

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 24 JUNE 2021 AT 9.30AM**

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

**IN ATTENDANCE:** Mr James Westbury – Waikanae Community Board Chair  
Ms Holly Ewens, Paekākāriki Community Board Chair (via Zoom)  
Ms Chris Papps, Ōtaki Community Board Chair

Mr Wayne Maxwell, Mr Sean Mallon, Mrs Janice McDougall, Mr Mark de Haast, Mr James Jefferson (via zoom) , Ms Natasha Tod, Ms Sacha Haskell, Mr Grayson Rowse

**APOLOGIES:** Nil

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

**2 COUNCIL BLESSING**

The Mayor welcomed everyone to the meeting and Cr Janet Holborow read the Council blessing.

**3 APOLOGIES**

**APOLOGY**

**RESOLUTION CO2021/57**

Moved: Mayor K Gurunathan

Seconder: Cr Gwynn Compton

That the apology received from Paraparaumu-Raumati Community Board Chair Kathy Spiers be 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 MAYOR'S REPORT**

There was none

**WAIKANAĒ RECYCLING CENTRE**

Cr Jackie Elliott presented the following motion.  
Officers provided advice on the effect of the motion

**MOTION**

Moved: Cr Jackie Elliott  
Seconder: Cr Jocelyn Prvanov

It is recommended that the council:

instruct the Chief Executive to retain the Park Avenue Recycling Facility infrastructure at the current site until such time that Waikanae residents have been consulted on their appetite for a user-pays recycling facility in Waikanae.

For: Crs Jackie Elliott, Jocelyn Prvanov, Sophie Handford and Bernie Randall

Against: Mayor Gurunathan, Crs Janet Holborow, James Cootes, Gwynn Compton, Martin Halliday and Robert McCann

Abstained: Cr Angela Buswell

**LOST**

Cr Jackie Elliott left the meeting at 10.40 am.

The meeting adjourned at 10.40am and resumed at 11.04am

Cr Jackie Elliott returned to the meeting at 11.15am

**8 REPORTS****8.1 ADOPTION OF THE LONG TERM PLAN 2021-41**

Mark de Haast presented the Long Term Plan report and introduced Mr David Borrie of Ernst and Young, representing the Office of the Auditor General who spoke to the auditors opinion.

**RESOLUTION CO2021/58**

Moved: Mayor K Gurunathan

Seconder: Deputy Mayor Janet Holborow

It is recommended that the Council:

122. **Notes** that the Local Government Act 2002 (LGA) states that a long term plan must be adopted before the commencement of the first year to which it relates and continues in force until the close of the third consecutive year to which it relates.  
Long-term plan components attached as Appendix A and B to this report.

**Strategic Direction**

123. **Adopts** for inclusion in the 2021-41 Long-term plan, the 'plan on a page' as included in Appendix A (page 31) to this report.

**Strategies**

124. **Adopts** for inclusion in the 2021-41 Long-term plan, the Financial Strategy as included in Appendix B (pages 2-13) to this report.  
125. **Adopts** for inclusion in the 2021-41 Long-term plan, the Infrastructure Strategy as included in Appendix B (pages 14-65) to this report.

**Policies**

126. **Adopts** for inclusion in the 2021-41 Long-term plan, the Significance and Engagement Policy as included in Appendix B (pages 66-77) to this report.  
127. **Adopts** for inclusion in the 2021-41 Long-term plan, the Rates Remission Policy as included in Appendix B (pages 78-88) to this report.  
128. **Adopts** for inclusion in the 2021-41 Long-term plan, the Development Contributions Policy as included in Appendix B (pages 89-144) to this report.  
129. **Adopts** for inclusion in the 2021-41 Long-term plan, the Revenue & Financing Policy as included in Appendix B (pages 145-202) to this report.  
130. **Adopts** the change of borrowing target (Net external debt over total operating income) in the Treasury Management Policy attached as Appendix C to this report.

