



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, 5 August 2021

Time: 9.30am

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

**Sean Mallon
Group Manager Infrastructure Services**

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 5 August 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

1	Welcome.....	5
2	Council Blessing.....	5
3	Apologies	5
4	Declarations of Interest Relating to Items on the Agenda	5
5	Hearing of submissions	5
6	Public Speaking Time for Items Relating to the Agenda.....	5
7	Members' Business	5
8	Updates	5
	Nil	
9	Reports	6
9.1	Hearing Submitters who wish to be Heard on the Review of the Keeping of Animals, Bees, and Poultry Bylaw 2010	6
9.2	2018-2021 POLICY WORK PROGRAMME UPDATE	9
9.3	Local Government Funding Agency's 2021/22 Statement Of Intent.....	16
9.4	National Policy Statement on Urban Development - Quarter 4 Monitoring Report	34
10	Confirmation of Minutes.....	44
10.1	Confirmation of Minutes	44
11	Public Speaking Time.....	50

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 hāpori 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 HEARING OF SUBMISSIONS**6 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA****7 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)

8 UPDATES

Nil

9 REPORTS

9.1 HEARING SUBMITTERS WHO WISH TO BE HEARD ON THE REVIEW OF THE KEEPING OF ANIMALS, BEES, AND POULTRY BYLAW 2010

Author: Aston Mitchell, Policy Advisor

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

PURPOSE OF REPORT

- 1 To provide the opportunity for those submitters who wish to speak to the Council on their submission for the Review of the Keeping of Animals, Bees, and Poultry 2010 to be heard at this meeting.

DELEGATION

- 2 The Council has the authority to hear submitters under Section 83 of the Local Government Act 2002.

BACKGROUND

- 3 The Keeping of Animals, Bees, and Poultry Bylaw is due for review by 3 June 2022.
- 4 The purpose of the bylaw is to protect the public from nuisance, health and safety risks, and offensive behaviour in relation to the keeping of animals.
- 5 There are a variety of different roles and responsibilities relating to the management of animals. These are important as the scope of the Bylaw means a number of matters are excluded from the Bylaw rules, including:
 - 5.1 Dogs, which are covered in the Kapiti Coast District Council Dog Control Bylaw 2019 and Dog Control Policy 2019;
 - 5.2 Animal welfare as this is covered by the Society for the Prevention of Cruelty to Animals (SPCA) and the Animal Welfare Act 1999;
 - 5.3 Wild animals as these are free and not 'kept';
 - 5.4 Pest management, as this is covered by the Greater Wellington Regional Council under the Regional Pest Management Plan 2019-2039; and
 - 5.5 Environmental protection, which sits under a range of other legislation, including the Resource Management Act 1991.
- 6 On 17 June 2021 the Strategy and Operations Committee agreed a draft Kapiti Coast District Council Keeping of Animals, Bees, and Poultry 2021 Bylaw (Bylaw) and statement of proposal for public consultation.
- 7 Under Section 83 of the Local Government Act 2002, Council undertook a special consultative procedure from 28 June 2021 to 28 July 2021.
- 8 Consultation on the Bylaw involved a public notice in the Kāpiti Observer, Otaki Today, and Kapiti News, along with notifications in our regular digital channels (i.e. Everything Kapiti Newsletter and Kapiti Coast District Council Facebook page). Submitters were encouraged to provide feedback through the Have Your Say tool online, and paper copies of the submission form and associated documents were made available at service centres and public libraries.
- 9 A hearings date of 5 August 2021 was identified as part of the consultation for submitters wishing to be heard, to have the opportunity to talk to their submission.
- 10 As of 29 July 2021, we have received 55 submissions, with 8 submitters indicating that they wished to talk to their submissions on 5 August 2021.

NEXT STEPS

- 11 Council officers will prepare a report for Council to receive all submissions at the next available opportunity. This will include high-level summary of feedback received during the special consultative procedure.
- 12 Officers will carry out review and analysis of submissions received; and prepare recommendations for the adoption of the 2021 Bylaw, for Council to consider at its meeting on 30 September 2021.

CONSIDERATIONS**Policy considerations**

- 13 There are no policy considerations as part of this report. Analysis of submissions and recommendations for any changes to the final Bylaw will be presented to Council for consideration as part of the adoption of the Bylaw on 30 September 2021.

Legal considerations

- 14 The adoption of the 2021 Keeping of Animals, Bees, and Poultry Bylaw must be completed by 3 June 2022 to avoid the bylaw being automatically revoked under section 160A of the Local Government Act 2002.
- 15 Under section 145 of the Local Government Act 2002, a territorial authority may make bylaws for its district for one or more of the following purposes:
 - (a) protecting the public from nuisance;
 - (b) protecting, promoting, and maintaining public health and safety;
 - (c) minimising the potential for offensive behaviour in public places.

Financial considerations

- 16 This bylaw review is being carried out within existing budgets.

Tāngata whenua considerations

- 17 Council Officers have sought iwi input and have continued to support iwi engagement on the draft Bylaw and the Statement of Proposal.

Strategic considerations

- 18 *Toitū Kāpiti* reflects aspirations for a vibrant and thriving Kāpiti, with strong and safe communities that are connected to our natural environment. The Keeping of Animals, Bees, and Poultry Bylaw supports Council and our District in ensuring the public is protected from nuisance, health and safety risks, and offensive behaviour in relation to the keeping of animals, which feeds into the *Toitū Kāpiti* aspirations.

SIGNIFICANCE AND ENGAGEMENT**Significance policy**

- 19 In accordance with the LGA 2002, a special consultative procedure was required to seek feedback on the drafted 2021 Keeping of Animals, Bees, and Poultry Bylaw.

Consultation already undertaken

- 20 A pre-consultation engagement phase took place earlier this year. This included targeted pre-engagement with iwi partners and key stakeholders, as well as a *Have Your Say* ideas board through our engagement portal.

- 21 Officers briefed Council on 20 March 2021 (on the issues and ideas identified through the engagement and analysis phase), and again on 11 May 2021 (to outline the content proposed as a part of the Statement of Proposal).
- 22 Public consultation on the draft 2021 Bylaw and the accompanying Statement of Proposal ran from 28 June 2021 to 28 July 2021.
- 23 The consultation process included a public notice in the Kāpiti Observer, Otaki Today, and Kapiti News, along with notifications in our regular digital channels (i.e. Everything Kapiti Newsletter and Kapiti Coast District Council Facebook page).
- 24 Submitters were encouraged to provide feedback through the Have Your Say tool online, and paper copies of the submission form and associated documents were made available at service centres and public libraries.

Engagement planning

- 25 A communications and engagement plan was developed to support the public consultation process through a range of channels, including our regular digital channels (including Facebook, the Keeping of Animals Bylaw web page on kapiticoast.govt.nz, and e-newsletter Everything Kāpiti), newspaper advertising, direct emails to stakeholders, and media advisories.

Publicity

- 26 Further information on the publicity of the Bylaw will be provided as part of the report seeking adoption of the 2021 Bylaw on 30 September 2021.

RECOMMENDATIONS

- 27 That the Council notes that eight submitters wished to speak to Council on the proposed draft Kapiti Coast District Council Keeping of Animals, Bees, and Poultry Bylaw 2021.

APPENDICES

Nil

9.2 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

- 1 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.
- 2 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).
- 3 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).
- 4 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).
- 5 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).
- 6 At its meeting on 18 February 2021, the Strategy and Operations committee considered a PWP progress update, and approved revised timeframes to eleven existing policy projects.
- 7 This progress update to the PWP reports on projects that:
 - 7.1 have been completed;
 - 7.2 are in process with no known concerns;
 - 7.3 are in process with some delays;
 - 7.4 are currently on hold.

