.

Quarterly reporting identifies changes in development activity and a range of market and price efficiency indicators sourced from the Ministry of Housing and Urban Development's Urban Development Dashboard. Recent updates for house sales and house values have been provided from the dashboard.

Both resource and building consent activity has increased over the last quarter, however numbers are slightly down from the same period last year. Potential net additions to new stock from new builds and subdivisions reflects the increase in consenting activity and has also increased to 88 from 72 last quarter.

House sales numbers have bounced back from last quarter to 406 as at 30/09/2020. The median house price has also continued to increase with ongoing demand, up to a high of \$730,000 for Kāpiti for the same period.

A snapshot of indicator activity for the 1 September 2020 – 30 November 2020 is summarised below:

Indicator	Movement from Last quarter	Context
Building consent applications issued	Increase (by 47 as per Appendix 1)	173 consents issued with a total value of \$38,207,421
Resource consent applications granted	Increase (by 6 as per Appendix 1)	74 consents granted <ul style="list-style-type: none"> <li>- 67 residential</li> <li>- 7 non-residential</li> <li>- Indicating a potential net addition of 88 dwellings from new builds and subdivisions</li> </ul>
House values	Increasing	The median value of house sales continues to increase from \$670,000 (revised up) for the three months to 30/6/2020 to \$730,000 for the latest period to 30/09/2020.
House sales	Increasing	The number of house sales for the three months to 30/06/2020 have been revised up to 242, and have increased to 406 for the latest period to 30/09/2020.
Nominal mean rent	Increasing	Mean weekly rent has continued to increase, from \$459 as at 30/06/2019 (revised up) to \$469 per week at 30/09/2020.

Indicators not updated for this quarter are below, and are listed with their latest updated activity levels. These will be updated in the next quarterly report subject to updates made to the Urban Development Dashboard by the Ministry of Housing and Urban Development.

Dwelling stock (number of dwellings)	Increasing	Baseline stock numbers have not been revised since 30/09/2019 where they sat at 22,415.
Dwellings sale volume as percentage of stock	Decreasing	After a recent high of 1.814% for the period ending 31/12/2018, the ratio of sales to volume has fallen to 1.08% as at 30/09/2019.
HAM Buy: share of first home buyer households with below-average income after housing costs	Decreasing (improving)	Latest data sees affordability to buy improve as it declines from the recent peak of 0.82 in June 2018 back to 0.80 as at 31/12/2018.
HAM Rent: share of renting households with below-average income after housing costs	Decreasing (improving)	Latest data sees affordability of renting improve, falling from 0.41 at 31/12/2018 to 0.40 at 31/12/2018.
Land value as percentage of capital value	Maintaining	Maintaining 47% (as of 30/09/2017)
Average land value of a dwelling	Increasing	\$265,405 (as of 30/09/2017) increasing since 2014

## National Policy Statement on Urban Development

### Kāpiti Coast District Council - Quarter 2 Monitoring Report December 2020

#### Introduction

This is the second quarter monitoring report implementing the National Policy Statement on Urban Development (NPS-UD). The report provides updated data and analysis of changes to the housing market from the 1 September 2020 – 30 November 2020 period.

Quarterly reporting identifies changes in development activity and a range of market and price efficiency indicators sourced from the Ministry of Housing and Urban Development's Urban Development Dashboard. Recent updates for house sales and house values have been provided from the dashboard.

Regular monitoring supports Council's work to understand and develop an assessment of development capacity and a fit-for-purpose evidence base for Council's decision-making on infrastructure investment and the future release of land to meet development needs.

Previous monitoring reports are available at: [www.kapiticoast.govt.nz/Our-District/The-Kapiti-Coast/urban-development-capacity](http://www.kapiticoast.govt.nz/Our-District/The-Kapiti-Coast/urban-development-capacity)

#### GROWTH TRENDS

Consent numbers (both building and resource) for this quarter have increased from the last quarter, with potential net additional dwellings also up. There has been a slight decrease in overall activity when compared to the same period last year, but an increase in potential net additional dwellings.

#### Building consents<sup>1</sup>

Data on building consents helps identify development activity across the district. Between 1 September 2020 – 30 November 2020, 173 consents were issued. Of these, 60 related to new builds<sup>2</sup> (up from 48 from the last quarter), 95 related to dwellings - additions and alterations (up from 68 from the last quarter), and 1 related to a re-sited house.

Compared to last quarter building consent numbers have increased (up from 126), with the total value of work reflecting this at \$38,207,421 up from last quarters \$33,834,768.

