

MINUTES	MEETING HELD ON	TIME
<b>PARAPARAUMU/RAUMATI COMMUNITY BOARD</b>	<b>TUESDAY, 10 DECEMBER 2013</b>	<b>7PM</b>

MINUTES of the six-weekly meeting of the **Paraparaumu/Raumati Community Board** held at the Kapiti Community Centre, 15 Ngahina Street, Paraparaumu on **Tuesday, 10 December 2013** commencing at 7pm.

PRESENT:           Mr        J    Best  
                       Ms        D    Morris-Travers  
                       Mrs      K    Spiers  
                       Ms        F    Vining  
                       Cr        M    Bell  
                       Cr        K    Gurunathan

IN ATTENDANCE:  Ms        T    Evans           (Group Manager Community Services)  
                       Ms        T    Ferry           (Executive Secretary Community Services)

Ms Tamsin Evans, Group Manager Community Services, welcomed everyone and declared the meeting open.

**PRCB 13/12/001  
 ELECTION OF CHAIR AND DEPUTY CHAIR FOR THE PARAPARAUMU-RAUMATI  
 COMMUNITY BOARD 2013-2016 TRIENNIUM (CORP-13-1073)**

Ms Evans called for nominations for Chair.

MOVED (Spiers)

That Mr Jonny Best be nominated as Chair.

The motion lapsed for want of a seconder.

**MOVED (Morris-Travers/Bell)**

**That Ms Fiona Vining be nominated as Chair.**

**There were no other nominations so Ms Vining was declared Chair.**

Ms Vining chaired the meeting from this point.

Ms Vining called for nominations for Deputy Chair.

**MOVED (Spiers/Morris-Travers)**

**That Mr Jonny Best be nominated as Deputy Chair.**

**There were no other nominations so Mr Best was declared Deputy Chair.**

**PRCB 13/12/002  
 LEGISLATION AFFECTING ELECTED MEMBERS (CORP-13-1074)**

Ms Evans spoke to this report, explaining the Chief Executive is required to advise Elected Members of legislation affecting their roles.

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**MOVED (Spiers/Bell)**

That the Paraparaumu-Raumati Community Board members note the general explanation by the Chief Executive's nominee of laws affecting them pursuant to Schedule 7, Clause 21 of the Local Government Act 2002; that they abide by the provisions of those laws and that they familiarise themselves with the contents of the "Guidance for members of local authorities about the law on conflicts of interest" by the Office of the Auditor General and the "Elected Members' Governance Handbook" by Local Government New Zealand.

**CARRIED**

**PRCB 13/12/003**

**CONFIRMATION OF STANDING ORDERS FOR THE PARAPARAUMU-RAUMATI COMMUNITY BOARD FOR THE 2013-2016 TRIENNIUM (CORP-13-1075)**

Ms Evans spoke to this report, explaining that Standing Orders are the rules that govern conduct of meetings.

**MOVED (Spiers/Bell)**

That, for the conduct of its meetings in the 2013-2016 Triennium, the Paraparaumu-Raumati Community Board notes the application of NZS 9202:2003 A1 'Model Standing Orders for Meetings of Local Authorities and Community Boards' including the additional clauses listed in Appendix 1 and the amended clauses as at Appendix 2 of report Corp-13-1075.

**CARRIED**

**PRCB 13/12/004**

**APOLOGIES**

There were none.

**PRCB 13/12/005**

**PRESENTATION BY YOUTH COUNCIL**

Representatives of the Kāpiti Coast Youth Council spoke of the role of the Youth Council, the Youth 2U Action Plan, projects for 2014 and the need for a Youth Centre within the District (paper was tabled).

The Chair thanked the Youth Council for their attendance and asked that the Board be kept apprised of progress.

The Deputy Chair acknowledged Mayor Church, Cr Holborow, Cr Scott, Mr Michael Scott (Chair, Waikanae Community Board) and Regional Councillor Nigel Wilson, and the Chair welcomed them to the meeting.