DISCUSSION**Completed Projects**

- 8 Since 1 July 2018, 33 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 8 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	Twelve 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, 31 December 2020, 31 March 2021
14.	On-going NPS UDC quarterly reports	Ten 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, 28 February 2021
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
29.	Market Support Policy	February 2021
30.	Beach Bylaw	25 March 2021
31.	Long Term Plan 2021-41	24 June 2021
32.	Regional Land Transport Plan	June 2021
33.	Development Contribution Policy	June 2021

Projects currently in process with no known concerns

- 9 There are currently fourteen 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

- 10 There are twelve 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	Approval to consult on draft expected July 2021.	October 2021	December 2021
2	Keeping of Animals, Bees, and Poultry Bylaw	Pre-engagement has concluded, and formal consultation was approved and is running between 28 June and conclude 28 July. The consultation was originally planned to run earlier however due to LTP consultation had to be delayed. Following hearings and analysis, a final Bylaw is expected to be presented to Council for consideration end-September.	July 2021	September 2021
3	Land Audit	Stage 1 of the Land Audit (validation) is complete and Stage 2 is underway. Stage 2 requires cross-team collaboration to implement validated data into our systems and the creation of asset ownership maps.	December 2020	June 2022
4	Destination Plan	Good progress has been made and the draft plan is well advanced. An additional round of consultation is being undertaken prior to final draft being confirmed.	June 2021	August 2021
5	District Growth Strategy	Growth scenarios are completed with the drafting of the consultation document in progress. Iwi have been approached for engagement.	December 2021	February 2022
6	Backflow Policy (Drinking Water Supply)	The field work verification and the drafted policy have been completed. The external resourcing partner requires further time to create a supporting report detailing the extent of the works and the associated costs.	February 2021	November 2021
7	WREMO Welfare Plan	The Plan has been drafted and is awaiting the draft Regional Plan being completed before finalising the local plan.	August 2020	August 2021
8	Wider Role in Housing	This was deferred awaiting LTP decisions. Work has re-commenced following adoption of the LTP.	March 2021	November 2021
9	Coastal Management Strategy	Recruitment for the Community Assessment Panel is underway with the Chair already confirmed. The technical review of the coastal science data is experiencing delays however the report is now due in July 2021.	March 2022	July 2022
10	Re-imagining Libraries	A different approach is now being used contributing to the timeframe extension. Focus groups are being run in late July 2021 with the report due end of August.	June 2021	September 2021
11	Climate Action Emergency Framework	Consultation on the vision and principles for this project have been completed through the LTP consultation. Development of activity summaries and programmes is currently underway.	December 2021	TBC 2022
12	Local Alcohol Policy	This project is in the early stages of information gathering and analysis.	December 2021	April 2023

Projects on hold

- 11 There are twelve 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 Regional Biosolids Strategy (Lower North Island) project has now concluded. Regional and national context in the biosolids context is still unknown and may change within the context of the 3-waters changes. We will look to offer a short strategy statement, offering options for future outcomes, by the end of January 2022.
2	Joint Iwi Management Plan	Following the completion of the LTP, there is now budget allocation for this Plan to be commenced in the next 3 years. Timing is yet to be determined.
3	Older Persons' Housing Policy Review	Following the completion of the LTP, this project has had budget allocated for year 2 of the LTP. A report will go to Council at the end of 2021 to seek decisions on the approach for the review of the existing Policy.
4	WREMO Recovery Plan	Awaiting WREMO to revise approach to this work post pandemic.
5	Environmental Monitoring Strategy	Awaiting the outcomes and principles for the Growth Strategy to be completed prior to commencing, expected early-2022.
6	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.
7	Property Strategy	Resourcing for this work needs to be confirmed.
8	Encroachment Policy	Project resourcing to be confirmed. It is expected that this project can commence late 2021.
9	District Policy for Trees on Council-administered Land	Insufficient staff capacity to undertake this project. Timeframe to be determined once capacity becomes available.
10	Naming of Reserves, Structures, and Commemorative Places	Insufficient staff capacity to undertake this project. Timeframe to be determined once capacity becomes available.
11	Open Space Strategy, incl CWB	The Strategy has been drafted, however is now on hold to co-ordinate with the Growth Strategy.
12	Road Naming & Street Numbering Policy Review	A draft policy is ready for review, however this has been placed on hold due to resourcing constraints during an internal system change. It will be re-commenced once resourcing is available.

Review of the Policy Work Programme 2018-2021

- 12 The Policy Work Programme is due for review as the current programme is coming to an end. Work on the development of a Policy Work Programme for 2022-2024 has begun, with workshops to come for staff, Elected Members and iwi, to progress this further.

CONSIDERATIONS

Policy considerations

- 13 The Local Alcohol Policy has been taken off hold following the completion of the Beach Bylaw. The timeframe has been adjusted accordingly, with a start date of April 2021 and a completion date of April 2023.

- 14 The Subdivision Development Principles and Requirements Plan Change has been removed from the programmed as it has been combined with the Subdivision Development Principles and Requirements review project. To reflect the combined work, the Subdivision Development Principles and Requirements review has a new completion date of February 2022.
- 15 The Class 4 Gambling Policy 2019 and the TAB Venue Gambling Policy 2019 are being added to the policy work programme with a start date of December 2021 and a finish date of December 2022.

Legal considerations

- 16 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.
- 17 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.
- 18 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.
- 19 The Class 4 Gambling Policy 2019 and the TAB Venue Gambling Policy 2019 were adopted on 11 April 2019 and are, in accordance with s101 of the Gambling Act 2003 and s65E of the Racing Act 2003, due to be under review by 11 April 2022.

Financial considerations

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

Tāngata whenua considerations

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

SIGNIFICANCE AND ENGAGEMENT

Significance policy

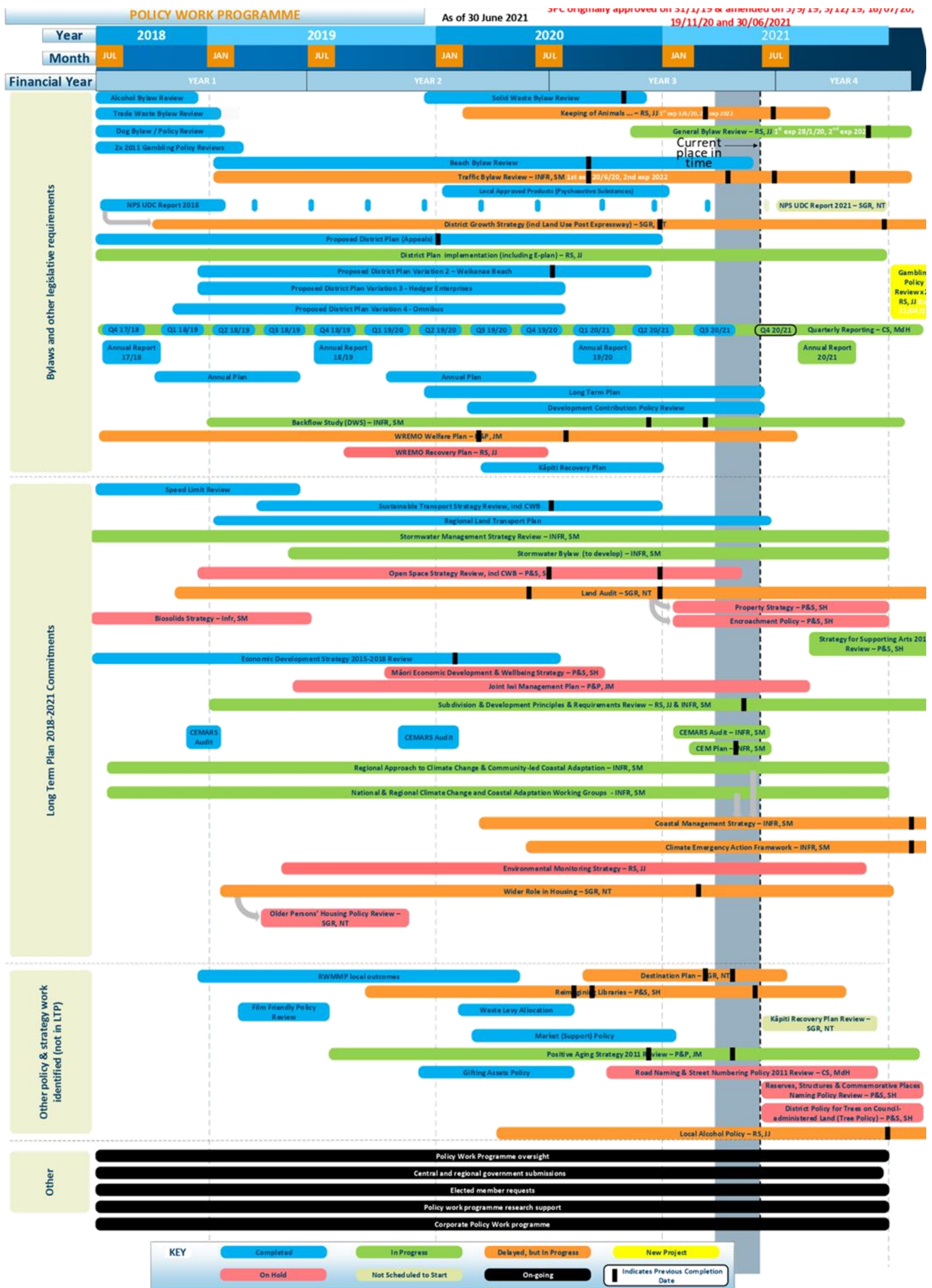
- 22 While some individual policy projects will have a medium to high level of significance, this progress report on the overall PWP has a low level of significance under Council's Significance and Engagement Policy.

