

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 27 APRIL 2023 AT 9.37AM**

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

IN ATTENDANCE: Mr André Baker, Ms Denise Hapeta, Mr Bede Laracy, Mr Glen Olsen, Mr Michael Moore, Mr Cam Butler, Mr Darren Edwards, Mr Mark de Haast, Mr Sean Mallon, Ms Janice McDougall, Mr Mike Mendonça, Mr James Jefferson, Ms Kris Pervan, Ms Kate Coutts, Ms Steffi Haefeli, Ms Fiona Story, Ms Sarah Wattie, Ms Dianne Andrew, Mr Peter Bollman, Mr Chris Greenslade, Ms Samara Shaw, Ms Laura Willoughby
Via Zoom: Mr Huriwai Paki, Ms Anna Rowlands, Ms Anna Smith, Ms Jessica Mackman

WHAKAPĀHA | APOLOGIES: Richard Mansell, Chair of the Waikanae Community Board

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Mayor welcomed everyone to the meeting.

2 KARAKIA | COUNCIL BLESSING

André Baker opened the meeting with karakia.

3 WHAKAPĀHA | APOLOGIES

There was an apology from Richard Mansell, Chair of the Waikanae Community Board, which was resolved after Item 10.1.

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

There were none.

5 TE WHAKATAKOTO PETIHANA | PRESENTATION OF PETITION

There were none.

6 NGĀ WHAKAWĀ | HEARINGS

There were none.

7 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

There were none.

8 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

There were none.

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

MATTER OF AN URGENT NATURE - PROPOSED ŌTAKI RESERVOIR

Cr Rob Kofoed and Deputy Mayor Lawrence Kirby introduced the matter of an urgent nature regarding the proposed Ōtaki Reservoir.

RESOLUTION CO2023/41

Moved: Cr Rob Kofoed

Seconder: Deputy Mayor Lawrence Kirby

Regarding the Ōtaki Reservoir project, Council:

- A. Notes that the public consultation with the residents most closely affected was not appropriate for the project's effects.
- B. Notes that there has been increased engagement with the community during March and April and that there will be further engagement including another Public Meeting in May 2023 before any construction starts.
- C. Notes that Council officers are working on options for moving the reservoir from its originally proposed location further back on the section to enable increased height of the bunding, increased suitable plantings and less visual intrusion for the adjacent properties.
- D. Notes that Council officers may need to look at alternative sites should the proposed site not work.
- E. Notes that an Update regarding the Project will be given to Elected Members before the Public Meeting.

Council also:

- F. Recommends that Council officers revisit how we consult, engage and communicate with our communities so that it reflects our values (e.g. empathy) and we take them with us on the journey of decision making and planning of significant projects.

CARRIED

9 TE PŪRONGO A TE KOROMATUA | MAYOR'S REPORT

TABLED DOCUMENTS – MAYORAL ACTIVITIES

The Mayor tabled a list of activities from the last month, and highlighted the participation of Elected Members' in the commemorations on ANZAC day, with particular thanks to the Ōtaki Community Board and Cr Jocelyn Prvanov.

Appendices

1 Mayoral Activities 22 March - 29 April 2023

10 PŪRONGO | REPORTS

10.1 ELECTORAL OFFICER'S REPORT ON LOCAL BODY ELECTIONS 2022

Dale Ofoske, Managing Director of Electoral Services, Janice McDougall, Group Manager People and Partnerships and Sarah Wattie, Manager Governance and Legal Services, spoke to the report and answered members' questions.

Point of Order

During debate, Cr Wilson called a point of order against the Mayor for breach of standing order, which was not upheld.

The Mayor then called a point of order against Cr Wilson for language used during debate, which the Mayor then upheld.

RESOLUTION CO2023/42

Moved: Cr Sophie Handford

Seconder: Deputy Mayor Lawrence Kirby

- A. That Council receives the attached Election Services Report on the 2022 Triennial Elections from Electoral Officer, Dale Ofoske.
- B. That Council notes the Electoral Officer's advice that the following electoral issues will need to be considered by Council in the 2023/24 financial year:
 - a decision on whether to retain the single transferable vote electoral system
 - a decision on whether to establish a Māori ward, the latter if established would trigger a representation review in 2024.

CARRIED

Cr Rob Kofoed left the meeting at 10:09am and returned at 10.11am.