**Key Decisions**

131. **Adopts** for inclusion in the 2021-41 Long-term plan, Council taking a bigger role in housing.  
132. **Adopts** for inclusion in the 2021-41 Long-term plan, renewing the Paekākāriki seawall a different way using the timber option.  
133. **Adopts** for inclusion in the 2021-41 Long-term plan, Council setting up a Council Controlled Organisation (CCO).  
134. **Adopts** for inclusion in the 2021-41 Long-term plan, Council exploring ways to have a role in the airport.  
135. **Notes** Public Voice's analysis reports included as;  
<https://www.kapiticoast.govt.nz/media/39675/long-term-plan-report-12-june.pdf>  
<https://www.kapiticoast.govt.nz/media/39676/public-voice-ltp-report.pdf>.

**Long-term plan 2021-41**

136. **Adopts** the Long-term plan 2021-41 as attached as Appendices A and B to this report.  
137. **Delegates** to the Mayor, the Chair of the Strategy and Operations Committee, the Deputy Mayor, Cr McCann, Cr Compton and the Chief Executive the authority to approve minor editorial changes to the material contained in Appendices A and B to this report.  
138. That the Mayor writes to Waka Kotahi, The Minister of Transport and the Minister of Local Government to outline, councils concerns around underfunding Council's Local Road Maintenance program, and the implications created by the timing of Waka Kotahi's decision coming out after the development of Councils 2021-41 Long Term Plan.  
139. The Council thanks staff for their work in developing the 2021-41 Long Term Plan.

**CARRIED**

Cr Elliott voted against

**8.2 SETTING OF RATES, DUE DATES AND PENALTIES REGIME**

Mark de Haast presented the report which was taken as read.

**RESOLUTION CO2021/59**

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Gwynn Compton

13. 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 2021 and ending 30 June 2022.

**(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 0.30198 cents in the dollar (inclusive of GST) of land value on every rating unit in the urban rating areas of the District as per the Council's rating area maps;

a rate of 0.11475 cents in the dollar (inclusive of GST) of land value on every rating unit in the rural rating areas of the District as per the Council's rating area maps with an area less than 50 hectares, excluding those properties in the rural village differential rating areas;

a rate of 0.06644 cents in the dollar (inclusive of GST) of land value on every rating unit in the rural rating areas of the District as per the Council's rating area maps with an area equal to or greater than 50 hectares plus rating units less than 50 hectares where a combination of these properties total greater than 50 hectares and form part of one farming operation, excluding those properties in the rural village differential rating areas;

a rate of 0.21139 cents in the dollar (inclusive of GST) of land value on every rating unit in the rural rating areas of the District which is located in the rural village differential rating areas as per the Council's rating area maps.

**(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 - \$806.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Accommodation/Hospitality (other than motels and camping grounds) - \$1,612.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Motels and camping grounds - \$241.80 (inclusive of GST) per separately used or inhabited part of a rating unit.

**(3) Districtwide Rooding Capital Value Rate**

A Districtwide targeted rate for rooding, 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 0.05978 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 drainage areas as per the Council's stormwater drainage rating area maps as follows:

- a rate of 0.01822 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 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. The Districtwide water supply fixed rate is invoiced as a daily rate for convenience.

- General - \$222.00 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Medium Scale - \$199.80 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Large Scale - \$177.60 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Accommodation/Hospitality – \$444.00 (inclusive of GST) per separately used or inhabited part of a rating unit.
- Serviceable - \$222.00 (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 - \$1.19 (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 supplied by the Hautere/Te Horo water supply.

- A fixed charge of \$314.00 (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 section 16(3)(b) and 16(4)(b) on rating units in the Waikanae, Paraparaumu, Raumati and Ōtaki rating areas, as per the Council's rating area maps.