RECOMMENDATIONS

- 23 It is recommended that the Strategy & Operations Committee note the projects on the PWP that:
- 22.1 have been completed;
 - 22.2 are in process with no known concerns;
 - 22.3 are in process with some delays; and
 - 22.4 are currently on hold.
- 24 It is recommended that the Strategy & Operations Committee note the following amendments to the 2018-2021 Policy Work Programme:
- 23.1 The Local Alcohol Policy was scheduled to begin in March 2020 and be completed in December 2021, however due to resource constraints this project was placed on hold. It is now underway with a new completion date of April 2023;
 - 23.2 The Subdivision Development Principles & Requirements Plan Change was scheduled to begin in January 2021 and be completed in November 2021, however this has now been combined with the Subdivision Development Principles & Requirements Review and has been removed from the programme. The Subdivision Development Principles & Requirements Review has a new completion date of February 2022 to reflect the incorporation of the project.
 - 23.3 The Climate Action Emergency Framework has a new completion date in 2022 with the month yet to be confirmed.
- 25 It is recommended that the Strategy & Operations Committee note the following updates to the 2018-2021 Policy Work Programme:
- 24.1 The Traffic Bylaw has an expected completion date of December 2021;
 - 24.2 The Keeping of Animals, Poultry, and Bees Bylaw Review has an expected completion date of September 2021;
 - 24.3 The Land Audit has an expected completion date of June 2022;
 - 24.4 The Destination Plan has an expected completion date of August 2021;
 - 24.5 The District Growth Strategy has an expected completion date of February 2022;
 - 24.6 The Backflow Policy (Drinking Water Supply) has an expected completion date of November 2021;
 - 24.7 The WREMO Welfare Plan has an expected completion date of August 2021;
 - 24.8 The Wider Role in Housing has an expected completion date of November 2021;
 - 24.9 The Coastal Management Strategy has an expected completion date of July 2022;
 - 24.10 The Re-imaging Libraries has an expected completion date of September 2021;
 - 24.11 The Local Alcohol Policy has an expected completion date of April 2023.

APPENDICES

1. Policy Work Programme - Visual [🔗](#)



9.3 LOCAL GOVERNMENT FUNDING AGENCY'S 2021/22 STATEMENT OF INTENT

Author: Ian Georgeson, Chief Financial Officer

Authoriser: Mark de Haast, Group Manager Corporate Services

PURPOSE OF REPORT

- 1 The purpose of this report is to provide the Strategy and Operations Committee with the Local Government Funding Agency (LGFA) 2021/22 Statement of Intent (SOI).

DELEGATION

- 2 The Council's Strategy and Operations Committee has authority to consider this report.

BACKGROUND

- 3 The LGFA was incorporated on 1 December 2011 with the primary objective of optimising the debt funding terms and conditions for participating local authorities. This includes providing savings in annual interest costs, making longer-term borrowings available and enhancing the certainty of access to debt markets.
- 4 The LGFA issues bonds to wholesale and retail investors and on-lends the funds raised to participating local authorities with borrowing needs. The quality of the LGFA's credit rating and the liquidity created by issuing homogenous local authority paper, ensures that participating councils can raise funds on better terms than if they were issuing in their own name.
- 5 On 30 November 2012, Kāpiti Coast District Council (the Council) became a principal shareholding local authority¹ in the LGFA. The LGFA meets the Local Government Act (LGA) 2002 definition of a Council Controlled Organisation (CCO) and as a shareholder in a CCO, the Council must regularly undertake performance monitoring of that organisation to evaluate its contribution to the achievement of the Council's desired outcomes.
- 6 As a CCO, the LGFA must deliver to its shareholders a draft SOI on or before 1 March each year. The LGFA board must consider any comments from its shareholders in relation to the draft SOI and deliver a final SOI on or before 30 June.
- 7 The draft SOI was considered by the Strategy and Operations Committee at its meeting of 6 May 2021. During that discussion it was noted that the draft SOI made no reference to sustainability and honouring the government's commitment to carbon neutrality, and the LGFA were asked to consider including this.

FINAL 2021/22 SOI

- 8 LGFA has now finalised their 2021/22 SOI.
- 9 Their primary objectives remain unchanged from the draft SOI – primarily to optimise debt funding terms and conditions, including the provision of savings in annual interest costs on a relative basis to other sources of financing.
- 10 LGFA have added an additional objective, improve sustainability outcomes within LGFA and assist the local government sector in achieving their sustainability and climate change objectives.
- 11 Also of note, LGFA have reduced their base margin by 5 bps to 15 bps (0.15%) for new borrowing. This will reduce Council borrowing costs slightly.

¹ principal shareholding local authorities are those which invest capital in the LGFA and are expected to receive a return on that capital.

- 12 LGFA have also reduced the previous upward bias in net lending margin in years two and three, reducing Net Operating Income by \$5.7m and \$8.0m respectively.
- 13 The LGFA's financial forecasts compared with those projected in its draft SOI and in last year's SOI are shown in the tables below:

Net profit before tax	2021/22 \$000	2022/23 \$000	2023/24 \$000
2020/21 SOI	12,700	21,000	-
2021/22 Draft SOI	11,100	16,300	19,900
2021/22 Final SOI	11,300	10,600	11,900

- 14 The LGFA final 2020/21 Statement of Intent is attached as Appendix 2 to this report.

CONSIDERATIONS

Policy considerations

- 15 In accordance with the LGA 2002, the Council has provided information on all of its CCOs in its 2021/41 Long Term Plan.

Legal considerations

- 16 There are no legal considerations arising from the matters in this report.

Financial considerations

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

Tāngata whenua considerations

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

Strategic considerations

- 19 The prudent use of the LGFA for all the Council's borrowing requirements contributes to the key outcome of improved financial position against financial constraints by allowing the Council to achieve lower interest rate costs.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 20 This matter has a low level of significance under the Council's Significant and Engagement Policy.

Consultation already undertaken

- 21 There is no need to consult on the matters discussed in this report.

Engagement planning

- 22 An engagement plan is not needed for this report to be considered.

Publicity

- 23 There are no publicity considerations.

RECOMMENDATIONS

- 24 That the Strategy and Operations Committee notes the contents of the LGFA final 2021/22 Statement of Intent attached as Appendix 2 to this report.

APPENDICES

1. LGFA letter to Stakeholders to accompany 2021-22 Statement of Intent [↓](#)
2. LGFA Statement of Intent 2021-22 [↓](#)



30 June 2021

Dear LGFA stakeholder

Statement of Intent 2021/22

Please find attached the Statement of Intent (SOI) for the 2021/22 year.

LGFA remains focused on delivering strong results for our council borrowers and shareholders.

For our borrowing councils we seek to optimize funding terms and conditions by

- Achieving savings in borrowing costs
- Provide longer dated funding and
- Provide certainty of access to markets.

For our shareholders we are focused on

- Delivering a strong financial performance
- Monitoring asset quality and
- Enhancing our approach to treasury and risk management.

The following points regarding the 2021/22 SOI are worth noting

- The SOI performance targets are the same as the previous year's targets except that we have reduced the target for market share to 80% from the prior year 85% target. The 80% target is the same target as the periods before last year.
- There remains some uncertainty within the SOI forecasts relating to the amount of both council loans and LGFA bonds outstanding as this depends upon the magnitude and timing of council borrowing. We have based our forecasts on the Draft Long Term Plans ("LTPs") of our seventy-two council members and the LTPs forecast a significant increase in borrowing in each of the next three years. The actual amount of borrowing will be influenced by the ability of councils to deliver on the capex projections in their LTPs as well as the amount of Central Government assistance in funded capex delivery.
- Given the timeline proposed by DIA for the Three Waters Reform transition, the impact on LGFA is likely to fall in the years beyond the end of the three-year SOI forecast period. However councils' actions in anticipation of the transition may have an impact on their borrowing decisions and that of LGFA during the SOI forecast period.

NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY LIMITED
AUCKLAND Level 5, Walker Wayland Centre, 53 Fort Street
WELLINGTON Level 8, City Chambers, 142 Featherston Street
PO Box 5704, Lambton Quay, Wellington 6145 | PH +64 4 974 6530 | www.lgfa.co.nz

The changes made to the Final SOI compared to the Draft SOI that you received in February 2021 for comment have been¹

- We have broadened the objectives to include a focus on sustainability across the organisation and to assist the sector with sustainability.
- We have reduced the base on-lending margin by 5 bps to 15 bps (0.15%) for new borrowing effective 1 July 2021.
- Net Operating Income (NOI) has increased by \$300,000 in the 2021/22 year but reduced by \$5.7 million and \$8.0 million in the subsequent outer years due to the reduction in base on-lending margin and a revision to our forecasting model to correct the previous upward bias in NOI in outer years.
- Expenses have increased by \$100,000 in each of the three years due to increased legal and NZX fees associated with higher issuance and lending volumes.

Please feel free to contact me if you have any questions or require further clarification on anything relating to the SOI or LGFA in general.

Yours sincerely



Mark Butcher
Chief Executive

¹ We can provide you with a tracked change version of the Draft and Final SOI documents if you wish.



Statement of Intent 2021/22

1. Introduction

This Statement of Intent (SOI) sets out the intentions and expectations of New Zealand Local Government Funding Agency Limited (LGFA).

The LGFA is enabled under the Local Government Borrowing Act 2011 and is a council-controlled organisation (CCO) for the purposes of the Local Government Act 2002.

The SOI is prepared in accordance with section 64(1) of the Local Government Act 2002.

2. Nature and scope of activities

LGFA will raise debt funding either domestically and/or offshore in either NZ dollars or foreign currency and provide debt funding to New Zealand local authorities and CCOs and may undertake any other activities considered by the Board of LGFA to be reasonably related or incidentally to, or in connection with, that business.

The LGFA will only lend to Councils and CCOs that enter into all the relevant arrangements with it (such Councils being "Participating Local Authorities" and such Councils and CCOs being "Participating Borrowers") and comply with the LGFA's lending policies.

In lending to Participating Borrowers, LGFA will:

- Operate in a manner to ensure LGFA is successful and sustainable in the long-term;
- Educate and inform Participating Local Authorities on matters within the scope of LGFA's operations;
- Provide excellent service to Participating Borrowers;
- Ensure excellent communication exists and be professional in its dealings with all its stakeholders; and
- Ensure its products and services are delivered in a cost-effective manner.

3. Objectives

Principal Objectives

In accordance with the Local Government Act 2002, in carrying on its business, the principal objectives of LGFA will be to:

- Achieve the shareholder-agreed objectives and performance targets specified in this Statement of Intent;
- Be a good employer;
- Demonstrate social, economic, environmental and cultural responsibility;
- Maintain strong and sound corporate governance;
- Set and model high standards of ethical behaviour; and
- Operate in accordance with sound business practice.

Primary Objectives

LGFA will optimise the debt funding terms and conditions for Participating Borrowers. Among other things, this includes:

- Providing interest cost savings relative to alternative sources of financing;
- Offering flexible short and long-term lending products that meet Participating Borrowers' borrowing requirements;
- Delivering operational best practice and efficiency for its lending services;
- Ensuring certainty of access to debt markets, subject always to operating in accordance with sound business practice.

LGFA will ensure its asset book remains at a high standard by ensuring it understands each Participating Borrower's financial position, as well as general issues confronting the Local Government sector. Amongst other things, LGFA will:

- Proactively monitor and review each Participating Borrower's financial position, including its financial headroom under LGFA policies;
- Analyse finances at the Council group level where appropriate and report to shareholders;
- Endeavour to meet each Participating Borrower annually, including meeting with elected officials as required, or if requested; and
- Take a proactive role to enhance the financial strength and depth of the local government debt market and work with key central government and local government stakeholders on sector and individual council issues.

Additional objectives

LGFA has the following eight measurable and achievable additional objectives which complement the primary objectives. Performance against these objectives is reported annually.

LGFA will:

1. Maintain LGFA's credit rating equal to the New Zealand Government sovereign rating where both entities are rated by the same Rating Agency.
2. Provide at least 80% of aggregate long-term debt funding to the Local Government sector¹.
3. Achieve the financial forecasts outlined in section 4 for net interest income and operating expenses, including provision for a shareholder dividend payment in accordance with the approved dividend policy.
4. Meet or exceed the Performance Targets outlined in section 5.
5. Comply with the Health and Safety at Work Act 2015.
6. Comply with the Shareholder Foundation Policies and the Board-approved Treasury Policy at all times.
7. Assist the local government sector with significant matters such as COVID -19 response and the proposed Three Waters Reform Programme.
8. Improve sustainability outcomes within LGFA and assist the local government sector in achieving their sustainability and climate change objectives.

¹ This includes Auckland Council borrowing both in its own name and through LGFA and recognising that the amount of borrowing by Auckland Council from LGFA is restricted by the Foundation Policy covenants.

4. Financial forecasts

LGFA's financial forecasts for the three years to 30 June 2024 are:

SOI 2022

Comprehensive income \$m	Jun-22	Jun-23	Jun-24
Net Interest income	18.1	17.0	18.2
Other operating income	1.0	1.5	1.5
Total operating income	19.1	18.5	19.7
Approved Issuer Levy	0.6	0.6	0.3
Issuance & onlending costs	2.7	2.7	2.7
Operating overhead	4.4	4.6	4.7
Issuance and operating expenses	7.8	7.9	7.7
P&L	11.3	10.6	11.9

Financial position \$m	Jun-22	Jun-23	Jun-24
Liquid assets portfolio	1,961	2,124	2,324
Loans to local government	13,294	14,515	15,623
Other assets	-	-	-
Total assets	15,255	16,639	17,947
Bonds on issue (ex Treasury stock)	13,975	15,190	16,362
Bills on issue	500	500	500
Borrower notes	256	302	340
Other liabilities	-	-	-
Total liabilities	14,731	15,992	17,202
Capital	25	25	25
Retained earnings	81	92	104
Shareholder equity	106	117	129

Ratios	Jun-22	Jun-23	Jun-24
Liquid assets/funding liabilities	13.8%	13.7%	13.9%
Liquid assets / total assets	12.9%	12.8%	12.9%
Net interest margin	0.14%	0.12%	0.12%
Cost to income ratio	40.7%	42.7%	39.4%
Return on average assets	0.07%	0.06%	0.07%
Shareholder equity/total assets	0.7%	0.7%	0.7%
Shareholder equity + BN/total assets	2.4%	2.5%	2.6%
Asset growth	10.2%	9.1%	7.9%
Loan growth	11.3%	9.2%	7.6%
Return on equity	12.0%	10.0%	10.2%
Capital ratio	11.9%	12.6%	13.1%

Note that there is some forecast uncertainty around the timing of Net Interest Income, Profit and Loss, Total Assets, LG Loans, Bonds and Borrower Notes depending upon council decisions regarding the amount and timing of refinancing of their April 2022, April 2023 and April 2024 loans. LGFA will work with council borrowers to reduce this uncertainty.

The above tables assume gross issuance of LGFA bonds per year of \$2.90 billion (2021/22), \$2.875 billion (2022/23) and \$2.850 billion (2023/24), however the issuance volume will be determined by LGFA at the relevant time by reference to factors including refinancing of existing borrowing by councils and (if applicable) council-controlled organisations, new borrowing by councils and (if applicable) council-controlled organisations and LGFA's own borrowing requirements for liquidity purposes.

No decision has been made as to final issuance volume at this point and will depend upon market conditions.

There has been no allowance made in the forecasts for the impact on councils from the proposed Three Waters Reform Programme.

5. Performance targets

LGFA has the following performance targets:

- LGFA's total operating income for the period to:
 - 30 June 2022 will be greater than \$19.1 million.
 - 30 June 2023 will be greater than \$18.5 million.
 - 30 June 2024 will be greater than \$19.7 million.
- LGFA's annual issuance and operating expenses (excluding AIL) for the period to:
 - 30 June 2022 will be less than \$7.2 million.
 - 30 June 2023 will be less than \$7.3 million.
 - 30 June 2024 will be less than \$7.4 million.
- Total lending to Participating Borrowers² at:
 - 30 June 2022 will be at least \$13,294 million.
 - 30 June 2023 will be at least \$14,515 million.
 - 30 June 2023 will be at least \$15,623 million.
- Conduct an annual survey of Participating Borrowers who borrow from LGFA and achieve at least an 85% satisfaction score as to the value added by LGFA to the borrowing activities
- Meet all lending requests from Participating Borrowers, where those requests meet LGFA operational

² Subject to the forecasting uncertainty noted previously

and covenant requirements.