Compared to the same period last year, building consents are slightly down (185 to 173), with a noticeable decrease in the total value of work from \$48,723,427 to \$38,207,421. The difference can be largely attributed to higher value projects within the new (& prebuilt) house, unit, bach, crib category for the same period last year (a decrease this quarter of \$7,650,823) as well as a higher level of commercial development with new shops, office/warehouse and multi-purpose buildings (a combined decrease of \$3,330,000 this quarter).

Further detail on the number and type of consents issued for this quarter can be found in Appendix One.

<sup>1</sup> Note: Applications for garages, fireplaces, fences, retaining walls, outbuildings, conservatories, swimming and spa pools, and other construction (e.g. signs and pergolas) are excluded from this analysis of building consents.

<sup>2</sup> From statistics category for New (& prebuilt) House, Unit, Bach, Crib

### Resource consents<sup>3</sup>

Between 1 September 2020 – 30 November 2020, Council granted 74 resource consents. This included 30 land use consents, 30 subdivision consents, and 14 resource consents for deemed permitted activities that involved a boundary activity<sup>4</sup>. Overall, 67 of the consents granted related to residential activities and information from the consents suggests that these applications have the potential to yield 88 net additional dwellings. This is up from the 72 potential net additional dwellings reported last quarter.

During this period, rural residential activities accounted for 10 of the 67 residential activities (accounting for 5 of the potential net additional dwellings), with the majority of the residential consents (22) again coming from the wider Waikanae area (accounting for 14 of the potential net additional dwellings). However, Ōtaki features strongly for this period with 8 residential consents yielding 56 of the potential net additional dwellings, with 44 from one development.

There were also 7 non-residential resource consents granted during this period. These included a District Centre subdivision, upgrading an existing telecommunications facility, and earthworks for a commercial operation.

Resource consent activity for this quarter is slightly lower than the same period last year where 79 resource consents were granted, however the number of potential net additional dwellings is up (from 45).

This quarter also identified one application where a house is to be re-built and four where cross leases were to be updated. We continue to monitor these activities as they provide an indication of the market and the extent to which the increase in value supports opportunities for improving or further investment into a property.

The table of residential and non-residential consents for the last quarter can be found in Table 2 of Appendix One.

<sup>3</sup> Quarterly resource consent activity excludes applications that varies or changes consent conditions or outline plans, which are included in wider Resource Management Act monitoring.

<sup>4</sup> Resource Management Act 1991, Sections 87BA, 87BB.

### Appendix One: Building and resource consents

**Table 1:** Building consents issued by type, Kāpiti Coast District, first and second quarter comparison

Application type	1 June 2020 – 31 August 2020		1 September 2020 - 30 November 2020	
	Number	Value \$	Number	Value \$
New (& prebuilt) House, Unit, Bach, Crib	48	28,352,304	60	27,884,746
New Flats	0	0	1	205,000
New Industrial Bldgs, eg foundry	0	0	1	70,000
New Farm Buildings - Other	2	175,000	2	166,000
New Other Buildings	1	149,000	2	533,500
New Office/Warehouse Buildings	1	650,000	0	0
Education Bldgs - new foundations only	0	0	1	400,000
Farm Buildings - New Foundations Only	0	0	1	11,500
Other Buildings - new foundations only	1	80,000	1	500
Dwellings - Alterations & additions	68	3,863,464	95	6,918,990
Dwelling with flats - New Foundations on	1	125,000	0	0
Dwelling with flats - Alterations & additions	1	200,000	1	3,000
Resited Houses	1	150,000	1	25,000
Social Bldgs - Alterations & additions	0	0	1	320,000
Farm Buildings - alterations & additions	1	80,000	0	0
Other Buildings - alterations & addition	1	10,000	6	1,669,185
<b>Total</b>	<b>126</b>	<b>33,834,768</b>	<b>173</b>	<b>38,207,421</b>

Note: applications for garages, fireplaces, fences, retaining walls, outbuildings, conservatories, swimming and spa pools, and other construction (e.g. signs and pergolas) have been deliberately excluded.

Source: Kāpiti Coast District Council building consent data.