**PRCB 13/12/006**

**PUBLIC SPEAKING TIME**

Mr Bernie Randall spoke on behalf of Annie Harper who requested that the Community Board sets up a Pool Users Group, to provide feedback and suggestions to the Council on the services and facilities provided at the Coastlands Aquatic Centre. He proposed the following resolution:

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*“That the Paraparaumu-Raumati Community Board supports a commitment to forming a pool users group for the Coastlands Aquatic Centre and that representatives from swimming club, masters, surf life saving, young families, aquafit, disabled and other interested groups be invited to join such a group to ensure that feedback and suggestions are reported back to the community board. That the Paraparaumu-Raumati Community board requests that the Kāpiti Coast District Council fully supports the above motion”.*

Mr Bernie Randall then spoke about roading matters and traffic congestion, particularly on Kapiti Road, Arawhata Drive, Milne Drive and Realm Drive. He proposed the following resolution:

*“This Community Board requests a presentation from Council staff on the plans to relieve traffic congestion along Kapiti Road and issues facing Realm Drive and that staff be requested to engage in dialogue and gather feedback from the community on all roading issues within the Paraparaumu-Raumati Community Board boundary. That the Paraparaumu-Raumati Community Board requests that the Kāpiti Coast District Council fully supports the above motion”.*

Ms Karen Whibley spoke about the Expressway and various conditions for the residents of Makarini and adjacent streets. She was interested in how this Community Board can represent those residents being impacted by the major infrastructure development in the district over the next few years. She asked that the Community Board be represented on the Neighbourhood Impact Forum; the Chair confirmed appointments to external organisations was an item on the agenda for tonight’s meeting.

Ms Linda Schager supported what Ms Whibley had said.

Ms Shelley Tomlinson spoke to the application from the Light House Trust for funds to have seat harnesses installed in their vans. She explained they receive Oscar funding from the Ministry of Social Development, but that funding only covers day to day costs. She also explained that funding was allocated once a year (for a three year period) and there was no opportunity to apply for further funding once the allocations had been made.

*Mayor Church left the meeting at 7.43pm*

Ms Tina Simcock spoke to the application from Kapiti Coast Rugby League Inc for funds to assist with the cost of hiring fields for the 2013 Tag Season. She explained the “Tag” code had been introduced to keep the team and whanau together over the summer. She said they had six teams and there was interest in increasing the numbers significantly, she also confirmed the teams were open to the public.

Ms Sadie Stewart spoke to the application from the Diesel Club for funds to assist with the costs of setting up the club. She explained the club provides a place for dyslexic children, their parents and siblings to gather and network. The club also provides a library service and afternoon tea for attendees. She said feedback from attendees had been very positive, as this was an opportunity for dyslexic children (and their families) to get to know each other and raise their confidence. She said it was the only such support group in the area.

Mr Dean Hapeta spoke to his application for funds to assist with the cost of holding two ‘Reggae on the Beach’ events in Raumati, in January 2014. He explained they would be daytime events, the locations were yet to be confirmed and would be done so after he had discussed with Council. He was keen to encourage attendance at these events and would be promoting them by way of posters in shop windows, via Facebook, radio and local newspapers.

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Ms Jacinta Beckley spoke to her application for funds to assist with the cost of attending the NZ U20 Women's Basketball Championships in Perth, in February 2014. She confirmed she had been doing other fundraising such as car washes, quiz nights etc.

Ms Maureen Jones spoke to the application from Our Lady of Kapiti Parish Events for funds to assist with the cost of holding the fundraising luncheon at Southwards Car Museum, in December 2013. She said this was the second time they had held such an event, last year the funds raised were distributed to needy children in the district by way of vouchers from local retailers. Recipients were chosen via Richard Campbell, the former principal of Paraparaumu College. Through his networks he knows the families and the recipients are chosen confidentially.

Ms Mandy Evans and Ms Vanessa Shaw spoke to the application from Parkinsons Society Kapiti/Horowhenua Inc for funds to assist with administration costs of the Society's local office. They said membership numbers continue to increase, which means operating costs are also increasing. They have moved office premises to reduce their rent expense, and do a lot of other fundraising.