- Achieve 80% market share of all council borrowing in New Zealand
- Review each Participating Borrower's financial position, its headroom under LGFA policies and arrange to meet each Participating Borrower at least annually.
- No breaches of Treasury Policy, any regulatory or legislative requirements including the Health and Safety at Work Act 2015.
- Successfully refinance existing loans to councils and LGFA bond maturities as they fall due.
- Maintain a credit rating equal to the New Zealand Government Sovereign rating where both entities are rated by the same credit rating agency.

6. Dividend policy

LGFA will seek to maximise benefits to Participating Local Authorities as Borrowers rather than Shareholders. Consequently, it is intended to pay a limited dividend to Shareholders.

The Board's policy is to pay a dividend that provides an annual rate of return to Shareholders equal to LGFA fixed rate bond cost of funds plus 2.00% over the medium term.

At all times payment of any dividend will be discretionary and subject to the Board's legal obligations and views on appropriate capital structure.

7. Governance

Board

The Board is responsible for the strategic direction and control of LGFA's activities. The Board guides and monitors the business and affairs of LGFA, in accordance with the Companies Act 1993, the Local Government Act 2002, the Local Government Borrowing Act 2011, the Company's Constitution, the Shareholders' Agreement for LGFA and this SOI.

The Board comprises six directors with five being independent directors and one being a non-independent director.

The Board's approach to governance is to adopt best practice³ with respect to:

- The operation of the Board.
- The performance of the Board.
- Managing the relationship with the Company's Chief Executive.
- Being accountable to all Shareholders.

All directors are required to comply with a formal Charter.

³ Best practice as per NZX and Institute of Directors guidelines

The Board will meet on a regular basis and no fewer than 6 times each year.

Shareholders' Council

The Shareholders' Council is made up of between five and ten appointees of the Shareholders (including an appointee from the Crown). The role of the Shareholders' Council is to:

- Review the performance of LGFA and the Board, and report to Shareholders on that performance on a periodic basis.
- Make recommendations to Shareholders as to the appointment, removal, replacement and remuneration of directors.
- Make recommendations to Shareholders as to any changes to policies, or the SOI, requiring their approval.
- Ensure all Shareholders are fully informed on LGFA matters and to coordinate Shareholders on governance decisions.

8. Information to be provided to Shareholders

The Board aims to ensure that Shareholders are informed of all major developments affecting LGFA's state of affairs, while at the same time recognising both LGFA's obligations under NZX Listing Rules and that commercial sensitivity may preclude certain information from being made public.

Annual Report

The LGFA's balance date is 30 June.

By 30 September each year, the Company will produce an Annual Report complying with Sections 67, 68 and 69 of the Local Government Act 2002, the Companies Act 1993 and Financial Reporting Act 2013. The Annual Report will contain the information necessary to enable an informed assessment of the operations of the company, and will include the following information:

- Directors' Report.
- Financial Statements incorporating a Statement of Financial Performance, Statement of Movements in Equity, Statement of Financial Position, Statement of Cashflows, Statement of Accounting Policies and Notes to the Accounts.
- Comparison of the LGFA's performance regarding the objectives and performance targets set out in the SOI, with an explanation of any material variances.
- Auditor's Report on the financial statements and the performance targets.
- Any other information that the directors consider appropriate.

Half Yearly Report

By 28 February each year, the Company will produce a Half Yearly Report complying with Section 66 of

the Local Government Act 2002. The Half Yearly Report will include the following information:

- Directors' commentary on operations for the relevant six-month period.
- Comparison of LGFA's performance regarding the objectives and performance targets set out in the SOI, with an explanation of any material variances.
- Un-audited half-yearly Financial Statements incorporating a Statement of Financial Performance, Statement of Movements in Equity, Statement of Financial Position and Statement of Cashflows.

Quarterly Report

By 31 January, 30 April, 31 July, and 31 October each year, the Company will produce a Quarterly Report. The Quarterly Report will include the following information:

- Commentary on operations for the relevant quarter, including a summary of borrowing margins charged to Participating Borrower's (in credit rating bands).
- Comparison of LGFA's performance regarding the objectives and performance targets set out in the SOI, with an explanation of any material variances.
- Analysis of the weighted average maturity of LGFA bonds outstanding.
- In the December Quarterly Report only, commentary on the Net Debt/Total Revenue percentage for each Participating Local Authority that has borrowed from LGFA (as at the end of the preceding financial year).
- To the extent known by LGFA, details of all events of review in respect of any Participating Borrower that occurred during the relevant quarter (including steps taken, or proposed to be taken, by LGFA in relation thereto).
- Details of any lending to CCOs during the quarter and the amount of CCO loans outstanding.
- Commentary on sustainability initiatives.

Statement of Intent

By 1 March in each year the Company will deliver to the Shareholders its draft SOI for the following year in the form required by Clause 9(1) of Schedule 8 and Section 64(1) of the Local Government Act 2002.

Having considered any comments from the Shareholders received by 30 April, the Board will deliver the completed SOI to the Shareholders on or before 30 June each year.

Shareholder Meetings

The Board will hold an Annual General Meeting between 30 September and 30 November each year to present the Annual Report to all Shareholders.

The Company will hold a meeting with the Shareholders' Council approximately every six months – prior to the Annual General Meeting and after the Half Yearly Report has been submitted. Other meetings may be held by agreement between the Board and the Shareholders' Council.

9. Acquisition/divestment policy

LGFA will invest in securities in the ordinary course of business. It is expected that these securities will be debt securities. These investments will be governed by LGFA's lending and/or investment policies as approved by the Board and/or Shareholders.

Any subscription, purchase or acquisition by LGFA of shares in a company or organisation will, if not within those investment policies, require Shareholder approval other than as concerns the formation of wholly-owned subsidiaries and the subscription of shares in such wholly-owned subsidiaries.

10. Activities for which compensation is sought from Shareholders

At the request of Shareholders, LGFA may (at its discretion) undertake activities that are not consistent with its normal commercial objectives. Specific financial arrangements will be entered into to meet the full cost of providing such activities.

Currently there are no activities for which compensation will be sought from Shareholders.

11. Commercial value of Shareholder's investment

LGFA will seek to maximise benefits to Participating Local Authorities as Borrowers rather than Shareholders.

Subject to the Board's views on the appropriate capital structure for LGFA, the Board's intention will be to pay a dividend that provides an annual rate of return to Principal Shareholders equal to LGFA fixed rate bond cost of funds plus 2.00% over the medium term.

As the Shareholders will have invested in the LGFA on the basis of this limited dividend, the Board considers that at establishment the commercial value of LGFA is equal to the face value of the Shareholders' paid up Principal Shares - \$25 million.

In the absence of any subsequent share transfers to the observed share transfers on 30 November 2012, the Board considers the current commercial value of LGFA is at least equal to the face value of the Shareholders' paid up Principal Shares of \$25 million. This equates to a value per share of \$1.00.

12. Accounting policies

LGFA has adopted accounting policies that are in accordance with the New Zealand International Financial Reporting Standards and generally accepted accounting practice. A Statement of accounting policies is attached to this SOI.

The following statement is taken from the Financial Statements presented as part of LGFA's Annual Report 2020 (updated where necessary), accordingly, the statement does not contemplate LGFA lending to CCOs.

ATTACHMENT: Statement of accounting policies**a. Reporting entity**

The New Zealand Local Government Funding Agency Limited (LGFA) is a company registered under the Companies Act 1993 and is subject to the requirements of the Local Government Act 2002.

LGFA is controlled by participating local authorities and is a council-controlled organisation as defined under section 6 of the Local Government Act 2002. LGFA is a limited liability company incorporated and domiciled in New Zealand.

The primary objective of LGFA is to optimise the debt funding terms and conditions for participating local authorities.

The registered address of LGFA is Level 8, City Chambers, 142 Featherston Street, Wellington Central, Wellington 6011.

The financial statements are as at and for the year ended 30 June 2020.

These financial statements were authorised for issue by the Directors on 28 August 2020.

b. Statement of compliance

LGFA is an FMC reporting entity under the Financial Markets Conduct Act 2013 (FMCA). These financial statements have been prepared in accordance with that Act and the Financial Reporting Act 2013.

LGFA's bonds are quoted on the NZX Debt Market.

LGFA is a profit orientated entity as defined under the New Zealand Equivalents to International Financial Reporting Standards (NZ IFRS).

