

| MINUTES | MEETING HELD ON | TIME |
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| WAIKANAĒ COMMUNITY BOARD | TUESDAY 25 MARCH 2014 | 7.30PM |

MINUTES of a six-weekly meeting of the Waikanae Community Board held at the **Waikanae Community Centre**, Utauta Street, Waikanae on **Tuesday 25 March 2014**, commencing at **7.30pm**.

PRESENT: Mr M Scott
 Mr E Gregory
 Mr J Westbury
 Mrs J Prvanov
 Cr T Lloyd

IN ATTENDANCE: Mr W Maxwell Group Manager Corporate Services
 Mayor R Church
 Ms S Moynihan Acting Executive Secretary, Corporate Services
 Mr P Stroud Project Manager, KCDC
 Mr P Gurnsey Beca

The Chair welcomed everyone present and declared the meeting open at 7.30pm.

WCB 14/03/028

APOLOGIES

There were none

WCB 14/03/029

PUBLIC SPEAKING TIME

Murray Cooper

Mr Murray Cooper outlined his experience with submitting three service requests just prior to Christmas, which he acknowledged were adequately attended to. However, he asked the Board to please let any members of the public who are attending a Board meeting know they should submit a service request if they have an issue to be resolved, and the process around submitting these.

He queried why he had not yet received an answer to a request he sent for information on the budgets for the footpaths at Te Moana Road.

He acknowledged that there had been work undertaken on the Peka Peka/Paetawa Road edges and that the rubbish issues he had raised had been dealt with. He commented that the mowing along the river accessways was not as good as it had been in the past, but that Council had been saved by a lack of rain.

Mr Cooper commented on the Kapiti tree laws, as he felt they were not very clear. He presented samples of tree branches from a Lemonwood tree and a Ngaio tree to demonstrate how similar these types of tree looked.

The Chair responded that the matter of the Standen's trees was before the courts at present and it was not appropriate for the Board to comment. With regards the service requests, the Chair and the Chief Executive had both asked Mr Cooper to initiate these and the Chair said that records reflected that Mr Cooper's service requests had been followed up by staff.

The Chair thanked Mr Cooper.

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WCB 14/03/030

DISCUSSION : TRAFFIC ISSUES ON ELIZABETH STREET

The Chair welcomed Senior Sergeant Anita Dixon of NZ Police, who had now taken over as the Officer in Charge of Kapiti Police. A presentation document outlining policing activity statistics in the Kapiti region was distributed to members of the Board.

Senior Sergeant Dixon discussed the document, pointing out that overall crime in the Kapiti region had decreased and that crime was 27% down across the whole of the Wellington region. The Police were about to begin a media drive to remind people to be vigilant with securing their premises.

There was a high flow of traffic through the Kapiti region and Senior Sergeant Dixon was in charge of road policing. At present they were targeting red light runners, speed on Te Moana Road (and roads in Waikanae in general) and the State Highway.

The Chair commented that members of the public in Waikanae were very interested in the speed enforcement of Te Moana Road and Elizabeth Street.

Senior Sergeant Dixon stated that they had been actively targeting Te Moana Road, but would also put in a tasking to monitor Elizabeth Street.

Mr Westbury advised that a recent burglary of drugs from a local pharmacy took three weeks to be responded to by the Police. Also there was an issue with a hole in a wall at the Hotel carpark which he would appreciate the Police talking to the wall's owners about.

Senior Sergeant Dixon was unsure as to the reason behind this delay, but would follow-up. She would also get the community constable to follow-up on the wall matter.

Mr Gregory asked that access to security footage taken around the Waikanae precinct area be more available to local businesses.

The Chair agreed to meet with Senior Sergeant Dixon to discuss this matter further. He thanked Senior Sergeant Dixon for her attendance at the meeting.

WCB 14/03/031

PRESENTATION: WAIKANAЕ TOWN CENTRE

The Chair welcomed Phil Stroud of KCDC and Phil Gurnsey of Beca Ltd.