**Table 2:** Resource consents granted by location, Kāpiti Coast District, first and second quarter comparison.

Location	1 June 2020 – 31 August 2020	1 September 2020 – 30 November 2020
	Number	Number
Maungakotukutuku	2	2
Ōtaki	5	8
Ōtaki Forks	4	6
Paekākāriki	3	1
Paraparaumu (Central, North Beach, and South Beach & Otaihangā)	8	12
Peka Peka (Te Horo and Kaitawa)	4	2
Raumati Beach and Raumati South	14	14
Waikanae	27	22
<b>Residential (total)</b>	<b>67</b>	<b>67</b>
Maungakotukutuku	0	0
Ōtaki	1	2
Ōtaki Forks	0	0
Paekākāriki	0	0
Paraparaumu (Central, North Beach, and South Beach)	0	3
Peka Peka (Te Horo and Kaitawa)	0	1
Raumati Beach and Raumati South	0	1
Waikanae	0	0
<b>Non-residential (total)</b>	<b>1</b>	<b>7</b>
<b>Total granted</b>	<b>68</b>	<b>74</b>

Source: Kāpiti Coast District Council resource consent data.

**Table 3:** Resource consents granted by type, Kāpiti Coast District, first and second quarter comparison.

Resource Consent Type	1 June 2020 – 31 August 2020	1 September 2020 – 30 November 2020
	Number	Number
Compliance Certificate	0	0
Deemed Permitted Boundary Activity	8	14
Land Use - Controlled	1	1
Land Use - Discretionary	17	14
Land Use - Non-complying	8	4
Land Use - Restricted Discretionary	16	11
Right of Way Approval	0	1
Subdivision - Controlled	0	4
Subdivision - Discretionary	7	6
Subdivision - Non-complying	6	11
Subdivision - Restricted Discretionary	5	8
<b>Total</b>	<b>68</b>	<b>74</b>

Source: Kāpiti Coast District Council resource consent data.

**Table 4:** Net dwelling increases for resource consents granted by location, Kāpiti Coast District, first and second quarter comparison.

Location	1 June 2020 – 31 August 2020	1 September 2020 – 31 November 2020
	Number	Number
Maungakotukutuku	1	2
Ōtaki	2	56
Ōtaki Forks	7	4
Paekākāriki	1	0
Paraparaumu (Central, North Beach, and South Beach & Otaihanga)	3	7
Peka Peka (Te Horo and Kaitawa)	2	0
Raumati Beach and Raumati South	3	5
Waikanae	53	14
<b>Total</b>	<b>72</b>	<b>88</b>

Source: Kāpiti Coast District Council resource consent data.



**Map 1:** Location of new build and potential net additions for the 1 September 2020 – 30 November 2020 period



Kāpiti Coast District Council – December 2020

9

**9 CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES**

**Author:** Grayson Rowse, Democracy Services Advisor

**Authoriser:** Leyanne Belcher, Democracy Services Manager

**RECOMMENDATIONS**

1. That the minutes of the Strategy and Operations meeting on 3 September 2020 be accepted as a true and accurate record of the meeting.
2. That the minutes of the Strategy and Operations meeting on 3 December 2020 be accepted as a true and accurate record of the meeting

**APPENDICES**

1. Strategy and Operations Committee meeting minutes 3 September 2020 [↓](#)
2. Strategy and Operations Committee meeting minutes 3 December 2020 [↓](#)

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
STRATEGY AND OPERATIONS COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 3 SEPTEMBER 2020 AT 9.30AM**

**PRESENT:** Cr James Cootes, Cr Gwynn Compton, Mayor K Gurunathan, Deputy Mayor Janet Holborow, Cr Angela Buswell, Cr Martin Halliday, Cr Sophie Handford, Cr Jocelyn Prvanov, Cr Bernie Randall, Cr Robert McCann

**IN ATTENDANCE:** Community Board Member Kathy Spiers  
Community Board Member Marilyn Stevens  
Wayne Maxwell, Glen O'Conner, Mark de Haast, Janice McDougall, James Jefferson, Tania Parata, Kara Kearney, Sean Mallon, Chris Pearce.

**APOLOGIES:** Cr Jackie Elliott

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

**2 COUNCIL BLESSING**

Cr Cootes welcomed everyone to the meeting and Cr Holborow read the Council blessing.

**3 APOLOGIES**

**COMMITTEE RESOLUTION 2020/32**

Moved: Cr Sophie Handford

Seconder: Cr Robert McCann

That apologies from Cr Jackie Elliott be received and accepted.

**CARRIED**

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence

- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

## 7 UPDATES

### 7.1 RESIDENT OPINION SURVEY 2019/20 ANNUAL REPORT

Chris Pearce introduced Alasdair Allen, from Research First, who attended the meeting via audio/visual link to deliver presentation. Councillors raised questions during the presentation which were answered by Mr Allen and officers. Full report will be published on Kapiti Coast District Council website.