The financial statements have been prepared in accordance with New Zealand Generally Accepted Accounting Practice (NZ GAAP) and they comply with NZ IFRS and other applicable Financial Reporting Standard, as appropriate for Tier 1 for-profit entities. The financial statements also comply with International Financial Reporting Standards (IFRS).

c. Basis of preparation**Measurement base**

The financial statements have been prepared on a historical cost basis modified by the revaluation of certain assets and liabilities.

The financial statements are prepared on an accrual basis.

Functional and presentation currency

The financial statements are presented in New Zealand dollars rounded to the nearest thousand, unless separately identified. The functional currency of LGFA is New Zealand dollars.

Foreign currency conversions

Transactions denominated in foreign currency are translated into New Zealand dollars using exchange rates applied on the trade date of the transaction.

Changes in accounting policies**NZ IFRS 16 Leases.**

NZ IFRS 16 became effective from 1 July 2019 and did not have a material impact on the financial statements.

On adoption of NZ IFRS 16, LGFA recognised right-of-use assets and lease liabilities in relation to its property leases which had previously been classified as operating leases under NZ IAS 17 Leases.

In adopting NZ IFRS 16, LGFA elected to use the simplified retrospective approach which does not require restatement of comparative information. The lease liability is recognised at the present value of the remaining lease payments, discounted using LGFA's incremental borrowing rate, with the corresponding right-of-use asset recognised as an equal amount.

The following items in the balance sheet were impacted by the change of accounting on 1 July 2019: Other assets and Other liabilities both increased by \$0.157 million.

Lease payments previously included in other operating expense are now classified to financing and depreciation costs under NZ IFRS 16.

There have been no other changes to accounting policies.

Early adoption standards and interpretations

LGFA has not early adopted any standards.

New standards adopted

NZ IFRS 16 Leases became effective from 1 July 2019.

Standards not yet adopted

LGFA does not consider any standards or interpretations in issue but not yet effective to have a significant impact on its financial statements.

d. Financial instruments

Financial assets

Financial assets, other than derivatives, are recognised initially at fair value plus transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Cash and cash equivalents include cash on hand; cash in transit and bank accounts and deposits with an original maturity of no more than three months.

Purchases and sales of all financial assets are accounted for at trade date.

At each balance date, an expected credit loss assessment is performed for all financial assets and is calculated as either:

- Credit losses that may arise from default events that are possible within the next 12 months, where no significant increase in credit risk has arisen since acquisition of the asset, or
- Credit losses that may arise from default events that are possible over the expected life of the financial asset, where a significant increase in credit risk has arisen since acquisition of the asset.

Impairment losses on financial assets will ordinarily be recognised on initial recognition as a 12-month expected loss allowance and move to a lifetime expected loss allowance if there is a significant deterioration in credit risk since acquisition.

Financial liabilities

Financial liabilities, other than derivatives, are recognised initially at fair value less transaction costs and subsequently measured at amortised cost using the effective interest rate method.

Derivatives

Derivative financial instruments are recognised both initially and subsequently at fair value. They are reported as either assets or liabilities depending on whether the derivative is in a net gain or net loss position respectively.

Fair value hedge

Where a derivative qualifies as a hedge of the exposure to changes in fair value of an asset or liability (fair value hedge) any gain or loss on the derivative is recognised in profit and loss together with any changes in the fair value of the hedged asset or liability.

The carrying amount of the hedged item is adjusted by the fair value gain or loss on the hedged item in respect of the risk being hedged. Effective parts of the hedge are recognised in the same area of profit and loss as the hedged item.

e. Other assets**Property, plant and equipment (PPE)**

Items of property, plant and equipment are initially recorded at cost.

Depreciation is charged on a straight-line basis at rates calculated to allocate the cost or valuation of an item of property, plant and equipment, less any estimated residual value, over its remaining useful life.

Intangible Assets

Intangible assets comprise software and project costs incurred for the implementation of the treasury management system. Capitalised computer software costs are amortised on a straight-line basis over the estimated useful life of the software (three to seven years). Costs associated with maintaining computer software are recognised as expenses.

f. Other liabilities**Employee entitlements**

Employee entitlements to salaries and wages, annual leave and other similar benefits are recognised in the profit and loss when they accrue to employees.

g. Revenue and expenses**Revenue****Interest income**

Interest income is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this rate to the principal outstanding to determine interest income each period.

Expenses

Expenses are recognised in the period to which they relate.

Interest expense

Interest expense is accrued using the effective interest rate method.

The effective interest rate exactly discounts estimated future cash payments through the expected life of the financial liability to that liability's net carrying amount. The method applies this rate to the principal outstanding to determine interest expense each period.

Income tax

LGFA is exempt from income tax under Section 14 of the Local Government Borrowing Act 2011.

Goods and services tax

All items in the financial statements are presented exclusive of goods and service tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, then it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

h. Segment reporting

LGFA operates in one segment being funding of participating local authorities in New Zealand.

i. Judgements and estimations

The preparation of these financial statements requires judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, and income and expenses. For example, the present value of large cash flows that are predicted to occur a long time into the future depends critically on judgements regarding future cash flows, including inflation assumptions and the risk-free discount rate used to calculate present values. Refer note 2a for fair value determination for financial instruments.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods. Where these judgements significantly affect the amounts recognised in the financial statements they are described below and in the following notes.

9.4 NATIONAL POLICY STATEMENT ON URBAN DEVELOPMENT - QUARTER 4 MONITORING REPORT

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 fourth quarter National Policy Statement on Urban Development (NPS UD) Monitoring Report, that covers the period from 1 March 2021 to 31 May 2021.
- 2 The 2020/21 fourth 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 fourth quarter Monitoring Report provides an update and analysis of changes across the housing and development market for the period from 1 March 2021 to 31 May 2021. 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 have increased in the last quarter.
 - 187 building consents were issued in the fourth quarter for a total value of \$46,435,987 (the third quarter issued 116 building consents with a total value of \$35,907,648).
 - 67 resource consents were granted across all consent types, with potential net additional dwellings totalling 135 (the second quarter granted 66 resource consents with potential net additional dwellings totalling 53).
 - When compared to the fourth quarter in 2019/20, both building and resource consent activity has increased (up from 107 and 51 respectively), with potential net dwellings from resource consents also increasing (up from 82).
- 9 House sales figures were 349 for the three months to 31/12/2020, with the median house sale price continuing to increase to \$820,000 for the three months to 31/03/2021.

CONSIDERATIONS**Policy considerations**

- 10 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 District Growth Strategy which is due to be completed in February 2022, and the Housing Assessment of development capacity, which is currently underway, and is also a requirement of the NPS UD.

Legal considerations

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

Financial considerations

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

Tāngata whenua considerations

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

Strategic considerations

- 14 *Toitū Kāpiti* reflects aspirations for a vibrant and thriving Kāpiti, with strong and safe communities that are connected to our natural environment. Our recently approved Long Term Plan for 2021-41 re-confirms our commitment to our community outcome for helping to ensure our people have access to suitable housing in Kāpiti so that they can live and thrive. 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**

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

Publicity

- 16 The 2020/21 fourth 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

- 17 That the Committee receives this report; and
- 18 That the Committee notes the contents of the NPS UD 2020/21 fourth quarter Monitoring Report for the period 1 March 2021 to 31 May 2021, as attached as Appendix 1 to this report.

APPENDICES

1. Quarterly Monitoring Report - June 2021 [↓](#)

National Policy Statement on Urban Development

Kāpiti Coast District Council Quarter 4 Monitoring Report

June 2021

Contents

Executive summary	3
Introduction	4
Housing Register Quarterly Update – March 2021	4
GROWTH TRENDS	4
Building consents	4
Resource consents.....	5
Appendix One: Building and resource consents	6

Executive summary

This fourth quarter NPS-UD monitoring report provides an update and analysis of changes across the development market for the 1 March 2021 – 31 May 2021 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 (HUD) Urban Development Dashboard where available.

Both resource and building consent activity has increased over the last quarter. Potential net additions to new stock from new builds and subdivisions is also up, with a potential of 135 new additions to new stock this quarter, compared to last quarter's 53.

The Ministry of Social Development's Housing Register, updated in March 2021, continues to show a nation-wide trending increase in registrations both quarterly and yearly, with Kāpiti increasing from last quarter from 173 to 180.

A snapshot of indicator activity for the 1 March 2021 – 31 May 2021 is summarised below:

Indicator	Movement from Last quarter	Context
Building consent applications issued	Increase (by 71 as per Appendix 1)	187 consents issued with a total value of \$46,435,987
Resource consent applications granted	Increase (by 1 as per Appendix 1)	67 consents granted <ul style="list-style-type: none"> - 61 residential - 6 non-residential - Indicating a potential net addition of 135 dwellings from new builds and subdivisions
House values	Increasing	The median value of house sales has historically increased, rising from \$768,000 in 31/12/2020 to \$820,000 for the latest period to 31/03/2021.