A presentation was given on the initial proposed planning for the Waikanae Town Centre upgrade, along with the other three workstreams of; an upgrade to Kapiti Road, the Paraparaumu Town Centre upgrade and the revocation of State Highway One (SH1), all of which had come about as a consequence of the new Expressway being built through the Kapiti region. This projects aim was to produce concepts that could be used to develop an affordable implementation plan that would be used for the next Long Term Plan.

Between now and until the end of 2014, the Council would be actively seeking community feedback. As part of this, a Community Engagement Plan would be drafted and Mr Stroud asked how the Board would like to be involved in this process. This Plan would proceed out to public consultation over the next 6-8 months.

A previous review of the Waikanae Town Centre undertaken in 2007, outlined enhancements requested by the Community as; providing and enhancing good pedestrian access, relocating bus stops and enhancing access to the Railway station.

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The SH1 revocation agreement signed in 2012 with NZTA outlined a workstream of narrower carriageways, good on-road and off-road cycleways, and improvement of the pedestrian crossing to the Railway Station.

Mr Stroud stressed the programme was all about meeting the needs and ensuring the support of the local community. The vision for Waikanae was a welcoming Town Centre that met future needs.

Mrs Prvanov questioned if there was a possibility of an underpass to the Waikanae Railway station and Mr Stroud advised that this was considered when SH1 was still being used as the main highway. However, if it was identified through the process of public consultation it would come down to affordability.

Cr Lloyd asked if the Regional Council would be contacted with regards the provision of more parking for commuters and Mr Stroud advised that the Regional Council (along with Kiwi Rail) had been identified as key stakeholders in the process and they would be contacted.

Cr Lloyd queried what the budget was currently for the Council's portion and what was NZTAs.

Mr Stroud advised that the current Long Term Plan provision for the Town Centres was around \$36 million. The costing developed by NZTA re the SH1 revocation was around \$21 million. NZTA funds the upgrade of the carriageways, the Council shares the cost of the cycleways and landscaping costs were covered by the Council. The budget for the Waikanae Town Centre portion would become apparent as costings were developed as part of the project.

Cr Lloyd asked what the definition of the Town Centre area was and it was advised that the Town Centre project included the public land that Council could have input into. From Elizabeth Street this included halls, gardens, then across to New World, down to Ngaio Road, across to Marae Lane, down to Te Moana Road then back to Elizabeth Street. The NZTA's influence relating to the SH1 revocation was from Peka Peka to Poplar Avenue.

The Chair clarified that the first step would be community engagement. By August/September the community vision would be clarified, and this would feed into the costings in the Long Term Plan next year around March/April.

Cr Lloyd expressed a concern that if the Government decided to tighten purse strings at some stage in the future, the funding for the Town Centre or revocation work might be less and the Community would end up paying more. Mr Stroud advised that he had been in discussions with NZTA over this issue and they gave no indication that this would be a reality.

The Chair invited the Board to respond to how they would like to be involved in this project and Members agreed they would like an on-going briefing process where they met regularly at a time to suit all and were able to have input.

The Chair would discuss the process with Wayne Maxwell, but requested the draft Community Engagement Plan be circulated to Members for their comment and input.

The Chair thanked Phil Gurnsey and Phil Stroud for their presentation and thanked the Mayor for his attendance as he left the meeting at that point.

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**WCB 14/03/032
PUBLIC SPEAKING TIME FOR GRANTS**

Marie Blackford

Marie Blackford spoke about her request for assistance for the Waikanae Community Patrol. The Patrol had received awards as well as developed a Community Patrol programme that had been adopted nationally.

Ms Blackford had concerns with pot-holes in the road down the back of Frater Lane and the Chair would follow-up on a service request that had been initiated to fill-in these holes.

The Patrol would be running a promotion with Menzshed for people to donate a gold coin and had their car number plates screwed in with screws that could not be undone.

The Chair thanked Mrs Blackford and congratulated the Waikanae Community Patrol on receiving awards.

Mr Westbury re-iterated his request with regards the footage from cameras around the Waikanae Town Centre.

Ms Blackford would meet with Senior Sergeant Dixon and the Chair to look at the films and local crime figures. The Patrol would also be advertising for members of the public to man these local cameras.

