

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
WAIKANAE COMMUNITY BOARD MEETING
HELD AT THE WAIKANAE COMMUNITY CENTRE, UTAUTA STREET, WAIKANAE
ON TUESDAY, 17 SEPTEMBER 2019 AT 7.00PM**

PRESENT: Ms Jocelyn Prvanov, Mr James Westbury, Cr Michael Scott

IN ATTENDANCE: James Jefferson (Mr), Tracey Waye (Ms), Glen O'Connor (Mr), Michelle Parnell (Ms), Leanna Hill (Ms), Constable Brett Polglase and Sergeant Yvette McKelvie

APOLOGIES: Mr Tonchi Begovich, Mr Jeremy Seamark

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

The Chair welcomed everyone present to the last Waikanae Community Board meeting of the current triennium and declared the meeting open.

2 APOLOGIES

The apologies of Mayor K Gurunathan were noted.

APOLOGY

COMMITTEE RESOLUTION 2019/1

Moved: Cr Michael Scott

Seconder: Mr James Westbury

That the apologies received from Mr Tonchi Begovich and Mr Jeremy Seamark be accepted.

CARRIED

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were none.

4 PUBLIC SPEAKING TIME

Mr Simon Read spoke to the grant application from the NZ Camellia Society, Kapiti Branch, for funds to assist with the cost of running the 2019 Camellia Show, from 16-17 August, at the Waikanae Community Centre.

Ms Justina Hart-Scott spoke to the grant application from the Waikanae Under 12 Wolves, for funds to assist with the cost for the team to compete at the NZ Junior Rugby Festival, being held in Taupo in September 2019.

Ms Wendy Bennett spoke to the grant application from Information Waikanae, for funds to assist with the cost of setting up an information centre following the closure of the Waikanae Library Service Centre in December 2019.

Mr Richard Campbell spoke to the grant application from the Rotary Club of Waikanae, for funds to assist with the cost of sending two students from Waikanae (Paige Cull and Livia Muller-Blood) to the Rotary National Science and Technology Forum, being held in Auckland in January 2020.

Mr Fernando Figuero spoke to his grant application for funds to assist with the cost of running the Kapiti Coast Latin America and Spain Film Festival, being held in Ōtaki in October 2019.

Mr Rangi Esson spoke to the grant applications from the Wellington Hutt Valley Boxing Association Inc for funds to assist with the costs of holding the Wellington Amateur Boxing Championships, held in Waikanae on 17 August 2019.

Ms Helen Guthrie spoke to the grant application from the Waikanae Bowling Club, for funds to assist with the cost of replacing rink markers and numbers, to create a safer playing environment for club members.

5 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – none were required
- (b) Leave of Absence – none was requested
- (c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting) – no matters were advised
- (d) Community Board Members' Activities – the Chair invited Board members to share highlights of their recent activities:
 - Cr Scott advised that at the Audit & Risk Committee meeting held on 12 September 2019, in its Annual Report to be adopted next week the Council will declare an operational surplus for the second time in two years and for the first time since 2013 will present a balanced budget
 - The Chair sat on the decision panel for the Community Awards, and Mr Westbury attended the awards dinner – the Waikanae area received two awards, one to Sue Lusk and the other to the Waikanae River Restoration Group

6 REPORTS

6.1 WAIKANAЕ TRANSPOWER CONDUCTOR REPLACEMENT PROJECT

Ms Selina Corby and Mr Jonathan Mason from Transpower New Zealand Ltd spoke to the report, which was taken as read, and gave a Powerpoint presentation.

There was discussion about Transpower's Community Care Fund and the types of projects it supports; Ms Corby invited people to contact her directly for further information.

Key messages were that when work on the project begins there will be a noticeable increase in activity, publicity and personnel on site and a Transpower liaison person will be based at the sports buildings in Waikanae Park.

When asked about their previous visit to the Board discussing maintenance of trees in Waikanae Park below the power lines Ms Corby and Mr Mason confirmed there had been conversations with the Council regarding this but an agreed work programme was yet to be finalised. Mr Jefferson agreed to follow up.

The Chair thanked Ms Corby and Mr Mason for attending the meeting and welcomed the consultation they had carried out in preparation for doing this work .