A number of indicators continue to be less frequently updated on HUD's dashboard. The latest available information for these indicators is provided below. Where these change, they will be included in the next quarterly report.

<i>Dwelling stock (number of dwellings)</i>	<i>Increasing</i>	<i>Baseline stock numbers have not been revised since 30/09/2019 where they sat at 22,767.</i>
<i>Dwellings sale volume as percentage of stock</i>	<i>Decreasing</i>	<i>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.</i>
<i>House sales</i>	<i>Increasing</i>	<i>The sales figures for 31/12/2019 were 309, with an increase for 31/12/2020 to 349.</i>
<i>Nominal mean rent</i>	<i>Increasing</i>	<i>Mean rent has continued to increase, strengthening from \$438 for 30/06/2019 to \$460 in 30/06/2020. This increased to \$475 per week for 31/12/2020.</i>
<i>HAM Buy: share of first home buyer households with below-average income after housing costs</i>	<i>Decreasing (improving)</i>	<i>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.</i>
<i>HAM Rent: share of renting households with below-average income after housing costs</i>	<i>Decreasing (Improving)</i>	<i>Latest data sees affordability of renting improve, falling from 0.41 at 31/12/2018 to 0.40 at 31/12/2018.</i>
<i>Land value as percentage of capital value</i>	<i>Maintaining</i>	<i>Maintaining 47% (as of 30/09/2017)</i>
<i>Average land value of a dwelling</i>	<i>Increasing</i>	<i>\$265,405 (as of 30/09/2017) increasing since 2014</i>

National Policy Statement on Urban Development

Kāpiti Coast District Council - Quarter 4 Monitoring Report June 2021

Introduction

This is the fourth 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 March 2021 – 31 May 2021 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, however these have not recently been updated so this report focuses primarily on development control activity.

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

Housing Register Quarterly Update – March 2021

The Ministry of Social Development National Housing Register was last updated in March 2021. The update at this time shows that over the December to March 2021 period, applications for social housing in Kāpiti have increased, from 173 to 180 registrations. Nationally registrations have increased from 22,521 to 23,688 over this period. Compared to the March 2020 quarter, registrations in Kāpiti have increased from 119 to 180. This follows the national trend where overall registrations have increased from 16,309 to 23,688 for this period comparison.

Housing Register data is available at: <https://www.msd.govt.nz/about-msd-and-our-work/publications-resources/statistics/housing/index.html>

1 GROWTH TRENDS

Building and resource consent numbers and the number of potential net additional dwellings have all increased from the previous quarter and the same period last year.

Building consents²

Data on building consents helps identify development activity across the district. Between 1 March 2021 – 31 May 2021, 187 consents were issued. Of these, 75 related to new builds³ (up from 53 from the last quarter), 85 related to dwellings - additions and alterations (up from 54 from the last quarter), and 1 related to a re-sited house.

Compared to last quarter building consent numbers have increased (up from 116), with the total value of work reflecting this at \$46,435,987 up from last quarters \$35,907,648.

² 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.

³ From statistics category for New (& prebuilt) House, Unit, Bach, Crib

Compared to the same period last year, building consents are up (107 to 187), with an increase in the total value of work from \$37,034,140 to \$46,435,987. 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 (an increase this quarter of \$5,300,277), an increase in work for dwellings – alterations and additions (an increase of \$2,708,347), an increase in new childcare facilities (of \$780,000) and an increase in factories – alterations and additions (of \$750,000).

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

Resource consents⁴

Between 1 March 2021 – 31 May 2021, Council granted 67 resource consents. This included 31 land use consents, 19 subdivision consents, and 17 resource consents for deemed permitted activities that involved a boundary activity⁵. Overall, 61 of the consents granted related to residential activities and information from the consents suggests that these applications have the potential to yield 135 net additional dwellings. This is up from the 53 potential net additional dwellings reported last quarter.

During this period, rural residential activities accounted for 8 of the 57 residential activities (accounting for 38 of the potential net additional dwellings), with the majority of the residential consents (23) again coming from the wider Waikanae area (accounting for 60 of the potential net additional dwellings). Paraparaumu also again features strongly with 13 residential consents (accounting for 55 potential net additional dwellings), and Raumati (Beach and South) also featuring strongly at 11 residential consents (however this only accounts for 7 potential net additional dwellings).

There were also 6 non-residential resource consents granted during this period. These included an extension to a commercial building, new teaching buildings in a school, and a new telecommunications roadside box.

Resource consent activity for this quarter is higher than the same period last year where 51 resource consents were granted, with the number of potential net additional dwellings also up (from 82).

This quarter also identified two applications where a house is to be re-built and one where cross leases were to be updated, along with two applications where a sleepout was converted to a minor/second dwelling. 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.

⁴ Quarterly resource consent activity excludes applications that varies or changes consent conditions or outline plans, which are included in wider Resource Management Act monitoring.

⁵ Resource Management Act 1991, Sections 87BA, 87BB.

Appendix One: Building and resource consents

Table 1: Building consents issued by type, Kāpiti Coast District, first through fourth quarter comparison

Application type	1 June 2020 – 31 August 2020		1 September 2020 - 30 November 2020		1 December 2020 – 28 February 2021		1 March 2021 - 31 May 2021	
	Number	Value \$	Number	Value \$	Number	Value \$	Number	Value \$
New (& prebuilt) House, Unit, Bach, Crib	48	28,352,304	60	27,884,746	53	27,152,648	75	32,452,925
New Flats	0	0	1	205,000	1	80,000	0	0
New Childcare facilities	0	0	0	0	0	0	1	780,000
New shops	0	0	0	0	0	0	1	20,000
New Coolstores (excl farms)	0	0	0	0	0	0	1	500,000
New Industrial Bldgs, eg foundry	0	0	1	70,000	0	0	0	0
New Farm Buildings - Other	2	175000	2	166,000	0	0	0	0
New Other Buildings	1	149000	2	533,500	1	65000	0	0
New Office/Warehouse Buildings	1	650000	0	0	0	0	0	0
Factories - new foundations only	0	0	0	0	0	0	1	200,000
Education Bldgs - new foundations only	0	0	1	400,000	1	700000	0	0
Farm Buildings - New Foundations Only	0	0	1	11,500	1	62000	3	302,000
Other Buildings - new foundations only	1	80000	1	500	0	0	1	490,000
Dwellings - Alterations & additions	68	3863464	95	6,918,990	54	5953000	85	8,661,347
Dwelling with flats - New Foundations on	1	125000	0	0	0	0	0	0
Other outbuildings eg shed, workshop, sl	0	0	0	0	0	0	3	118,715
Dwelling with flats - Alterations & additions	1	200000	1	3,000	0	0	1	140,000
Resited Houses	1	150000	1	25,000	1	200000	1	120,000
Shops, restaurants - Alterations & addit	0	0	0	0	0	0	3	245,000
Alterations & additions - office/admin	0	0	0	0	0	0	1	10,000
Factories - alterations & additions	0	0	0	0	0	0	1	750,000
Multi-purpose bldg alterations & additio	0	0	0	0	0	0	1	40,000
Education Bldgs – alterations & additions	0	0	0	0	1	300,000	2	390,000
Social Bldgs - Alterations & additions	0	0	1	320,000	0	0	0	0
Farm Buildings - alterations & additions	1	80,000	0	0	0	0	0	0
Other Buildings - alterations & addition	1	10,000	6	1,669,185	3	1,395,000	6	1,216,000
Total	126	33,834,768	173	38,207,421	116	35,907,648	187	46,435,987

Note: applications for garages, domestic fireplaces, domestic only – garages, domestic only – carports, 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 through fourth quarter comparison.

Location	1 June 2020 – 31 August 2020	1 September 2020 – 30 November 2020	1 December 2020 – 28 February 2021	1 March 2021 - 31 May 2021
	Number	Number	Number	Number
Maungakotukutuku	2	2	3	0
Ōtaki	5	8	5	4
Ōtaki Forks	4	6	3	2
Paekākāriki	3	1	3	0
Paraparaumu (Central, North Beach, and South Beach & Otaihanga)	8	12	9	13
Peka Peka (Te Horo and Kaitawa)	4	2	1	8
Raumati Beach and Raumati South	14	14	12	11
Waikanae	27	22	20	23
Residential (total)	67	67	56	61
Maungakotukutuku	0	0	0	0
Ōtaki	1	2	4	3
Ōtaki Forks	0	0	0	0
Paekākāriki	0	0	1	0
Paraparaumu (Central, North Beach, and South Beach)	0	3	3	2
Peka Peka (Te Horo and Kaitawa)	0	1	2	1
Raumati Beach and Raumati South	0	1	0	0
Waikanae	0	0	0	0
Non-residential (total)	1	7	10	6
Total granted	68	74	66	67

Source: Kāpiti Coast District Council resource consent data.