Gordon Cameron

Mr Cameron spoke to his application for funding to assist with marketing costs for the Waikanae Easter Market.

Mr Gregory asked if the Corflute boards could be re-used? He also thanked Mr Cameron for his assistance with this community project.

Mr Cameron advised that as the text could be overlaid the board could be re-used.

Peter Blackler

Mr Blackler of Menzshed Kapiti spoke to the Board with regards to his application for funds as a contingency to funding for the Menzshed conference, which he sent in February.

As a result of the success of the event and the large number of registrations and also donations, he was pleased to inform the Board that the Menzshed made a surplus and as such they did not require the \$500 applied for.

The Menzshed project was going extremely well with 30 men attending most Tuesday, Thursday mornings. Mr Blackler had a meeting with Council staff on Tuesday 25 March, with regards the Menzshed's purpose.

The Chair acknowledged that the purpose of the Menzshed was as a community facility and he would discuss this further with the Group Manager Community Services.

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WCB 14/03/033

CONFIRMATION OF MINUTES: 11 FEBRUARY 2014

MOVED (Westbury/Prvanov)

That the minutes of the Waikanae Community Board meeting held on 11 February 2014 be approved and adopted as a true and correct record of that meeting.

CARRIED

The Minutes of the Waikanae Community Board meeting of 11 February were considered. Mr Westbury requested an alteration to paragraph 6 on page 2.

Amendment was agreed to read: Members raised the issue of gravel extraction and the impact of the proposed footprint of the stopbank.

The Chair had requested that members receive a copy of the draft minutes to edit and/or agree to prior to each Board meeting.

WCB 14/03/034

MATTERS UNDER ACTION

Wayne Maxwell, Group Manager Corporate Services provided an update.

Pharazyn Reserve Management Plan

Sarah Polaschek had been appointed as a facilitator for this review and had begun to contact members and other stakeholders with regards to potential dates for the next meeting of the panel. Potential dates being 29 April or 1 May. The Chair would confirm the date.

Waikane Town Centre

This was discussed earlier with a presentation by Mr Phil Stroud, KCDC.

Waikanae Beach Action Group request for support

The Chief Executive updated the members on the outcome process at the meeting of 11 February 2014. The Chair commented that he had requested that stakeholders be kept abreast of developments, so they were not lost in the Waikanae Beach Community Outcomes process.

WCB 14/04/035

MATTERS ARISING

The Chair advised that all previous matters, noted in those minutes to be actioned had been followed-up so there were no matters arising.

Board members noted progress to date.

The Chair remarked that a recent email had informed that the pedestrian shelter was still another two months away, even though progress had been assured as sooner.

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**WCB 14/04/036
CHAIRMAN'S CALENDAR**

The Chairman reported on his appointments from 13 February to 20 March 2014.

MOVED (Scott/Lloyd)

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| 13 February | Beach FM WCB Radio Programme |
| 17 February | Victor Weggery Park upgrade – advice to WCB |
| 18 February | Attendance at Paraparaumu/Raumati Community Board meeting |
| 20 February | Beach FM WCB Radio Programme |
| 25 February | Article for Victor Weggery Park upgrade |
| 27 February | Beach FM WCB radio Programme |
| 4 March | Annual Plan Workshop KCDC 10am |
| 4 March | Meeting - Wayne Maxwell & Strategic Plan Facilitator |
| 6 March | Briefing at KCDC 8am |
| 6 March | KCDC and presentation to Harold Thomas |
| Leave 7 - 13 March | (Radio Programme undertaken by Deputy Chair) |
| 14 March | Meeting - Wayne Maxwell & Staff for agenda WCB |
| 17 March | Meeting with Mayor, Chief Executive and James Westbury |
| 18 March | Attendance at Ōtaki Community Board Meeting |
| 20 March | KCDC to adopt Annual Plan |
| 20 March | Briefing with the Facilitator for Strategic Planning Day |
| 20 March | Beach FM WCB Radio Programme |

CARRIED

**WCB 14/04/037
MEMBERS' BUSINESS**

- a) Public Speaking Time Oral Submissions – Responses
Responses to oral submissions were given during the public speaking session.
- b) Leave of Absence

MOVED (Scott/Gregory)

That the Waikanae Community Board grants Michael Scott leave of absence from 15 to 25 May 2014.