COMMITTEE RESOLUTION 2019/2

Moved: Cr Michael Scott
 Seconder: Mr James Westbury

That the Waikanae Community Board notes the information in the report "Waikanae Transpower Project" presented to the Community Board meeting of 17 September 2019.

CARRIED

6.2 TOWN CENTRE ACCESS AND SAFETY – WAIKANAĒ

Mr Glen O'Connor, Access and Transport Manager, spoke to this item. The report was taken as read and Mr O'Connor answered questions from Board members. He confirmed key stakeholders to be interviewed included Community Board members, Greater Wellington Regional Council and local business owners. Questions would include consideration of the overall strategy for the Waikanae Town Centre, parking issues, possible works to be undertaken by GWRC etc. He confirmed the scope of the study was not yet confirmed and that the results would feed into the traffic bylaw process.

COMMITTEE RESOLUTION 2019/3

Moved: Cr Michael Scott
 Seconder: Mr James Westbury

That the Waikanae Community Board notes the information in the report "Town Centre Access and Safety – Waikanae" presented to the Community Board meeting of 17 September 2019.

CARRIED

6.3 UPDATE ON WAIKANAĒ LIBRARY PROJECT

Ms Michelle Parnell, Infrastructure Programme Delivery Manager, spoke to this item. The report was taken as read and Ms Parnell answered questions from Board members. Mr Jefferson advised he had commissioned a piece of work looking at the future use of libraries and the development of a library strategy.

The Board agreed that successful libraries these days have multiple purposes. They requested that they be kept up-to-date with progress, but noted the timetable appeared unobtainable and there was no funding stream. .

COMMITTEE RESOLUTION 2019/4

Moved: Cr Michael Scott
 Seconder: Mr James Westbury

That the Waikanae Community Board notes the information in the report "Update on Waikanae Library Project" presented to the Community Board meeting of 17 September 2019.

CARRIED

6.4 CONSIDERATION OF APPLICATIONS FOR FUNDING

Board members considered the applications in the report "Consideration of Applications for Funding".

COMMITTEE RESOLUTION 2019/5

Moved: Mr James Westbury
 Seconder: Cr Michael Scott

Discretionary Fund

That the Waikanae Community Board grants Fernando Figueroa a Discretionary Fund grant of \$500 to assist with the cost of running the Kapiti Coast Latin America and Spain Film Festival.

CARRIED

COMMITTEE RESOLUTION 2019/6

Moved: Cr Michael Scott
 Seconded: Mr James Westbury

Discretionary Fund

That the Waikanae Community Board grants the NZ Camellia Society, Kapiti Branch, a Discretionary Fund grant of \$250 to assist with the cost of running the 2019 Camellia Show, from 16-17 August 2019.

CARRIED

COMMITTEE RESOLUTION 2019/7

Moved: Cr Michael Scott
 Seconded: Ms Jocelyn Prvanov

Discretionary Fund

That the Waikanae Community Board declines the grant application from Our Lady of Kapiti Ecology, Justice and Peace Group for funds to assist with the cost of the Benefit Impact Project.

CARRIED

COMMITTEE RESOLUTION 2019/8

Moved: Cr Michael Scott
 Seconded: Mr James Westbury

Discretionary Fund

That Council staff provide to the Waikanae Arts and Crafts Society information about Transpower's Community Care Fund and that the grant application from the Waikanae Arts and Crafts Society for funds to assist with the cost of installing a disabled access toilet and a storage/cleaning equipment cupboard in the Society's clubrooms be left to lie on the table for consideration at the next Waikanae Community Board meeting, depending on the outcome of the application to Transpower.

CARRIED

COMMITTEE RESOLUTION 2019/9

Moved: Mr James Westbury
 Seconded: Cr Michael Scott

Discretionary Fund

That the Waikanae Community Board grants the Waikanae Under 12 Wolves a Discretionary Fund grant of \$500 to assist with the cost for the team to compete at the NZ Junior Rugby Festival, being held in Taupo in September 2019.

CARRIED

COMMITTEE RESOLUTION 2019/10

Moved: Cr Michael Scott
 Seconded: Mr James Westbury

Discretionary Fund

That the Waikanae Community Board grants the Wellington Hutt Valley Boxing Association Inc a Discretionary Fund grant of \$500 to assist with the cost of providing trophies and medals for the Wellington Amateur Boxing Championships, held in Waikanae on 17 August 2019.