Table 3: Resource consents granted by type, Kāpiti Coast District, first through fourth quarter comparison.

Resource Consent Type	1 June 2020 – 31 August 2020	1 September 2020 – 30 November 2020	1 December 2020 – 28 February 2021	1 March 2021 - 31 May 2021
	Number	Number	Number	Number
Deemed Permitted Boundary Activity	8	14	10	17
Land Use - Controlled	1	1	1	0
Land Use - Discretionary	17	14	17	16
Land Use - Non- complying	8	4	7	8
Land Use - Restricted Discretionary	16	11	10	7
Right of Way Approval	0	1	1	0
Subdivision - Controlled	0	4	1	2
Subdivision - Discretionary	7	6	7	6
Subdivision - Non- complying	6	11	8	6
Subdivision - Restricted Discretionary	5	8	4	5
Total	68	74	66	67

Source: Kāpiti Coast District Council resource consent data.

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

Location	1 June 2020 – 31 August 2020	1 September 2020 – 31 November 2020	1 December 2020 – 28 February 2021	1 March 2021 - 31 May 2021
	Number	Number	Number	Number
Maungakotukutuku	1	2	4	0
Ōtaki	2	56	10	1
Ōtaki Forks	7	4	2	2
Paekākāriki	1	0	0	0
Paraparaumu (Central, North Beach, and South Beach & Otaihanga)	3	7	13	55
Peka Peka (Te Horo and Kaitawa)	2	0	1	10
Raumati Beach and Raumati South	3	5	3	7
Waikanae	53	14	20	60
Total	72	88	53	135

Source: Kāpiti Coast District Council resource consent data.

10 CONFIRMATION OF MINUTES**10.1 CONFIRMATION OF MINUTES**

Author: Tanicka Mason, Democracy Services Advisor

Authoriser: Janice McDougall, Group Manager People and Partnerships

CONFIRMATION OF MINUTES**RECOMMENDATIONS**

- 1 That the minutes of the Strategy and Operations committee meeting of 17 June 2021 be accepted as a true and correct record.

APPENDICES

1. Strategy and Operations Committee meeting minutes - 17 June 2021 [↓](#)

STRATEGY AND OPERATIONS COMMITTEE MEETING MINUTES

17 JUNE 2021

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
STRATEGY AND OPERATIONS COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 17 JUNE 2021 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 Members Richard Mansell, Guy Burns, Marilyn Stevens.

Wayne Maxwell, Sean Mallon, Mark de Haast, Janice McDougall, James Jefferson, Sacha Haskell, Angela Bell, Jennifer Allan, Tanicka Mason

APOLOGIES: There were none.

LEAVE OF ABSENCE: There were none.

1 WELCOME

2 COUNCIL BLESSING

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

3 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION SAOCC2021/27

Moved: Cr Gwynn Compton

Seconder: Cr Robert McCann

That the apology received from Cr Elliott be accepted.

CARRIED

It was noted that His Worship the Mayor, Cr Randall and Cr Handford would be leaving the meeting early.

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Community Board Member Richard Mansell declared a perceived interest in item 8.1 of the agenda.

Cr McCann declared an interest in item 12.1 of the agenda.

Cr Prvanov arrived at 9.36am.

Page 1

STRATEGY AND OPERATIONS COMMITTEE MEETING MINUTES

17 JUNE 2021

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Marco Zeeman spoke regarding agenda item 8.1. He referred members to papers that he had sent via email. Mr Zeeman answered members questions.

Richard Mansell spoke regarding agenda item 8.1. He detailed his involvement in the project and answered members questions.

6 MEMBERS' BUSINESS**(a) Public Speaking Time Responses**

There were none.

(b) Leave of Absence

There were none.

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

There were none.

7 UPDATES**7.1 TAKUTAI KAPITI: UPDATE ON COMMUNITY ASSESSMENT PANEL (CAP) MEMBERS**

Sean Mallon, Group Manager Infrastructure Services spoke to a presentation and answered members questions.

Cr Angela Buswell left the meeting at 9:59 am.

8 REPORTS**8.1 WHAREMAUKU PARK**

Angela Bell, Strategy Manager briefly introduced the paper taking it as read. Ms Bell answered members questions.

Cr Angela Buswell returned to the meeting at 10:04 am.

COMMITTEE RESOLUTION SAOCC2021/28

Moved: Mayor K Gurnathan

Seconder: Deputy Mayor Janet Holborow

Wharemauku Park appears to be a very preliminary concept that is made up of a number of individual projects. There is significant uncertainty around the park concept.

That the Strategy and Operations Committee:

notes that the enhancement of the Paraparaumu town centre and Wharemauku stream is a complicated and interlinked development involving both Council and private/commercial investment over time

STRATEGY AND OPERATIONS COMMITTEE MEETING MINUTES**17 JUNE 2021**

agrees to support the broad vision of a central park for Paraparaumu town centre only

agrees to focus support on enhancing the mana of the Wharemauku stream

notes that Council can consider providing more specific support for individual components of the park in future, when more information is available

notes that, should Council wish to provide a stronger level of support for the Wharemauku Park concept in future, further investigation would be required.

notes the staff report comments in Paragraph 13 that the Wharemauku Park concept is a catalyst for conversations about the future of Paraparaumu Town Centre. To continue the conversation Council welcomes a detailed response, working collaboratively with Council staff, from the initiators of the Wharemauku Park concept to the issues raised in the staff report.

CARRIED

The meeting adjourned at 10.40am.

The meeting resumed at 10.53am

8.2 DRAFT KEEPING OF ANIMALS, BEES AND POULTRY BYLAW 2021 - APPROVAL FOR PUBLIC CONSULTATION

Aston Mitchell, Policy Advisor and Hamish McGillivray, Manager Research and Policy spoke to the paper.

Ms Mitchell gave a brief overview of the Bylaw process to this point.

Mr McGillivray noted a subsequent update to page 47 of the bylaw. This talks to the provision addressing feral animals where the reference to public place has been removed.

The paper was taken as read with Ms Mitchell and Mr McGillivray answering members questions.

COMMITTEE RESOLUTION SAOCC2021/29

Moved: Cr Gwynn Compton

Seconder: Cr Robert McCann

That the Committee receives and notes this report, including Appendices 1 and 2 to this report.

That the Committee approves the Statement of Proposal and the Draft Kāpiti Coast District Council Keeping of Animals, Bees, and Poultry Bylaw 2021 for public consultation in accordance with the Special Consultative Procedure as set out by the Local Government Act 2020.

That the Committee delegates authority to the Chair of the Strategy and Operations Committee and the Chief Executive to approve minor and technical changes required (if any) to the consultation documents before they are publicly released on 28 June 2021.

CARRIED

STRATEGY AND OPERATIONS COMMITTEE MEETING MINUTES

17 JUNE 2021

9 CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION SAOCC2021/30

Moved: Cr Sophie Handford

Seconder: Cr Robert McCann

The minutes of the Strategy and Operations committee meeting of 20 May 2021 be accepted as a true and correct record.

CARRIED

10 PUBLIC SPEAKING TIME

- For items not on the agenda
There were none.

11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

12 PUBLIC EXCLUDED REPORTS

RESOLUTION TO EXCLUDE THE PUBLIC**PUBLIC EXCLUDED RESOLUTION SAOCC2021/31**

Moved: Cr Angela Buswell

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:

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 - Major Events Fund 2020/21 Closeout and 2021/22 Recommendations	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

Page 4

STRATEGY AND OPERATIONS COMMITTEE MEETING MINUTES**17 JUNE 2021****CARRIED****COMMITTEE RESOLUTION SAOCC2021/32**

Moved: Cr Gwynn Compton

Seconder: Cr Robert McCann

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

CARRIED

The Strategy and Operations Committee meeting went into public excluded session at 11.14am.

The Strategy and Operations Committee came out of public excluded session at 12.08pm.

The Strategy and Operations Committee meeting closed at 12.08pm.

CHAIRPERSON

11 PUBLIC SPEAKING TIME

- For items not on the agenda