Cr Bernie Randall left the meeting at 10:42 am.

Cr Bernie Randall returned to the meeting at 10:44 am.

The meeting adjourned at 11:01 am and resumed at 11:10am.

## 8 REPORTS

### 8.1 COMMUNITY CONTRACTS REPORT BACKS

Tania Parata introduced report, and Lyndal Bremer and Sebastian Grodd from Life Flight Trust, who presented to the committee.

Charlie Cordwell, Surf Lifesaving NZ, spoke of the work of surf lifesaving in the Kapiti Coast District Council area.

A number of councillors spoke of the community's gratitude for the work of these organisations.

#### COMMITTEE RESOLUTION 2020/33

Moved: Cr Martin Halliday

Seconder: Cr Bernie Randall

38. That the Committee thanks Surf Lifesaving New Zealand, Life Flight Trust and Wellington Free Ambulance for their role in providing beach life guard and emergency services for Kāpiti communities.
39. That the Committee notes the annual report back from: Life Flight Trust, Wellington Free Ambulance and Surf Lifesaving New Zealand.
40. That the Committee notes staff will further investigate equity of access to emergency services on the Kapiti Coast to inform the development of the Council's 2021-2041 Long term plan.

**CARRIED**

**8.2 WAKA KOTAHİ NZ TRANSPORT AGENCY PROCEDURAL INVESTMENT AUDIT REPORT**

Glen O'Connor presented report and answered questions from members.
Cr Gwynn Compton left the meeting at 11:56 am.
<b>COMMITTEE RESOLUTION 2020/34</b> Moved: Deputy Mayor Janet Holborow Seconder: Cr Angela Buswell That the Strategy and Operations Committee notes the findings from the February 2020 Waka Kotahi Procedural Investment Audit Report. <b>CARRIED</b>

Cr Gwynn Compton returned to the meeting at 12:01 pm.

**9 CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES**

<b>COMMITTEE RESOLUTION 2020/35</b> Moved: Cr Angela Buswell Seconder: Deputy Mayor Janet Holborow <ol style="list-style-type: none"><li>1. That the minutes of the Strategy and Operations meeting on 13 February 2020 be accepted as a true and accurate record of the meeting.</li><li>2. That the minutes of the Strategy and Operations meeting on 16 July 2020 be accepted as a true and accurate record of the meeting</li><li>3. That the minutes of the Strategy and Operations meeting on 20 August 2020 be accepted as a true and accurate record of the meeting</li></ol> <b>CARRIED</b>
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**10 PUBLIC SPEAKING TIME**

- For items not on the agenda

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

**12 PUBLIC EXCLUDED REPORTS****RESOLUTION TO EXCLUDE THE PUBLIC****PUBLIC EXCLUDED RESOLUTION 2020/36**

Moved: Cr Gwynn Compton

Seconder: Deputy Mayor Janet Holborow

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>12.1 - Kapiti Coast Major Events Fund</b>	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

**CARRIED**

The Strategy and Operations Committee meeting went into public excluded session at 12:04pm.

**COMMITTEE RESOLUTION 2020/37**

Moved: Mayor K Gurunathan

Seconder: Deputy Mayor Janet Holborow

That the Strategy and Operations Committee moves out of a public excluded meeting.

**CARRIED**

The Strategy and Operations Committee came out of public excluded session at 12:32pm.

**The Strategy and Operations Committee meeting closed at 12:33pm.**

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**CHAIRPERSON**

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
STRATEGY AND OPERATIONS COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 3 DECEMBER 2020 AT 9.30AM**

**PRESENT:** Cr James Cootes, Cr Gwynn Compton, Mayor K Gurunathan, Deputy Mayor Janet Holborow, Cr Angela Buswell, Cr Jackie Elliott, Cr Martin Halliday, Cr Sophie Handford, Cr Jocelyn Prvanov, Cr Bernie Randall, Cr Robert McCann

**IN ATTENDANCE:** Community Board Chair Holly Ewens  
Community Board member Guy Burns  
Community Board member Marilyn Stevens

Wayne Maxwell, Sean Mallon, Mark de Haast, Janice McDougall, Natasha Tod, James Jefferson, Darryn Grant, Tania Parata, Brandy Griffin, Terry Creighton, Hamish McGillivray, Aston Mitchell

**APOLOGIES:** Nil

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

**2 COUNCIL BLESSING**

Cr Cootes welcomed everyone to the meeting and read the Council blessing.

**3 APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION 2020/41**

Moved: Cr Sophie Handford

Seconder: Cr Gwynn Compton

That the apology received from Cr Jackie Elliott be accepted.

