

MINUTES	MEETING HELD ON	TIME
WAIKANAĒ COMMUNITY BOARD	TUESDAY, 8 NOVEMBER 2016	7.30PM

MINUTES of a six-weekly meeting of the Waikanae Community Board held at the **Waikanae Community Centre**, Utauta Street, Waikanae on **Tuesday, 8 November 2016**, commencing at **7.30pm**.

PRESENT: Mrs J Prvanov Chair
 Mr J Westbury Deputy Chair
 Mr T Begovich
 Mr J Seamark
 Cr M Scott

IN ATTENDANCE: Mr W Maxwell Group Manager Corporate Services
 Mrs J Nock Executive Secretary, Corporate Services
 Ms V Starbuck-Maffey Democracy Services Manager

Wayne Maxwell, Group Manager Corporate Service, as the Chief Executive's nominee, welcomed everyone to the first meeting of this 2016-2019 triennium and declared the meeting open.

WCB 16/11/001

Community Board Members (including the Ward Councillor) make their declarations of office

All Community Board Members and the Ward Councillor spoke their declarations of office and signed the appropriate declaration, which were witnessed by the Chief Executive's nominee (Mr Maxwell).

WCB 16/11/002

Explanation of Relevant Legislation Affecting Elected Members – 2016-2019 Triennium (Corp-16-2027)

Mr Maxwell read out a general explanation on laws affecting the Members.

MOVED (M Scott/Prvanov)

That Waikanae Community Board Members of the 2016-2019 Triennium note the general explanation of legislation provided by the Chief Executive's nominee pursuant to Section 21 of Schedule 7, Local Government Act 2002.

CARRIED

WCB 16/11/003

Election of Chair and Deputy Chair of the Community Board 2016-2019 Triennium (Corp-16-2028)

Ms Starbuck-Maffey spoke to the report.

MOVED (M Scott/Prvanov)

That the Waikanae Community Board adopts System B as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Board's Chair and Deputy Chair for the 2016-2019 Triennium.

CARRIED

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Mr Maxwell called for nominations for Board Chair.

MOVED (Westbury/Seamark)

Mr Westbury nominated Jocelyn Prvanov as Chair.

There were no other nominations so Jocelyn Prvanov was declared Board Chair.

CARRIED

MOVED (Prvanov/Begovich)

Mrs Prvanov nominated James Westbury as Deputy Chair.

There were no other nominations so James Westbury was declared Deputy Chair.

CARRIED

Mrs Prvanov chaired the meeting from this point and welcomed everyone to the meeting including Cr David Scott, Cr Angela Buswell, Regional Cr Penny Gaylor and Paraparaumu/Raumati Community Board Members Jonny Best and Bernie Randall.

The Chair acknowledged the hard work carried out by Council staff who were involved in the Election process.

WCB 16/11/004

Apologies

There were no apologies from Board Members.

Apologies from Mayor Gurunathan and Deputy Mayor Cr Janet Holborow were noted.

WCB 16/11/005

PUBLIC SPEAKING TIME (grants)

Age Concern

Dermot Whelan, on behalf of Age Concern, spoke to their application asking for help to fund their "2016 Kapiti Elder Person of the Year" Award.

Waikanae Swimming Club

Carla Pilaar, on behalf of the Waikanae Swimming Club, spoke to their application asking for help with costs to train four coaches to ensure they were up to date on current practices.

Lions Club of Waikanae

Rob Thornton, on behalf of the Lions Club of Waikanae, spoke about the help they needed to cover the hall hire costs of the Waikanae Community Centre to hold their charity luncheon on 3 December 2016.

PUBLIC SPEAKING TIME (other issues)

Norma McCallum

Ms McCallum, on behalf of Keep Waikanae Beautiful, spoke about tagging around the Waikanae area, requesting help from the Waikanae Community Board to help alleviate the problem (paper was tabled).

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Sue Lusk

Ms Lusk, on behalf of Destination Waikanae, acknowledged the hard work of Ms McCallum and Keep Waikanae Beautiful and reiterated that a solution needed to be found to help alleviate the tagging problem. Destination Waikanae would be happy to meet with Council staff to discuss the possibility of a community programme to target tagging.

Mr Maxwell explained there was a clean-up kit available from the Council but there were too many health and safety risks involved in volunteers helping the Council. It was difficult and could be costly for the Council to intervene on private properties and regulatory guidelines would need to be looked at. There would be a number of issues that would need to be considered and a brainstorming session with Council staff was a good place to start.

