

MINUTES	MEETING HELD ON	TIME
WAIKANAĒ COMMUNITY BOARD	TUESDAY 15 SEPTEMBER 2015	7.30PM

MINUTES of a six-weekly meeting of the Waikanae Community Board held at the **Waikanae Community Centre**, Utauta Street, Waikanae on **Tuesday 15 September 2015**, commencing at **7.30pm**.

PRESENT: Mr E Gregory Chair  
Mrs J Prvanov Deputy Chair  
Mr J Westbury  
Cr M Scott

IN ATTENDANCE: Mr P Dougherty Chief Executive  
Mr W Maxwell Group Manager Corporate Services  
Ms A Lash Senior Advisor, Research, Policy & Planning  
Mr P Stroud Infrastructure Program Delivery Manager  
Mrs J McDougall Communications Manager  
Ms H McGregor Executive Secretary

APOLOGIES: Mrs J Lloyd

The Chair welcomed everyone including Cr Jackie Elliott and declared the meeting open.

WCB 15/09/136

**(a) Apologies**

**MOVED (Scott/Prvanov)**

**That an apology be accepted from Jill Lloyd.**

**CARRIED**

An apology from Mayor Ross Church was noted.

**(b) Declarations of Interest Relating to Items on the Agenda**

Mr Westbury declared a possible conflict of interest as his wife was supporting the Waikanae Market. The Chair thanked Mr Westbury for raising the issue and advised that his interest 'was in common with the public' so there was no conflict of interest and could participate in its discussion.

WCB 15/09/137

**PUBLIC SPEAKING TIME – other issues**

Marg Brooker

Mrs Brooker spoke about her attendance at the recent Waikanae Beach consultation meeting and thanked Council for running the event. She felt that not all Council staff attending the meeting were aware of the local issues and asked that staff be more fully briefed prior to any future sessions. The impression she gained from those attending was that the current beach atmosphere needs to be retained and that development was putting this under threat. An issue was raised about the commercially zoned land which Bootleggers had expressed an interest in purchasing for a liquor outlet. The community had already opposed a similar proposal on State Highway 1, so there was concern for another liquor outlet. There were already many liquor outlets available. Mrs Brooker asked whether the Waikanae beach area could be protected as a special character area.

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The Chair advised that the consultation would cover the whole beach area from Paetawa Road through to the Waikanae River and that any areas of different character, that exist already, would likely come out in the consultation process.

Mr Paul Jones

Mr Paul Jones, on behalf of the Waikanae Community Patrol, advised they had started a new activity of day patrols and it had been widely accepted. They received huge appreciation from the public and thanked the Board for their continued support. They had observed some dangerous behaviour from school kids crossing the train tracks and asked whether there could be some action from the Council.

Norma McCullum

Mrs McCullum spoke after the grant applications and gave congratulations to the people of Waikanae on behalf of His Excellency Sir Jerry Mateparae for winning the Award of New Zealand's Most Beautiful Town. A special thanks was given to Cr Scott for helping organise the steam clean of the square and it was noted that there had been continued work keeping Waikanae clean and tidy since the award was received. A copy of the winning document was provided and thanks to the Board for its support and encouragement. It was a community effort for everyone and a big thank you was given to everyone involved.

The Chair advised that he collected the award in Christchurch and congratulated Mrs McCullum and their small committee for motivating everyone to this successful outcome.

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**PUBLIC SPEAKING TIME – Grant Applications**

Kapiti Branch of NZ Camellia Society (Inc)

Helen Guthrie on behalf of Kapiti Branch of NZ Camellia Society spoke to the application requesting help with costs to cover the cost of hall hire for their 2015 Camellia Show that was held from 21-22 August 2015.

Lions Club of Waikanae (Inc)

Kevin Woodley and Trev Mason, on behalf of the Lions Club of Waikanae spoke to the application requesting help with costs associated with holding their 2016 Super Garden Trail on 30/31 January 2016.