The meeting adjourned at 10:40am and resumed at 11:00am.

3 APOLOGY

RESOLUTION CO2023/43

Moved: Cr Sophie Handford

Seconder: Deputy Mayor Lawrence Kirby

That the apology from Richard Mansell, Chair of the Waikanae Community Board, be accepted.

CARRIED

10.2 RATES REMISSION FOR LAND PROTECTED FOR NATURAL OR CULTURAL CONSERVATION PURPOSES

Mike Mendonça, Acting Group Manager Place and Space, and Rachel Ashdown, Biodiversity Advisor spoke to the report and answered members' questions.

RESOLUTION CO2023/44

Moved: Cr Martin Halliday

Secunder: Cr Glen Cooper

- A. That the Council approves the amounts of rates remission to the properties set out in Appendix 2 of this report in accordance with Council's Policy for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes.

CARRIED

Cr Spiers left the meeting at 11:06am.

10.3 HEALTH AND SAFETY QUARTERLY REPORTS: 1 JULY 2022 - 31 MARCH 2023

Dianne Andrew, Manager Organisational Development, introduced Samara Shaw, Chair of the staff Health and Safety Committee and Chris Greenslade, Senior Health and Safety Advisor. Ms Andrew spoke to the report and alongside Darren Edwards, Chief Executive, answered members' questions.

RESOLUTION CO2023/45

Moved: Cr Liz Koh

Secunder: Cr Nigel Wilson

- A. That the Council notes the Health and Safety Quarterly Reports for the periods 1 July 2022 – 31 March 2023 attached as Appendix One to this Report.

CARRIED

Cr Spiers returned to the meeting at 11:40am.

Cr Cooper left the meeting at 11:41am and returned at 11:42am.

10.4 REPORTS AND RECOMMENDATIONS FROM STANDING COMMITTEES AND COMMUNITY BOARDS

Steffi Haefeli, Manager Democracy Services, spoke to the report and alongside Kris Pervan, Group Manager Strategy and Growth, answered members' questions.

Bede Laracy, Chair of the Raumati Community Board, provided context to the recommendation made to Council from the Raumati Community Board.

RESOLUTION CO2023/46

Moved: Mayor Janet Holborow

Secunder: Cr Nigel Wilson

- A. That the Council receives this report.
- B. That the Council note the recommendation from the Raumati Community Board meeting on 4 April 2023.
- C. That Council staff work with Takutai Kāpiti Coastal Adaptation Panel to investigate ways to disseminate relevant information ahead of public meetings.

CARRIED

11 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

11.1 CONFIRMATION OF MINUTES

RESOLUTION CO2023/47

Moved: Deputy Mayor Lawrence Kirby
 Seconder: Cr Martin Halliday

That the minutes of the Council meeting of 23 March 2023 be accepted as a true and correct record.

CARRIED

**13 PURONGO KĀORE E WĀTEA KI TE MAREA | PUBLIC EXCLUDED REPORTS
 RESOLUTION TO EXCLUDE THE PUBLIC**

PUBLIC EXCLUDED RESOLUTION CO2023/48

Moved: Cr Martin Halliday
 Seconder: Deputy Mayor Lawrence Kirby

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
<p>12.1 - Confirmation of Public Excluded minutes</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>Section 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</p>

	Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
13.1 - Appointment of Independent Chairperson to the Kapiti Airport Community Liaison Group and updated terms of reference	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
13.2 - Property Update	Section 7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

RESOLUTION CO2023/49

Moved: Cr Nigel Wilson
 Seconder: Cr Martin Halliday

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

CARRIED

The Kaunihera | Council meeting went into public excluded session at 12:09pm.

The Kaunihera | Council came out of public excluded session at 1:43pm.

13.1 APPOINTMENT OF INDEPENDENT CHAIRPERSON TO THE KAPITI AIRPORT COMMUNITY LIAISON GROUP AND UPDATED TERMS OF REFERENCE

RESOLUTION CO2023/50

Moved: Cr Liz Koh
 Seconder: Deputy Mayor Lawrence Kirby

That Council:

- D. Agree that Appendix B of this report is available for public release.

CARRIED

Appendices

1 Appendix B - Updated Terms of Reference for CLG April 2023

The Kaunihera | Council meeting closed at 1:43pm.

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HEAMANA | CHAIRPERSON

UNCONFIRMED