The Chair agreed to an offline session with Board Members to discuss this matter further.

Kapiti Cycling

Mr Lynn Sleath, spoke on behalf of Kapiti Cycling and their focus on a safer cycling route north of Peka Peka and encouraged everyone to 'get out on bikes', a flyer was tabled giving details of their Club.

Mr John Baldwin spoke about its objectives as a cycling advocacy group and requested support from the Waikanae Community Board to ensure cycleways were fit for purpose.

The Chair agreed to an offline meeting to discuss their concerns in more detail.

Jonny Best

Mr Best, Member of the Paraparaumu/Raumati Community Board, spoke about the Community Liaison Group, as part of the Expressway Alliance Group and encouraged a Board Member to join their group as a representative of the Puriri Neighbourhood Impact Forum (NIF) (paper was tabled). If Board Members had any questions Mr Best was happy to help.

WCB 16/11/006

MEMBERS BUSINESS

(a) Public Speaking Responses

All public speakers had been responded to at the time of speaking.

(b) Leave of Absence

There was no leave of absence.

Ms Prvanov explained the details around the necessity of Board Members announcing any leave of absence.

(c) Matters of an Urgent Nature

Waikanae Police Base

Mr Westbury requested further discussions to explore alternative venues following the closure of the Police Base in Waikanae.

The Chair agreed to an offline meeting to discuss this issue further and requested it be added to matters under action.

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(d) Declarations of Interest

Jeremy Seamark declared an interest in the Lions Club of Waikanae.

Mr Maxwell advised that as per Standing Orders 3.14.10 Mr Seamark's interest 'was in common with the public' so there was no conflict of interest and he could participate in the discussion.

WCB 16/11/007

External Appointments of Community Board Members

Ms Starbuck-Maffey spoke to the report.

MOVED (M Scott/Westbury)

That the Waikanae Community Board appoints:

- (a) to the Grants Allocation Committee (Waste Levy Grants Programme) Board member Jeremy Seamark**

CARRIED

MOVED (M Scott/Seamark)

- (b) to the Pharazyn Reserve Focus Group, Board Members Jocelyn Prvanov and James Westbury**

CARRIED

MOVED (M Scott/Westbury)

- (c) to the NZTA Community Liaison Group (Northern Project Area) Board Member Tonchi Begovich.**

CARRIED

MOVED (M Scott/Seamark)

- (d) to the NZTA Neighbourhood Impact Forum Group Board Member Tonchi Begovich.**

CARRIED

WCB 16/11/008

Delegations for Community Boards – 2016-2019 Triennium (Corp-16-2029)

Ms Starbuck-Maffey spoke to the report.

MOVED (Westbury/M Scott)

That the Waikanae Community Board notes that the Council adopted the Governance Delegations for Community Boards (referred to as part D) on 26 October 2016 as at (Appendix 1 of Corp-16-2029)

CARRIED

Cr M Scott added a brief summary of the discussions that had took place at Council with regard to the changes to Governance Structure and Delegations.

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Attendance to Committee meetings was agreed and was clarified that Board Members had speaking rights but would not be allowed to vote.

Council meeting – Jocelyn Prvanov
 Operations and Finance – Tonchi Begovich
 Strategy and Policy – Jeremy Seamark
 Audit & Risk – James Westbury

WCB 16/11/009

Community Board Remuneration 2016-2019 Triennium (Corp-16-2031)

Ms Starbuck-Maffey spoke to the report.

MOVED (Seamark/M Scott)

That the Waikanae Community Board notes the information on Board remuneration in report Corp-16-2031.

CARRIED

WCB 16/11/010

Draft Calendar of Meetings of the Waikanae Community Board 2017 (Corp-16-2032)

Ms Starbuck-Maffey spoke to the report.

MOVED (M Scott/Westbury)

That the Waikanae Community Board adopts the schedule for its meetings in 2017 as set out in Appendix 2 of report Corp-16-2032.

CARRIED

Board Members agreed to hold regular offline meetings and would also look at different venues to hold future Board meetings.

Mr Maxwell clarified there would not be Council staff support for their offline meetings and if staff support was required then this would need to go to Council for their consideration.

WCB 16/11/011

Consideration of Applications for Funding (Corp-16-2044)

MOVED (M Scott/Westbury)

The Waikanae Community Board grants Age Concern a discretionary grant of \$500 plus GST to help fund their “2016 Kapiti Elder Person of the Year” Award.

CARRIED

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MOVED (M Scott/Seamark)

The Waikanae Community Board grants the Waikanae Swimming Club a discretionary grant of \$500 to help with costs to train four coaches to ensure they are up to date on current practices.