Kapiti Kids Motivation Trust

Roger Booth, on behalf of the Kapiti Kids Motivation Trust spoke to the application requesting help with costs to run their programme of visits by sporting and arts identities into the district to encourage, inspire and motivate Kapiti Coast children and to give them new experiences.

Oakley Fearon

Master Oakley Fearon spoke to his application requesting help with costs associated with his participation in the Wellington Inter-Regional Cross Country team.

Waikanae Community Information Centre

Wendy Bennett, on behalf of Waikanae Community Information Centre spoke to the application requesting help with costs to cover the updating of a brochure promoting Waikanae.

Wellington Free Ambulance

Roy Opie and Barry Herbert, on behalf of Wellington Free Ambulance, spoke to the application requesting help with costs for a sign to show the amount that had been raised towards an upgrade to an existing building. This would include signage, the cost of material and a resource consent.

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Waikanae Market Group

Gordon Cameron, on behalf of the Waikanae Market Group, spoke to the application requesting help with costs towards promotion of the 2015 Waikanae Labour Weekend Market. Funding would ensure a professional level of event promotion of this regular local event and give the organisers the confidence to book advertising in local newspapers and radio before the event.

Cheyenne Brown - Kapiti College Kapa Haka Trip

Cheyenne Brown spoke to her application requesting help with costs, for attending as a member of the Kapiti College Kapa Haka trip, to the Choral Festival Kathaumixw 2016 in Canada.

Waikanae Music Society (Inc)

Wendy van Delden on behalf of the Waikanae Music Society (Inc) spoke to the application requesting help with costs with printing the Society's 2016 brochure.

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**CONSIDERATION OF APPLICATIONS FOR FUNDING (Corp-15-1682)**

**MOVED (Prvanov/Scott)**

The Waikanae Community Board grants Christine Lenk a grant of \$210 from the discretionary fund to cover the cost of hall hire to hold exercise/stress management classes for cancer patients in the Kāpiti area.

**CARRIED**

**MOVED (Westbury/Prvanov)**

The Waikanae Community Board grants the Kapiti Branch of NZ Camellia Society a grant of \$597.80 from the promotion fund to cover the cost of hall hire to hold their 2015 Camellia Show from 21-22 August 2015.

**CARRIED**

**MOVED (Scott/Westbury)**

The Waikanae Community Board grants the Lions Club of Waikanae a grant of \$3,500 from the promotion fund to help with costs associated with holding their 2016 Super Garden Trail on 30/31 January 2016.

**CARRIED**

Board Members asked if content and/or logo from the Keep NZ Beautiful 'Beautiful Town Award' be provided to the Lions Club so that it could be included in their promotional material.

**MOVED (Westbury/Prvanov)**

The Waikanae Community Board grants the Kapiti Kids Motivation Trust a discretionary grant of \$100 to help with costs to run their programme of visits by sporting and arts identities into the district to encourage, inspire and motivate Kapiti Coast children and to give them new experiences.

**CARRIED**

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**MOVED (Scott /Westbury)**

**The Waikanae Community Board grants Oakley Fearon a discretionary grant of \$250 to help with costs associated with Oakley’s participation in the Wellington Inter-Regional Cross Country team.**

**CARRIED**

The Chair wished Oakley good luck in the competition.

**MOVED (Scott/Prvanov)**

**The Waikanae Community Board grants the Waikanae Community Information Centre a grant of \$1000 from the promotion fund to help with costs associated with updating a brochure promoting Waikanae.**

**CARRIED**

Board Members asked if content and/or logo from the Keep NZ Beautiful ‘Beautiful Town Award’ be provided to the Waikanae Community Information Centre so that it could be included in their promotional material.

**MOVED (Prvanov/Westbury)**

**The Waikanae Community Board grants the Wellington Free Ambulance a discretionary grant of \$500 to help with costs associated with a sign to show the amount that has been raised towards an upgrade to an existing building.**

**CARRIED**

The Board asked whether Council could review the costs towards the Resource Consent. The Chief Executive advised a lot of requests for waiving consents were received but the policy was not to waive building consents or resource consents; a Council resolution would be required to waiver.

Cr Scott proposed to raise, as an urgent nature to Elected Members, support for waiving consents by funding grants of this nature, then being returned. Advice from the Chief Executive and Group Manager Corporate Services on which meeting would be required.

**MOVED (Scott/Westbury)**

**The Waikanae Community Board grants the Waikanae Market Group a grant of \$800 from the promotion fund to help with costs associated with promotion of the 2015 Waikanae Labour Weekend Market.**

**CARRIED unanimously**

Cr Scott commended the team, who were all volunteers, work tirelessly to run the two markets throughout the year; they were a lot of fun with a family environment bringing in many people from outside of the area.

The Chair also congratulated the group for their outstanding efforts in reducing costs and keeping them down.

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**MOVED (Prvanov/Westbury)**

The Waikanae Community Board grants Cheyenne Brown, as a member of the Kapiti College Kapa Haka group, a discretionary grant of \$500 to help with costs associated with attending the Choral Festival Kathaumixw 2016 in Canada.

**CARRIED**

**MOVED (Scott/Prvanov)**

The Waikanae Community Board grants the Waikanae Music Society (Inc) a grant of \$1400 from the promotion fund to assist with costs of printing the Society's 2016 brochure.

**CARRIED**

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**UPDATE: Waikanae Beach Community Futures Process**

Alison Lash, Senior Advisor, Research Policy and Planning gave an update on the Waikanae Beach Community Futures Process, which was the current name for the process being undertaken, however this may change after engagement with the community.

The following points were discussed:

- The first drop in community session for this process was on the 16 August. The topic was due to the pressing need for the community to cover the proposed medical centre resource consent.
- The discussions on the resource consent process was productive and timely.
- A meeting for this was then organised for the 6 September where approximately 250 people attended.
- Feedback produced a number of themes for discussion and following further analysis would be circulated once documented.
- The next phase would include issue identification from the community on what they want addressed and their prioritisation of activities. This should be documented by mid-October and resent back to the community for comment using the circulation list.
- There was clear support from the community to preserve the unique character of the area.
- Further clarification on the timeline to be raised at the next community meeting to ensure there was no misinformation and to give the community a higher level of assurance the Council was listening to them.
- There was a need to capture involvement of primary and secondary school attendees.
- Another date had been scheduled for Tuesday 22 September, 5.30 – 7.30pm at the Boat Club. Communication coverage had been well advertised with flyers to businesses, email notification to the circulation list, advertising in the local papers;
- An online forum was being investigated as an option for receiving feedback for those people who were unable to attend in person.
- The completion of this process was expected around July/August 2016.
- Regular reports would be provided throughout the process to the Board.

The Chair thanked Ms Lash for her updates.

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**PRESENTATION: Waikanae Sign Competition**

Phil Stroud, Infrastructure Program Delivery Manager, gave a presentation on the proposed framework of the Waikanae Sign Competition.

The following points were discussed:

- Sign parameters
  - Maximum opportunity for getting community buy-in was encouraged with targeting audiences including schools, colleges, community groups, individuals and professional designers.
  - A sign and/or sign with sculptures or structures around the sign could be included
  - Council Communications team to be involved with framework for using a byline content from strategic plan
  - NZTA road revocation dates would need to be considered for sign content (number of words) and location
  - Two signs – one sign at each entrance north and south of Waikanae
- Competition rules
  - The Community Board would judge the entries
  - Completion of judging to be by July 2016
  - The prize would be having the sign constructed and the recognition this receives.
- Project constraints
  - Funding would be through the Community Board Promotional Fund
  - There would be no cost constraint, but to be able to construct the sign it must be affordable.

It was agreed Mr Stroud would begin this project as soon as possible to ensure judging would be possible by July 2016.

The Chair thanked Mr Stroud for his presentation.

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**WCB MEMBERS' BUSINESS**

**(a) Leave of Absence**

**MOVED (Scott/Chair)**

**That the Waikanae Community Board grants James Westbury leave of absence from 16 to 18 October, and 4 to 12 November 2015.**

**CARRIED**

**(b) Matters of an Urgent Nature**

Mr Westbury updated Board on an issue he had raised at the last Regulatory Management Committee concerning notification of a granted Resource Consent which was omitted from the EMB. He advised Mr Kevin Currie has apologised for the error which was a mistake. The Chief Executive confirmed that procedures have been put in place so that this doesn't happen again. The Board also requested additional information in EMB for all granted applications.

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The carpark development on the Waikanae Pub site was discussed. It's expected that the carpark will be ready and available to use from February 2016. The Chief Executive advised that plans are expected to include parks for less than 250 cars and rain gardens. The Board requested consideration of using the carpark for other activities. The Chief Executive noted that there has already been interest from groups looking to utilise the area off-peak. There are more meetings scheduled where these questions can be raised.

**(c) Community Board Members' Activities**

Jocelyn Prvanov	<ul style="list-style-type: none"> <li>• Attended the Civil Defence training for Elected Members</li> <li>• Attended the two Waikanae Beach consultation days</li> </ul>
James Westbury	<ul style="list-style-type: none"> <li>• Attended Regulatory Management Committee meeting on 3 September</li> <li>• Attended the two Waikanae Beach consultation days</li> </ul>
Clr Michael Scott	<ul style="list-style-type: none"> <li>• Attended the Civil Defence training for Elected Members. It was requested that the Chief Executive extend an invitation to Scott Dray to provide a training session prior to a selected Board meeting, to reintroduced Elected Members to the signed off community action plan.</li> </ul>
Eric Gregory	<ul style="list-style-type: none"> <li>• Attended Council meetings</li> <li>• Attended the Civic Awards dinner</li> <li>• Attended the Keep NZ Beautiful Awards in Christchurch</li> <li>• Attended the Community Liaison Group</li> <li>• Attended the first beach consultation meeting</li> </ul>

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**COUNCIL'S FINAL PROPOSAL FOR REPRESENTATION ARRANGEMENTS (Corp-15-1703)**

Mr Wayne Maxwell introduced the report. The Board unanimously agreed to the recommendation and proposed an additional sentence of 'and that the board has no intention of appealing'.

**MOVED (Scott/Chair)**

**That the Waikanae Community Board notes the Council's final proposal for representation arrangements for the 2016 local body elections, as at Appendix 1 of report Corp-15-1703 and notes the deadline for appeals or objections of Monday 5 October 2015, and that the board has no intention of appealing.**

**CARRIED unanimously**

WCB 15/09/144

**CONFIRMATION OF MINUTES: 21 July 2015**

**MOVED (Chair/Prvanov)**

**That the minutes of the Waikanae Community Board meeting held on 21 July 2015 adopted as a true and correct record of that meeting.**

**CARRIED**

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### Matters Under Action

The Chair spoke to the paper:

#### Tasman Lakes Reserve

A letter has been received from Peka Peka Guardians requesting urgent prioritising of a formal plan for the reserve.

Council will follow up on the request.

#### Cleaning up/painting of Waikanae Bridge

Kiwirail have not no plans for painting the bridge or abutments, however graffiti will be cleaned in beautification area.

#### Beautification of southern entrance of Waikanae - Planting

The second part of the planting has been completed. It was noted that the report needs to be updated for the next meeting. It was agreed to review the financial commitment as it appeared the \$12k has not been factored in.

#### Resource Consent and Parking issues around Rymans

Item to remain on short term action list to ensure continued monitoring.

#### Welcome to Waikanae Sign

The Waikanae Sign Competition has overtaken this item, however it was agreed to leave on the action list.

#### Garden around the Waikanae Railway Station

Noted amendment of name from Richard Noakes, not Kevin Noakes. It was agreed to clarify whether the areas around the war memorial area too will also be upgraded.

#### Develop the Waikanae Town Centre plan

The consultants are now in place.

The Chair advised Board Members that the next meeting would be on 20 October.

The Waikanae Community Board meeting closed at 10.12pm.

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Chairperson

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Date