CARRIED

- c) Matters of an Urgent Nature
There were none.
- d) Declarations of Interest
Mr Westbury declared a possible conflict of interest as he and his wife were supporting the Easter Market.

The Chair thanked Mr Westbury for raising the issue and advised that there was no conflict of interest and Mr Westbury could participate in the meeting.

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WCB 14/04/038

CONSIDERATION OF APPLICATIONS FOR FUNDING (CORP-14-1091)

The Chair spoke to the report. He also advised that staff had included in the 25 March Agenda a comprehensive paper of previous applications for funding and the grants awarded.

MOVED (Lloyd/Prvanov)

That the Waikanae Community Board grants the Local Business Group a promotion fund grant of \$1,165.00 to assist with printing and advertising costs for the Waikanae Easter Market to be held in 1 April 2014.

CARRIED

Mr Westbury commented that the Local Business Group was seeking to become more formalised by becoming an incorporated society to ensure its ongoing viability. The Chair noted that the Coast Access radio station manager was also involved in the market and that he had spoken to him regarding a non-profit organisation doing events in Waikanae.

The application for funding from Mr Peter Blacker of Menzshed had been withdrawn as noted during public speaking time for grants.

MOVED (Prvanov\Westbury)

That the Waikanae Community Board grants the Waikanae Community Patrol a promotion fund grant of \$1,002.02 to assist with sending two of their members to attend the Community Patrols of New Zealand National Training Seminar in Nelson 27 to 28 June 2014.

CARRIED

WCB 14/04/039

SUBMISSION TO COUNCIL – DRAFT 2014/15 ANNUAL PLAN (SP-14-1091)

MOVED (Lloyd/Westbury)

That the Waikanae Community Board in relation to the Draft 2014/15 Annual Plan resolves to approve the development of a draft submission for circulation and comment by Board Members, and final sign-off by the Chair and Deputy Chair of the Board by 28 April 2014; at the next scheduled Board meeting record in the minutes the making of the submission.

CARRIED

The Chair requested that Board Members be provided with hardcopies of the two volume draft Annual Plan.

The submission needed to be finalised by the 28 April. In the week of 14 to 17 April (pre Easter), a forum for community consultation with the public should be arranged. This would be best set up as a Workshop with a room arranged with stands and staff members and community board members attending. The 14 April had already been set aside for the Waikanae Community Board Strategic Planning day (from 10am – 5pm) so a date that best suited would be 15-17 April, starting at 7.30pm and finishing at 9pm. From the results of the feedback, the Waikanae Community Board could decide on the main themes of their submission.

It was agreed that the Chair would draft the submission and circulate to Board Members for comment following the public consultation before 28 April deadline.

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**WCB 14/03/040
GENERAL BUSINESS**

- Mrs Prvanov commented on her attendance at a course for recertification as a hearing commissioner. Cr Lloyd was a current hearing commissioner and was also doing a Chairs course.
- The Chair welcomed Councillor Lloyd back.
- Councillor Lloyd advised that he had placed a service request for the residents of Kohekohe street who were concerned about the damage to trees due to the recent road surface resealing. Also the quality of the tarseal was questionable as the stone chips were not settling. He requested the Chair take the matter up with the Group Manager Infrastructure Services.
- Mr Gregory tabled the Minutes of the recent NZTA (M2PP) Community Liaison Group of which he was a member. He drew the Board's attention to activities planned by NZTA of which there were concerns around pedestrian safety, due to increased large truck movements. He was reassured by NZTA that a Traffic Management Plan would take this into consideration. The link to the M2PP electronic website was <http://www.nzta.govt.nz/projects/mackays-to-peka-peka/newsletters.html>.
- The Mackays to Peka Peka Alliance had extended an invitation to the Waikanae Community Board which could be arranged for after April.

The Chair declared the meeting closed at 9.27pm.

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Chairperson

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Date