**CARRIED**

Nil

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

**7 UPDATES**

There were none.

**8 REPORTS****8.1 KAPITI COMMUNITY FOOD BANK**

Janice MacDougall and Tania Parata presented the report and responded to questions from members.
Meeting adjourned at 10.10am and resumed at 10.22am
The recommendations were debated
<b>COMMITTEE RESOLUTION 2020/42</b> Moved: Deputy Mayor Janet Holborow Seconder: Mayor K Gurnathan That the Committee endorses the approach outlined in paragraph 15 of this report, to support the Kāpiti Community Foodbank as charted in the Recovery Plan, by:  35. Subsidising the Licence to Occupy costs by granting the Kāpiti Community Food Bank \$16,000.  35.1. This grant will be a special one of grant as part of council's role in supporting and responding to social recovery.  35.2. Council's financial support of \$16,000 has been allocated within Council's Recovery Plan 2020/21.  36. Council notes that staff will work with the Foodbank to access additional opportunities for funding, with the purpose of reducing council's contribution to the licence fees. If compatible external funding is not achieved, options for Council support will be presented to the appropriate Council Committee later in the financial year.  <b>CARRIED</b>
<b>COMMITTEE RESOLUTION 2020/43</b> Moved: Cr Gwynn Compton Seconder: Cr Martin Halliday



37. That council staff report back on their actions to find funding in February on options for Council to fund the remaining \$14,000 of the Kapiti Community Food Bank's licence to occupy costs.

**CARRIED**

The meeting adjourned at 11:11 am and resumed at 11.20am

*Cr Jocelyn Prvanov left the meeting at 11:20 am.*

## **8.2 PROPOSED TERMS OF REFERENCE FOR THE WELLINGTON REGION CLIMATE CHANGE WORKING GROUP**

Brandy Griffin introduced the report and referred to Cr Sophie Handford who spoke further to the report.

### **COMMITTEE RESOLUTION 2020/44**

Moved: Cr Sophie Handford

Seconder: Deputy Mayor Janet Holborow

20. It is recommended that the Strategy and Operations Committee note and provide feedback on the proposed Terms of Reference of the Wellington Region Climate Change Forum, attached as Appendix 1 to this report.

**CARRIED**

*Cr Bernie Randall left the meeting at 11:43 am.*

*Cr Bernie Randall returned to the meeting at 11:45 am.*

## **8.3 NEW ELECTRICITY CONTRACT AND EMISSIONS REDUCTION OPTIONS**

Sean Mallon and Terry Creighton presented the report which was taken as read and responded to questions from elected members.

### **COMMITTEE RESOLUTION 2020/45**

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Sophie Handford

50. It is recommended that the Committee:

- Declines the offers put forward for the new electricity contract from the AoG tender process, and
- Approves the establishment of a separate, independent, tender process for the new electricity contract in early 2021.

**CARRIED**

**8.4 KĀPITI COAST DISTRICT COUNCIL QUARTERLY MONITORING REPORT - INCLUDING ANNUAL UPDATE**

Hamish McGillivray presented the report, and responded to questions from elected members

*Cr Jocelyn Prvanov returned to the meeting at 11:51 am.*

**COMMITTEE RESOLUTION 2020/46**

Moved: Cr Robert McCann

Seconder: Cr Gwynn Compton

16. That the Strategy and Operations Committee receives this report, and

17. That the Strategy and Operations Committee notes the contents of the NPS UD 2020/21 first quarter Monitoring Report for the period 1 June 2019 – 31 August 2019 as well as analysis and comparison across the last year (1 July 2019 to 30 June 2020), as attached as Appendix 1 to this report

**CARRIED**

**9 CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION 2020/47**

Moved: Cr Martin Halliday

Seconder: Cr Gwynn Compton

1. That the minutes of the Strategy and Operations committee meeting on 5 November 2020 be accepted as a true and accurate record of the meeting.

**CARRIED**

**COMMITTEE RESOLUTION 2020/48**

Moved: Cr Martin Halliday

Seconder: Cr Gwynn Compton

2. That the minutes of the Strategy and Operations committee meeting on 19 November 2020 be accepted as a true and accurate record of the meeting.

**CARRIED**

**10 PUBLIC SPEAKING TIME**

- For items not on the agenda

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

**The Strategy and Operations Committee meeting closed at 12.04.**

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**CHAIRPERSON**

**10 PUBLIC SPEAKING TIME**

- For items not on the agenda

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil