

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Waikanae Library
Date: Wednesday, July 6, 2022 5:16:41 PM
Attachments: [2122-303 Attachment BM210885 AdvisoryGroup20220502_Redacted.pdf](#)

[REDACTED]
Please find attached the minutes from the advisory group meeting. My apologies for the delay in getting these to you, I have been on leave for the past few days.

You will see that some information has been withheld on the basis that it is commercially sensitive. The information is withheld under section 7(2)(b)(ii) of the LGOIMA which allows for Council to withhold information in order 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.

In the Council's view the reasons for withholding these details are not outweighed by public interest considerations in section 7(1) favouring their release.

You have the right to seek an investigation and review by the Ombudsman of this decision.

Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Kind regards

[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Tuesday, July 5, 2022 5:20 PM
To: Mailbox - Information Request <informationrequest@kapiticoast.govt.nz>
Subject: RE: Waikanae Library

[REDACTED]
Thank you for your reply. I haven't heard anything further and while I appreciate LGOIMA allows 20 working days it also says as soon as reasonably practicable so I'm surprised I haven't received the minutes which should be readily accessible.

Thanks.

Regards

[REDACTED]

From: Mailbox - Information Request [<mailto:informationrequest@kapiticoast.govt.nz>]
Sent: Thursday, 23 June 2022 5:03 pm
To: [REDACTED]
Subject: RE: Waikanae Library

Good afternoon [REDACTED],

Thank you for your email below. I have sent your enquiry on to the Project Management team who I believe will have those minutes. I have asked them to send them on to you and copy me in, hopefully that won't take too long. I'll chase it up on Monday after the long weekend.

Kind regards

[Redacted]

[Redacted]

[Redacted]

From: [Redacted]

Sent: Wednesday, June 22, 2022 2:46 PM

To: Mailbox - Information Request <informationrequest@kapiticoast.govt.nz>

Subject: Waikanae Library

Good afternoon.

Could I please have copies of the minutes of any meetings of the Waikanae Library Community Advisory Group. I am making this request as I could not find a link to them on the Council website.

Regards

[Redacted]

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meeting notes



BM210885	Waikanae Library and Town Centre	
2 May 2022	17:00	Waikanae Community Centre
Meeting purpose	Advisory Group Meeting 1 – Subject: Intro and Library Site Location	
Meeting called by	Kāpiti Coast District Council	
Facilitator	Marc Bailly	
Minute takers	Sylvia Moynihan and Miriam Moore	
Attendees	Tonchi Begovich Tracey Morgan Leo Cameron Craig Vidulich Chris Wilkinson Kate Hartmann Joanne Dacombe Jane Hill Alison Law Philippa Ross-James Sylvia Moynihan Jamie Delich Jacqui Cull Marc Bailly Miriam Moore John Hardwick-Smith Andre Bishop	Waikanae Community Board Iwi Representative - Te Ātiawa Youth Council Representative Education/School Representative First Retail Group - Business Rep Community Services Representative Kapiti Accessibility Advisory Group Library & Service Centre expert KCDC KCDC KCDC KCDC KCDC Boffa Miskell Boffa Miskell Athfield Architects Athfield Architects

NOTES

Formalities

- All attendees introduced themselves and signed the TOR provided by KCDC
- Meeting fee of \$250 per meeting was confirmed

Presentation

- Explanation to the context of the project provided to explain library siting element and the overall town centre framework elements and the reasons for the current process in context of the earlier considerations to library replacement
- An explanation as to the way in which the brief for the library had been developed was provided and how the size had been determined.
- The objectives and their role (that had been pre-circulated) were explained as to the importance of these as the basis for deciding on optimum options for library siting.
- The size requirements for a new library/community facility were demonstrated and showing difference between the base (minimum) and best practice (more room and capacity)
- Marc and John then walked the group through seven different site options showing these on pages and to scale with an explanation of their pros and cons. Some deliberately were wholly publicly owned sites and others involved private owners. Discretion around these are needed. It was noted that these options were narrowed down from a longer list and are not definitive at this time
- An example of how the options would then be evaluated relative to the objectives was presented to give a sense of the evaluation process to come.
- The time frames were noted with the intent to get out to the community to engage as a next step – the timing and way in which this would be conducted still needs development.

Feedback

- Questions were asked as to how the current options matched into the ones that were considered last time. The response was that most of these are on the table still or are better understood as to their implications now the size is better known.

- Tracey mentioned a preference was [REDACTED] the response is that this option is still in the mix
- With regard to the objectives Tracey requested the Te Ātiawa objectives (currently shown as sitting along the more technical ones) be embedded with the overall objectives – the response is that this is supported and we look forward to this coming back
- Name of *Library + Service Centre* is not considered to accurately reflect and celebrate the opportunity of the place as the cultural community hub that it should be seen as – response is that we should all look to find a more appropriate title and keen for this, but the name was more a working title and reflected KCDC naming given functional needs.
- Request to include the phrase “all ages and abilities” in objectives to cover the scope of its users – agreed to be included
- Consideration to accessibility objective including for parking of scooters, mobility scooters, e bikes etc – agreed to be included
- Inter-generational nature of the facility needs to be highlighted as important in the objectives – agreed to be included
- Question raised as to why there are still options and how does this process of options deliver on the type of town centre we should be planning for and how does this happen? - response was that the purpose of the Advisory Group is to assist with shaping options and how these can catalyse town centre improvements – it would be counter to the process of working through objectives and options together to come with an answer at this stage. We also want to leave room for community engagement too to help shape direction.
- Of the quick run through the options presented the group spoke about one site more than others – in the area of the current park and ride parking near the marae on corner of Te Moana Road – as it could achieve multiple things towards the objectives. However, there will be the need to step through the options and alignment to the objectives more comprehensively next time the Group meets
- The question was asked about time frames and whether the imperative to get a library going was most important to the Advisory Group - the consensus of the Group was that it was better to make sure the right place and outcomes from library are gained rather than choose a compromise at this time for the sake of a quick decision.
- It was noted that the town centre plan would allow for a number of opportunities for development and developers and this including potential for reuse of the currently vacant library site – the extent of the old library site could also be changed to allow more opening to Mahara Place if this was considered to be a benefit.

ACTIONS

- Marc/Alison to speak with Te Ātiawa regarding objectives and combining (this has been actioned and is with Te Ātiawa to progress) – also looking at the options together.
- Marc and Miriam to adjust the objectives to capture other feedback – Phillipa will start this and once Te Ātiawa ones are in then these can be recirculated.
- Planning for the consultation with community dates may be impacted by the timing of Local Body elections and limitations for wider community engagement in the lead up period to elections on 8 October – Jamie seeking KCDC advice how to progress with this.
- Next Advisory Group meeting will be in early June (TBC) to allow time for Te Ātiawa inputs – Jamie will advise accordingly.

Note: Subsequent to the meeting the Taiao Committee of the Ātiawa ki Whakarongotai Charitable Trust have identified Kristie Parata as an additional Iwi Representative on the Project Advisory Group.