CARRIED

MOVED (Seamark/M Scott)

The Waikanae Community Board grants Holly Darton a discretionary grant of \$100 to help with costs to travel to the NZ Scout Jamboree in Blenheim during 28 Dec-7 Jan 2017.

CARRIED

MOVED (M Scott/Westbury)

The Waikanae Community Board grants the Lions Club of Waikanae a discretionary grant of \$232.20 plus GST to cover the hall hire costs of the Waikanae Community Centre to hold their charity luncheon on 3 December 2016.

CARRIED

MOVED (Prvanov/Begovich)

The Waikanae Community Board grants the Wellington SPCA a discretionary grant of \$500 plus GST to help with funding to provide a 4-6 week low cost animal desexing programme to the Kāpiti Coast.

CARRIED

A Division was called:

For the motion: James Westbury, Tonchi Begovich and Jocelyn Prvanov

Against the motion: Jeremy Seamark and Cr M Scott

MOVED (M Scott/Begovich)

The Waikanae Community Board declined the Waikanae Croquet Club. It was noted that the Club should engage with the Council, as owner of the Club.

CARRIED

MOVED (M Scott/Westbury)

The Waikanae Community Board agrees to transfer \$1,832.20 from the Waikanae Promotional Fund to the Discretionary Grants Fund to cover the shortfall.

CARRIED

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WCB 16/11/012

Matters Under Action

Mr Maxwell spoke to the paper.

Waikanae Park & Ride Car Park

Due to the unforeseen problems, work would not be completed until late February/early March and the partial opening of some car parks around the Christmas period realistically may not happen. Council would continue to work through options with Greater Wellington Regional Council.

With the escalating costs to Greater Wellington Regional Council, due to the unforeseen delays with the construction of the park and ride car park, the Board was concerned that additional costs would impact on any of their projects around Waikanae. Mr Maxwell would liaise with Greater Wellington Regional Council and report back to the Board.

Mr Maxwell assured Board Members that Council was working collectively and cooperatively with Greater Wellington Regional Council to reach a successful outcome.

Waikanae Town Centre Car Parking (IS-16-1925)

At the 21 June 2016 Waikanae Community Board meeting it was agreed that the proposed changes to the car parking layout and restrictions around Mahara Place be completed in conjunction with Greater Wellington Regional Council's completion of the Park and Ride car park.

Due to the park and ride facility not being open for a number of months it was recommended that the changes be installed at the beginning of December.

Board Members requested a copy of Report IS-16-1925 before they made a decision.

It was confirmed that, if Board Members agreed to bring forward the change in process around Mahara Place, a communication programme would be put in place to ensure the community was informed.

Welcome to Waikanae Sign

It was clarified that NZ Rail would want to charge a rental if the Welcome to Waikanae Sign was to be erected at the same location as the current sign. Therefore appropriate Council-owned sites were being looked at and options would be given to Board Members for their consideration.

It was advised that the land the original Waikanae sign sits on was given to the railway by the people of Waikanae at the time of its construction and this would be mentioned during discussions.

Pehi Kupa Street

Consultation around parking in this area was continuing. Some yellow lines have already been put in place.

Gardens around Memorial Hall

It was confirmed that Greater Wellington Regional Council did monitor the area but did not have a maintenance programme. Board Members were advised to report to the Council if they required any work to be carried out.

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Expressway

It was commented there had been recent changes to traffic at the Te Moana intersection but these changes are not being included in the Express Lane Bulletin. Mr Maxwell would liaise with the Expressway Alliance about this.

Disabled parking spot outside The Pantry

A request had been made for a disabled parking space outside The Pantry on Omaha Street. Council's Traffic Engineer is consulting with the owner and surrounding businesses and would report back to the Board.

Parking Issues around Rymans

Board Members requested a timeframe on the installation of broken yellow lines on the corners of Parata Street and Mahia Lane and this would be looked into.

Board Members were assured that Council was working closely with Rymans to improve the parking problems.

The Chair requested an offline meeting to discuss this issue in more detail.

Cleaning up/painting of Waikanae Bridge

It was advised that Council continue to advocate the cleaning of the bridge and abutments.

Matters Under Action

It was agreed to remove the following matters under action:

43 Te Moana Road, Waikanae; and
Market in Mahara Place.

The Chair commented that during their offline meetings, the Board would look at the matters under action in more detail.

The Waikanae Community Board meeting closed at 9.20pm

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Chairperson

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Date