**Minutes of the CWB Advisory Group Meeting**

**Tuesday 3 June 2025 at 5.00pm**

**Council Offices, 175 Rimu Road, Paraparaumu**

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| Present: | Bruce Henderson (Chair) | Recreational Open Space Representative (Deputy)  |
|  | Cr Shelly Warwick |  |
|  | Steve Lewis | Off Road Cycling Representative |
|  | Joanne Dacombe | Accessibility Representative  |
|  | Allison Basire | Walkways Representative (Deputy) |
|  | Max Lutz | Environmental Care Groups |
|  | Ruth Halliday | Equestrian Representative  |
|  |  |
|  | Kapiti Coast District Council officers:  |
|  | Cat Wylde | Advisor Recreational Tracks and Trails |
|  | Fraser Miller | Transport Lead – Walking & Cycling  |

1. **Welcome / Apologies**

The Chair welcomed everyone and declared the meeting open.

**MOVED (Joanne Dacombe / Max Lutz)**

**That apologies for absence be accepted from Cr Rob Kofoed, Jan Nisbet and John Taylor.**

**CARRIED**

1. **Interest Group updates**

It was noted that the Youth, Older Persons and Accessibility Advisory Groups are currently under review.

Environmental Care Groups (Max)

Planting is going well at the Ōtaki river. Kudos to KCDC for cleaning up recent vandalism.

Accessibility (Joanne)

The Accessibility Advisory group now has 12 members. An induction and work programme are currently being planned.

Recreational Open Space

As there was no representative present, there was no update.

Off Road Cycling (Steve)

Work continues at Whareroa Farm.

Equestrian (Ruth)

The Levin and Districts Trail Riding Club have had two rides in the district since the last meeting. About 25 riders in total (most of them new to Kāpiti).

Has been working with Janice Hill on a trails project being run by GWRC.

The equestrian group that had been set up with GWRC has fallen into abeyance because the organiser has left and her replacement is yet to pick up the work – Ruth will follow up.

There was a big working bee on the track from Longburn out to Highway 56; there is now 25km of track (almost all of it off road) around Palmerston North and heading out towards the sea. They are now working to get the trail out to Foxton and Himatangi.

Equestrians are still trying to be involved in O2NL planning. Shelly advised that the resource consent states they must have a shared use path over the entire length of the O2NL.

On Road Cycling

As there was no representative present, there was no update.

Walking (Allison)

Nothing to report. Allison said they had been around a lot of the walking tracks in the district and most of them are in good condition, other than a couple of tracks at QE Park (which are the responsibility of GWRC).

Accessibility (Joanne)

Joanne remembered she had wanted to advise there is still an issue with mobility parking outside the Waterfront Restaurant at Paraparaumu Beach. She had reported it to Council, but had been advised that Council’s policy is merely to issue warnings – she doesn’t know if it ever gets escalated to issuing fines. She said the area is clearly marked but being flouted by business operators in the area. She would maintain a watching brief.

1. **Minutes of the Previous Meeting**

The minutes of the previous meeting were not yet available – once they had been completed they would be circulated by email.

1. **Review of Action Items**
* *M2PP safety audit*

No progress to report.

* *Blue Bluffs*

The work is mostly complete and the road is due to open in June/July. Fraser added that the work has come in under budget, which is pleasing.
* *Clifden Cottage*

Bruce has done a lot of digging, going back to about 2010, looking at documentation that was produced regarding what was to be done with the cottage. He found that there has never been a commitment from NZTA to refurbish anything other than the outside of the cottage, or to build toilets. The building is not heritage listed so apart from its “social value” (as it is the oldest house in Ōtaki), it has no legal status at all. Therefore NZTA can’t be pushed too hard to do anything.

Group members noted that the cottage has been wrapped in plastic, and wondered who would manage the inevitable deterioration that will occur. Bruce said he had also heard there were concerns about squatters.

There was discussion about potentially bringing the item to the attention of the Council.

🡪 **New action item** – Bruce to contact the Council’s Strategic Property Team to discuss.

* *Trails Trust*

They have applied for funding from four of the five Community Board, plus from the Council, and have received strong support – so are well placed to start development of their website. They are progressing with the southern end of the P2P track (Pauatahanui to Paekākāriki), although this is complicated by the number of agencies that are involved.

Steve added there has been some action on the Waikanae river “extension” – that is, looking at extending the trails upriver from the bridge. They have had good contact with Te Araroa Trail people – this piece of trail has been on their books for some time as something they needed to sort out, so they are keen to help. Steve is also working on contacting the land owner.

Bruce and Steve ran through the list of current Trails Trustees and their backgrounds / experience. There is a lot of supporting information which would be available via the Trails Trust website once it has been developed.

Steve also advised he had been working with NZTA re their work plans and commitments in the area, with a view to creating a shared use path while work is underway.

* *Laise with GWRC the issue of unhelpful bus drivers/difficult equipment*

Bruce advised the latest news is that bikes should be allowed on buses from 1 July.

* *How the CWB might submit on resource applications*

The system seems to be working well; it was agreed this item can be removed from the Action Register.

* *Campbells Mill Road*

Cat advised she had met the landowner briefly and is working on setting up a meeting with him to discuss the lease.

* *Organise a visit to the gasline track*

This item is on hold.

