

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 25 JUNE 2020 AT 9.30AM**

**PRESENT:** Mayor K Gurunathan, 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

**IN ATTENDANCE:** Wayne Maxwell (Mr), Sean Mallon (Mr), Janice McDougall (Mrs), Mark de Haast (Mr), Kathy Spiers (Ms), Holly Ewens (Ms), James Westbury (Mr), Chris Papps (Ms) Chris Pearce (Mr) Pei Shan Gan (Ms), Darryn Grant (Mr), Leanna Hill (Ms), Leyanne Belcher (Ms), Tanicka Mason (Ms)

**APOLOGIES:** Deputy Mayor Janet Holborow

**LEAVE OF ABSENCE:** Nil

**1 WELCOME**

The meeting commenced at 9.40am. Mayor Gurunathan welcomed everyone to the meeting.

**2 COUNCIL BLESSING**

Cr Elliott performed a waiata.

**3 APOLOGIES**

**APOLOGY**

**RESOLUTION 2020/33**

Moved: Cr Gwynn Compton  
Seconded: Mayor K Gurunathan

That the apology received from Cr Holborow be accepted.

**CARRIED**

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

There were no declarations of interest.

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

There were none.

**6 MEMBERS' BUSINESS**

- (a) There were no Public Speaking Time Responses.
- (b) Leave of Absence

**LEAVE OF ABSENCE****RESOLUTION 2020/34**

Moved: Cr Sophie Handford

Seconded: Cr Angela Buswell

That a request from Cr Prvanov for a leave of absence from 28 June to 5 July to and a request from Mayor Gurunathan for a leave of absence from 22 to 29 July be accepted and the leave of absence be granted

**CARRIED**

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

There were no matters of an urgent nature.

**7 MAYOR'S REPORT**

The Mayors' report had been circulated earlier.

The Mayor acknowledged the annual report presentation to Council from the Youth Council which had taken place during the Public Forum prior to the Council meeting. The Youth Council, it was observed, were doing a fantastic job. The Youth Council had presented to Members during the Public Forum in order to be able to attend College on time.

Agenda Item 8.2 Adoption of 2020/21 Annual Plan would be brought forward prior to Agenda item 8.1 Setting of Rates, Due Dates and Penalties Regime.

**MOTION****RESOLUTION 2020/35**

Moved: Cr Sophie Handford

Seconded: Cr Jackie Elliott

That the Mayors report is accepted.

**CARRIED**

**Appendices**

- 1 Mayor's Report

**8 REPORTS****8.2 ADOPTION OF 2020/21 ANNUAL PLAN**

Mark de Haast and Chris Pearce introduced the report. Members questions were answered. Staff and Councillors were thanked for the work that had led to the presentation of the Annual Plan for consideration by members.

**RESOLUTION 2020/36**

Moved: Cr James Cootes

Seconded: Cr Jackie Elliott

That the Council:

Notes the feedback received on the draft 2020/21 Annual Plan outlined at paragraphs 19 to 22 of this report.

Notes the proposed approach to carry feedback requests that have financial implications into the next Long Term Plan process, where applicable.

Notes that the fees and charges schedule for 2020/21 was approved by the Council on 28 May 2020.

Adopts the 2020/21 Annual Plan attached as Appendix 1 to this Report.

Delegates to both the Mayor and the Chief Executive, the authority to make minor editorial changes as required, to the 2020/21 Annual Plan attached as Appendix 1 to this report, prior to its publication.

Notes that the final 2020/21 Annual Plan will be published within one month after adoption. It will be available on the Council website and in service centres and libraries.

Notes that the decision to set the rates for 2020/21 is part of a separate report on the agenda of this Council meeting.

**CARRIED**

## 8.1 SETTING OF RATES, DUE DATES AND PENALTIES REGIME

Mark de Haast introduced the report. Members' questions were answered.

### **RESOLUTION 2020/37**

Moved: Mayor K Gurunathan

Seconder: Cr Angela Buswell

That 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 2020 and ending 30 June 2021.

#### **Districtwide General Rate**

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

a rate of 0.43834 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 0.16657 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 0.09643 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 0.30684 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.

### **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 - \$702.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Accommodation/Hospitality (other than motels and camping grounds) - \$1,404.00 (inclusive of GST) per separately used or inhabited part of a rating unit.

Motels and camping grounds - \$210.60 (inclusive of GST) per separately used or inhabited part of a rating unit.

### **Districtwide Rooding Capital Value Rate**

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

a rate of 0.05745 cents in the dollar (inclusive of GST) of capital value on all rateable rating units in the District

### **Districtwide Rooding Land 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 0.03028 cents in the dollar (inclusive of GST) of land value on all rateable rating units in the District.

### **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 0.02131 cents in the dollar (inclusive of GST) of capital value on all rating units.

### **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.

### **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.

### **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 \$225.00 (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).

### **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 - \$407.00 (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 - \$203.50 (inclusive of GST) per water closet or urinal connected to the sewerage system.

- Educational – \$183.15 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Recreational - \$101.75 (inclusive of GST) per water closet or urinal connected to the sewerage system.
- Large Scale Commercial/Residential - \$203.50 (inclusive of GST) per water closet or urinal connected to the sewerage system, where there is more than one water closet or urinal.
- Serviceable - \$203.50 (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.

### **(10) 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 0.00114 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.

#### **(11) 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 0.00227 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.

#### **(12) 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 0.00316 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.

#### **(13) 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 0.01002 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.

#### **(14) 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 0.02891 cents in the dollar (inclusive of GST) of capital value assessed on all rateable rating units used principally or exclusively for commercial purposes.

#### **(15) 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 2020	10 September 2020
Instalment Two	9 December 2020	10 December 2020
Instalment Three	9 March 2021	10 March 2021
Instalment Four	9 June 2021	10 June 2021

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-20	27-Aug-20	28-Aug-20
	Oct-20	27-Nov-20	30-Nov-20
	Jan-21	2-Mar-21	3-Mar-21
	Apr-21	31-May-21	1-Jun-21
Ōtaki/Peka Peka/ Waikanae Beach	Aug-20	28-Sep-20	29-Sep-20
	Nov-20	6-Jan-21	7-Jan-21
	Feb-21	29-Mar-21	30-Mar-21
	May-21	28-Jun-21	29-Jun-21
Waikanae/Nikau Valley/ Ōtaihangā/ Paraparaumu Beach	Sep-20	29-Oct-20	30-Oct-20
	Dec-20	9-Feb-21	10-Feb-21
	Mar-21	27-Apr-21	28-Apr-21
	Jun-21	29-Jul-21	30-Jul-21

16 That 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 2020 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 2020 which remain unpaid on 2 July 2020. The penalty will be added on 3 July 2020.
- 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, cheque 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, Shed 39, 2 Fryatt Quay, Pipitea, Wellington
- Greater Wellington Regional Council, 35-37 Chapel Street, Masterton

18 Alternatively, payment of the due 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**

**8.3 KAPITI COAST ECONOMIC DEVELOPMENT STRATEGY**

James Jefferson introduced the report and introduced Darryn Grant and Leanna Hill. Members' questions were answered.

It was confirmed that the strategy would be presented for discussion at a meeting of Te Whakaminenga o Kāpiti on Tuesday 30 June 2020.

Following Members' questions, Mayor Gurnathan invited Neil MacKay who was seated in the public gallery to say a few words. Mr MacKay introduced himself as having a background in economic development and having been involved on the edges of the working group specifically in relation to governance. Mr MacKay said the Economic Development Strategy was a very good base to move from and suggested the need for some form of performance agreement between Council and the governance group.

**RESOLUTION 2020/38**

Moved: Cr Angela Buswell

Seconder: Cr James Cootes

That the Council approves the draft Kapiti Coast Economic Development Strategy and Implementation Plan 2020-23 for public feedback.

That the Council acknowledges the input of the Drafting Group members in completing the draft Kapiti Coast Economic Development Strategy and Implementation Plan 2020-23

Councillor Angela Buswell

Heather Hutching

Jenna-Lea Phillpott

Liz Koh

**CARRIED**

**9 CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****RESOLUTION 2020/39**

Moved: Cr Robert McCann

Seconder: Cr Jackie Elliott

That the minutes of the Council meeting on 11 June 2020 be accepted as a true and accurate record of the meeting.

**CARRIED**

**10 PUBLIC SPEAKING TIME**

There were no public speakers covering other items.

**11 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil



**12 PUBLIC EXCLUDED REPORTS**

Nil

The Council meeting closed at 11.58am

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**CHAIRPERSON**