- General - \$440.00 (inclusive of GST) per rating unit connected to the sewerage system. A rating unit used primarily as a residence for one household shall not be treated as having more than one water closet or urinal.
- Community - \$220.00 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Educational – \$198.00 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Recreational - \$110.00 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Large Scale Commercial/Residential - \$220.00 (inclusive of GST) per water closet or urinal connected to the sewerage system, where there is more than one water closet or urinal.
- Serviceable - \$220.00 (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 0.00092 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 0.00179 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 0.00240 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 0.00781 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 0.03699 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.

14. That all property rates (including Hautere/Te Horo Water Supply Rate, but excluding Districtwide Water supply fixed and volumetric rates) be payable in four equal instalments due on:

Instalment	Due Dates	Penalty Dates
Instalment One	9 September 2021	10 September 2021
Instalment Two	9 December 2021	10 December 2021
Instalment Three	9 March 2022	10 March 2022
Instalment Four	9 June 2022	10 June 2022

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

15. That water rates (excluding 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 Read During	Due Date	Penalty Date
Paraparaumu/Raumati/Raumati Beach/Raumati South/Paekākāriki	Jul-21	27-Aug-21	30-Aug-21
	Oct-21	26-Nov-21	29-Nov-21
	Jan-22	2-Mar-22	3-Mar-22
	Apr-22	30-May-22	31-May-22
Otaki/Peka Peka/Waikanae Beach	Aug-21	28-Sep-21	29-Sep-21
	Nov-21	6-Jan-22	7-Jan-22
	Feb-22	30-Mar-22	31-Mar-22
	May-22	27-Jun-22	28-Jun-22
Waikanae/Nikau Valley/Otaihanga/Paraparaumu Beach	Sep-21	28-Oct-21	29-Oct-21
	Dec-21	4-Feb-22	8-Feb-22
	Mar-22	26-Apr-22	27-Apr-22
	Jun-22	29-Jul-22	1-Aug-22

16. That the Council 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 2021 and which remains unpaid after the due dates as per paragraph 14, to be added on the penalty dates above.
- a charge of ten per cent (10%) on so much of any property rates (including previously applied penalties) assessed before 1 July 2021 which remain unpaid on 1 July 2021. The penalty will be added on 7 July 2021.
- 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 15.

17. That 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, countrywide
- Westpac Bank, countrywide (*excluding water supply rates*)
- Greater Wellington Regional Council, 100 Cuba Street, Te Aro, Wellington
- Greater Wellington Regional Council, 35-37 Chapel Street, Masterton

18. Alternatively, payment of rates can be made to the Council by direct debit, internet banking, direct credit, telephone banking and credit card (subject to a convenience fee) through the Council's website.

#### **CARRIED**

Cr Elliott voted against

### **8.3 FEES & CHARGES FOR 2021/22 IN ACCORDANCE WITH THE 2021-41 LONG TERM PLAN**

Mark de Haast presented the report which was taken as read.

#### **RESOLUTION CO2021/60**

Moved: Cr Angela Buswell

Seconder: Cr Martin Halliday

34. That the Council receives and notes this report, including Appendix 1 to this report.

35. That the Council adopts the User Fees and Charges 2021/22, attached as Appendix 1 to this report.

36. That the Council notes that the increase to housing for older persons rentals may be subject to further review by the Council. Should the Council wish to charge less, this can be revisited during the year and a revised fees and charges schedule would need to be approved by the Council.

37. That the Council Delegates to the Mayor, the Chair of the Strategy and Operations Committee, the Deputy Mayor, Cr McCann, Cr Compton and the Chief Executive the authority to approve minor editorial changes to the material contained in Appendix 1 to this



report.

**CARRIED**

Cr Elliott voted against

## **9 CONFIRMATION OF MINUTES**

### **9.1 CONFIRMATION OF MINUTES**

#### **RESOLUTION CO2021/61**

Moved: Cr Robert McCann

Seconder: Cr Sophie Handford

The minutes of the Council meeting of 27 May 2021 be accepted as a true and correct record.

**CARRIED**

## **10 PUBLIC SPEAKING TIME**

- There were no public speakers.

**The Council meeting closed at 12.11pm.**

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**CHAIRPERSON**