* *Interaction with Economic Development team*

Bruce recalled that after the last CWB meeting spoke, group members were invited to submit ideas on how the group could interact with the Council’s Economic Development team. Although he did not receive any suggestions he felt it didn’t matter as the Trails Trust were heavily engaged with both ED and Tourism, which is probably the best arrangement at present.

* *Wearenga Road / Ōtaki and NZTA*

Work is underway and looks to be very good in general, although there are areas where resealing will be required. It was noted that speed limits have been raised in some areas, and also that there will be traffic lights at Riverbank Road.

* *Southern recreation area*

No update.

* *Update shared path signage*

John was to have contacted Fraser but is yet to do so – Bruce will follow up with John. Shelly noted there may be funding available from the Te Uruhi project which was cancelled.

🡪 **New action item** – Cat to discuss funding/signage with ED team and report back to next CWB meeting

1. **Update from KCDC Officers**

Fraser:

* The Pathway Network Plan was accepted last month by the Strategy, Operations and Finance committee. This means the Council now has a plan of forward improvement works for walking and cycling, for the next 10 years. Fraser is now working on getting NZTA’s endorsement of the plan, which would enable KCDC to apply to NZTA for funding for this work in the next Long-term Plan. Now that the Plan has been approved it has been summarised and will be circulated via the Council’s usual Comms platforms – website, brochures and other publicity
* The Riverbank Road shared path has been asphalted apart from a 20m gap in the middle, as the Council are currently working on acquiring the land from its current owner. The final steps will be line marking and signage, and then have it gazetted as a legalised shared path – this enables rules around parking, safety and enforcement. If money permits they will look at extending the signage and marking all the way down Riverbank Road to Aotaki.
* The Council has been approached by a company named Jolt, to run an e-scooter trial in the district. Jolt already operate in Lower Hutt. Fraser distributed two documents – the service they can provide and what the trial might look like. If it goes ahead it would be a six month trial run over the summer period. Fraser encouraged group members to read the documentation and provide feedback, he was keen to get a consensus of the group’s main concerns, and whether they are in support of the proposal or not. He will be presenting to Elected Members on 8 July 2025, to see if they are willing to entertain a trial.

🡪 **New action item** – Advisory group members to provide feedback re the Jolt trial to Bruce; Bruce will collate and forward to Fraser.

Cat:

* The “Have Your Say” consultation re destination beach accessways closed last weekend – they are hoping to finalise plans and timelines and see how that looks for a build in the next financial year. This is a big piece of work, looking at Ōtaki first and then Paraparaumu. Waikanae would be next
* Planning is underway for the Waikanae River trail bypass that will be going in for consent for build – where the blowout is – repairs have been done but the track is still vulnerable. Consent for the works sits with GWRC and DoC to approve
* Work is to be carried out on the river trail in the area next to the Vaulting club, and they are working on signage to say “ride to the side” to avoid damage to new tracks in the first few days
* Is working to identify the priority desire lines, and will bring that back to the group to review

*Fraser left the meeting at 6.18pm*

1. **Any other business**
* The next meeting date was set for 29 July 2025
* Re the Waikanae North development, all the cones and the reduced speed limit which no-one seems to take any notice of – Bruce advised he had raised this with Cat and Fraser already
* Is it possible to get two signs and two mounting blocks at either end of the Raumati Bridge? The signage to say “Please dismount and walk your horse”. This would alleviate the need for creating new tracks, crossing on Raumati Road etc. Cat agreed to discuss with Fraser

The meeting closed at 6.31pm.

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| **Chairperson** |  | **Date** |

*\* See overleaf for updated Action Items register*

**Action items register:**

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| **Item** | **Date raised** | **Assigned****to** | **Progress @ 03/06/2025** |
| M2PP safety audit  | 23/05/23 | Bruce  | John, Adrian and Bruce to keep working on the list of items that can potentially be addressed. No update.  |
| Blue Bluffs | 23/05/23 | Rob | The work is mostly complete and the road is due to open in June/July. |
| Public toilets at Clifden Cottage | 14/11/23 | Bruce  | The only commitment from NZTA is to weatherproof the building. Bruce to discuss with Council’s ED team re potentially bringing the item to the attention of the Council.  |
| Trails Trust | 13/02/24 | Gareth | They have successfully applied for grants which means the website development can get underway. They are also progressing with the southern end of the P2P (Pauatahanui to Paekākāriki) track.  |
| Liaise with GWRC re unhelpful drivers/difficult equipment | 15/05/24 | Bruce | Bruce advised the latest update is that bikes should be allowed on buses from 1 July.  |
| Campbells Mill Road | 26/06/24 | Cat | Cat is in the process of setting up a meeting with the landowner. |
| Organise a visit to the gasline track | 06/08/24 | Cat and Jan | This item is on hold  |
| Look on the PP2O website at plans for upgrading Waerenga Road, and provide feedback to Bruce | 17/09/24 | All | Work is underway and looks to be very good in general, although there are areas where resealing will be required. It was also noted that speed limits have been raised in some areas and that there will be traffic lights at Riverbank Road.  |
| Continue the discussion (offline) re the southern recreation area. | 29/10/24 | Cat and Steve | In progress.  |
| Update shared path signage | 03/06/25 | Cat | Discuss signage/funding with ED and report back to next CWB meeting  |