Ms Amanda Dickson spoke to the application from the Kapiti Women's Community Choir for funds to assist with the cost of hall hire at the Kapiti Uniting Church Hall in Raumati Beach. She said the choir now had around 30 regular members and their hall hire cost had gone up 22% this year.

#### **PRCB 13/12/006**

#### **CONSIDERATION OF APPLICATIONS FOR FUNDING (FIN-13-1032)**

Mrs Spiers declared an interest in the application from Our Lady of Kapiti Parish Events.

#### **MOVED (Vining/Spiers)**

**That the Paraparaumu-Raumati Community Board defers consideration of the application from Confidence 4 Kids Limited, until further information is provided about precisely what is delivered in the Kapiti area.**

**CARRIED**

#### **MOVED (Bell/Spiers)**

**That the Paraparaumu-Raumati Community Board grants the Light House Family Trust a grant of \$500 to assist with the costs of having seat harnesses installed in their Light House vans.**

**CARRIED**

#### **MOVED (Spiers/Bell)**

**That the Paraparaumu-Raumati Community Board grants Kapiti Coast Rugby League (2004) Inc a grant of \$500 to assist with the cost of hiring fields for the 2013 Tag Season.**

**CARRIED**

#### **MOVED (Gurunathan/Spiers)**

**That the Paraparaumu-Raumati Community Board grants Sadie Stuart a grant of \$500 to assist with costs associated with the setting up of the Diesel Club.**

**CARRIED**

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**MOVED (Best/Bell)**

**That the Paraparaumu-Raumati Community Board grants Dean Hapeta a grant of \$250 to assist with costs associated with holding the 'Reggae on the Beach' events in Raumati, in January 2014.**

**CARRIED**

Mr Bell stated Mr Hapeta must ensure the event meets all Council requirements.

**MOVED (Spiers/Gurunathan)**

**That the Paraparaumu-Raumati Community Board grants Jacinta Beckley a grant of \$500 to assist with costs associated with attending the NZ U20 Women's Basketball Championships in Perth, in February 2014.**

Mr Bell suggested the Board consider granting smaller sums to individuals than to groups.

**MOVED (Best/Bell)**

**That the above motion be amended so the Paraparaumu-Raumati Community Board grants Jacinta Beckley a grant of \$250 to assist with costs associated with attending the NZ U20 Women's Basketball Championships in Perth, in February 2014.**

Mrs Spiers withdrew her original motion, and the amendment became the substantive motion.

**MOVED (Best/Bell)**

**That the Paraparaumu-Raumati Community Board grants Jacinta Beckley a grant of \$250 to assist with costs associated with attending the NZ U20 Women's Basketball Championships in Perth, in February 2014.**

**CARRIED**

**MOVED (Bell/Morris-Travers)**

**That the Paraparaumu-Raumati Community Board grants Our Lady of Kapiti Parish Events a grant of \$500 to assist with costs associated with holding the fundraising luncheon at Southwards Car Museum, in December 2013.**

**CARRIED**

Board members expressed an interest in understanding the circumstances of the recipients of the proceeds, and how the money is distributed, and looks forward to receiving that information via the accountability report.

**MOVED (Best/Spiers)**

**That the Paraparaumu-Raumati Community Board grants Parkinson's Society Kapiti Horowhenua Inc a grant of \$500 to assist with administration costs of the Society's local office.**

**CARRIED**

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**MOVED (Gurunathan/Bell)**

**That the Paraparaumu-Raumati Community Board grants the Kapiti Women's Community Choir a grant of \$500 for the purpose of remission of hall hire costs for the Kapiti Uniting Church Hall in Raumati Beach.**

**CARRIED**

Mr Best referred to a previous Board request for information from the Management Committee of the Kapiti Community Centre, regarding the recent increase in rent charges. It was acknowledged this report had been received and circulated to previous Board members. The Board Secretary was requested to circulate the report to the new Board members and the item be added to the agenda for consideration at the next Paraparaumu-Raumati Board Meeting.

**PRCB 13/12/007  
MEMBERS' BUSINESS**

**(a) Public Speaking Time Oral Submissions – Responses**

*Proposed motion re Pool Users Group*

It was acknowledged that there was merit in the idea of different pool users understanding the concerns and needs of other pool users; the question was whether the PRCB formed or facilitated the Pool Users Group as requested. Ms Evans confirmed the Aquatic Facilities staff already had relationships with key stakeholders, including regular users and higher-needs user groups. She said a wider consultative group could be an option, and suggested the Board request Council staff look to see if this could be organised. With regard to suggestions re levels of service, Ms Evans suggested the most appropriate channel for the Board to make suggestions was via the Annual Plan process.

It was requested that a report on a Pool Users Group be brought to the next meeting. This was added to the Matters Under Action.

It was suggested a workshop be held on how the Community Board should make submissions to the Annual Plan process, and how to help the Board elicit the community's wishes in this regard.

*Proposed motion re Traffic Congestion*

Ms Evans advised a mobile speed monitor is to be installed at Realm Drive this week, which should have a traffic calming effect. A full report is to come to the Community Board meeting early in 2014, providing an understanding of the traffic issues and options re traffic management. Regarding traffic congestion on Kapiti Road, Ms Evans said this was part of significant town planning to be done in 2014, including revocation plans for State Highway 1 once it becomes a local road, and work around the Paraparaumu Town Centre. She confirmed concept plans were being drafted for Kapiti Road and its intersections, and that reports would be brought to Council and the Community Board in stages throughout the year. It was acknowledged that road safety issues were a concern for this community. The Board would be discussing its priorities in the New Year, and this would likely be a key priority.

*Expressway*

The Chair confirmed Board members were interested in being on the Neighbourhood Impact Fora, and these roles would be confirmed later in the meeting.

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**(b) Leave of Absence.**

There was no leave of absence.

**(c) Matters of an Urgent Nature.**

There were no matters of an urgent nature.

**(d) Declaration of Interest Relating to Items on the Agenda.**

The Chair acknowledged Mrs Spiers' earlier declaration of interest regarding the grant application from Our Lady of Kapiti Parish Events. There were no other declarations of interest.

**(e) Matters Under Action**

Ms Evans spoke to this report:

*Raumati Pool consultation* – information was being provided from the architects today, which would be included in a briefing to Council. This will include concepts of how the interior space might be used.

*Light pollution from The Drive on Kotuku Park* – the matter is complete. Staff to check the resident who raised the issue has been informed.

*Tui Sculpture* – a recent Environment and Community Development Committee meeting had considered a report to set up a Public Art Panel. The future of the Tui Sculpture would be determined by this panel. It was requested that if any funds were raised from the disposal of the sculpture, those funds contribute to a replacement art work. The Chair agreed to discuss with the panel once it was established.

*Plans for the Raumati Beach boat launching ramp* – Ms Evans to follow up.

*Awatea Lakes* – Protocols have been put in place around noise and management of the boating club activity, and a staff member is monitoring the activity.

*Leinster Avenue Playground* – Ms Evans will follow up re a response from NZTA.

*Appointments to the Southern Community Liaison Group* – is on tonight's agenda for discussion.

*Parking around Iver Trask Place* – New parking restrictions have been in place since 1 November 2013, with approximately 90 tickets issued to date. The system will be reviewed in six to 12 months.

*Traffic flow-one-way systems* – Ms Evans to obtain an update.

*Matai Road industrial area* – in the last year enforcement action has increased, with the issue now being better managed. A watching brief will be kept. Yellow 'no stopping' lines are to be applied as part of the summer resealing and road marking programme.

*Raumati South Residents Association requests* – the Board requested the completed item be removed from current Matters Under Action, and an update on the remaining items be brought to the next Board meeting.

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*Raumati Railway Station* – the Chief Executive and the Mayor spoke to the Chair and CEO of Greater Wellington Regional Council. Representatives from GWRC are to attend the PRCB meeting of 18 February 2014; representatives of the Raumati Station Action Group also to be invited.

*Expressway interchanges* – Council will be receiving a briefing next week from the Expressway Alliance design team, on the design of the bridges.

*Raumati Beach Town Centre Upgrade* – Significant work has been completed in the area e.g. stormwater, undergrounding of cables, acquisition of car park land and upgrade of Marine Gardens. Council's priorities are now around the Paraparaumu and Waikanae town centre upgrades.

*Toilet in northern entrance of QE Park* – Ms Evans to follow up.

*Kāpiti Island Customised Departure Facility* – the feasibility study had been completed and would be reported back to the Environment and Community Development Committee meeting early in 2014.

*Guardians of Kāpiti Island/Reinstating the Kāpiti Marine Reserve Committee* – this is ongoing. The proposed high level public lecture series had become a summer lecture series, due to the local elections.

*Community Response Plan* – these processes are successfully being rolled out through the District, led by the Wellington Regional Emergency Management Office (WREMO). The Paraparaumu-Raumati plan is likely to start in approximately April 2014.

*Signage Audit* – signage is broadly governed through the District Plan. With that under review, there will be clarity re issues to be addressed. Ms Evans to check whether an audit is to be done.

Ms Evans also to follow up regarding the bicycle rack at Paraparaumu Beach, which was to come up for review after 12 months.

*Mr Michael Scott left the meeting at 9.07pm.*

#### **PRCB 13/12/007**

#### **COMMUNITY BOARD APPOINTMENTS TO EXTERNAL ORGANISATIONS (CORP-13-1078)**

Ms Evans spoke to this report, and suggested adding extra categories to cover appointments to the two Neighbourhood Impact Focus Liaison Groups.

#### **MOVED (Gurunathan/Bell)**

**That the Paraparaumu-Raumati Community Board makes the following appointments for the 2013-2016 Triennium:**

- (a) the appointment of Fiona Vining and Deborah Morris-Travers as alternate to the Grants Allocation Subcommittee in respect of Waste Levy grants;**
- (b) the appointment of Jonny Best and Fiona Vining as alternate to the Expressway Community Liaison Group;**
- (c) the appointment of Deborah Morris-Travers and Fiona Vining as alternate to the Kapiti Island Nature Lodge Monitoring Committee;**



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- (d) the appointment of Jonny Best and Kathy Spiers as alternate to the Kapiti Coast Aircraft Noise Community Liaison Group;
- (e) the appointment of Kathy Spiers and Deborah Morris-Travers as alternate to the Leinster Avenue Neighbourhood Impact Focus Liaison Group; and
- (f) the appointment of Deborah Morris-Travers and Kathy Spiers as alternate to the Makarini Street Neighbourhood Impact Focus Liaison Group.

**CARRIED**

**PRCB 13/12/008**

**DELEGATIONS FOR COMMUNITY BOARDS 2013-2016 TRIENNIUM (CORP-13-1076)**

**MOVED (Spiers/Gurunathan)**

That the Paraparaumu-Raumati Community Board notes that the Council adopted the Governance Structure and Associated Delegations for Community Boards (referred to as Part D) on 7 November 2013 (Appendix 1 of Corp-13-1076).

**CARRIED**

**PRCB 13/12/009**

**ELECTED MEMBER REMUNERATION**

**MOVED (Gurunathan/Bell)**

That the Paraparaumu-Raumati Community Board notes the information on Board remuneration in report Corp-13-1077.

**CARRIED**

**PRCB 13/12/110**

**CALENDAR OF PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETINGS 2014**

It was noted a correction to this report was necessary.

**MOVED (Spiers/Bell)**

That the Paraparaumu-Raumati Community Board adopts the meeting dates for 2014 as set out in Appendix 2 of report Corp-13-1079, with the correction that the first meeting date is 18 February 2014, not 28 January 2014.

**CARRIED**

The meeting closed at 8.45pm.

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*Chairperson*

.....  
*Date*