CARRIED

COMMITTEE RESOLUTION 2019/11

Moved: Mr James Westbury
 Seconded: Ms Jocelyn Prvanov

Promotion Fund

That the Waikanae Community Board grants Information Waikanae a Promotion Fund grant of \$1,200 to assist with the cost of setting up an information centre following the closure of the Waikanae Library Service Centre in December 2018.

CARRIED

COMMITTEE RESOLUTION 2019/12

Moved: Cr Michael Scott
 Seconded: Mr James Westbury

Promotion Fund

That Council staff provide to the Waikanae Bowling Club information about Transpower's Community Care Fund and that the grant application from the Waikanae Bowling Club for funds to assist with the cost of replacing rink markers and numbers be left to lie on the table for consideration at the next Waikanae Community Board meeting, depending on the outcome of the application to Transpower.

CARRIED

COMMITTEE RESOLUTION 2019/13

Moved: Mr James Westbury
 Seconded: Ms Jocelyn Prvanov

Promotion Fund

That the Waikanae Community Board grants the Wellington Hutt Valley Boxing Association a Promotion Fund grant of \$500 to assist with the cost of hiring the Waikanae Memorial Hall, including the sound system, for the Wellington Amateur Boxing Championships, held in Waikanae on 17 August 2019.

CARRIED

There was discussion about whether the Wellington Hutt Valley Boxing Association Inc could apply for two applications at the same time, one from the Discretionary Fund and the other from the Waikanae Promotions Fund. The Chair noted that a similar situation had arisen earlier in the year and that both of those applications had been successful. Council staff will check the grant criteria to determine whether two applications from the same applicant within a year are able to be considered or whether it was at the discretion of the Board.

COMMITTEE RESOLUTION 2019/14

Moved: Mr James Westbury

Seconder: Cr Michael Scott

Promotion Fund

That the Waikanae Community Board grants Tara Fitzgerald a Promotion Fund grant of \$500 to assist with the cost of attending the Ollerup gymnastics school in Denmark, from January – June 2020.

CARRIED

COMMITTEE RESOLUTION 2019/15

Moved: Cr Michael Scott

Seconder: Mr James Westbury

Discretionary Fund

That the Waikanae Community Board grants the Rotary Club of Waikanae a Discretionary Fund grant of \$500 to assist with the cost of sending two students from Waikanae (Paige Cull and Livia Muller-Blood) to the Rotary National Science and Technology Forum, being held in Auckland in January 2020, noting that if only one student attends the money is to be refunded.

CARRIED

6.5 ROAD NAMING - KOHEKOHE DEVELOPMENT - WINARA AVENUE, WAIKANAĒ

COMMITTEE RESOLUTION 2019/16

Moved: Cr Michael Scott

Seconder: Mr James Westbury

That the Waikanae Community Board approves the name Wilson Way for the **New Road 1** shown in Appendix 1 of Report: Road Naming – Kohekohe development – Winara Avenue, Waikanae.

That the Waikanae Community Board approves the name Whio Place for the **New Road 2** shown in Appendix 1 of Report: Road Naming – Kohekohe development – Winara Avenue, Waikanae.

CARRIED

6.6 ROAD NAMING - LUPIN DEVELOPMENTS - 104 PAETAWA ROAD, PEKA PEKA

COMMITTEE RESOLUTION 2019/17

Moved: Ms Jocelyn Prvanov

Seconder: Cr Michael Scott

That the Waikanae Community Board approves the name Arapipi Way for the **New Road** shown in Appendix 1 of the Report: 104 Paetawa Road – Subdivision Location Map

CARRIED

7 UPDATES

7.1 VERBAL UPDATE - KĀPITI COMMUNITY CONSTABLE

Constable Brett Polglase and Sergeant Yvette McKelvie attended the meeting and spoke to this item. Sgt McKelvie advised they had looked at the concerns raised by the Board regarding police visibility in the area, and have done some work around that. Cst Polglase, who has main responsibility in the Waikanae area, has been more active in the area since the concerns were raised. He is carrying out foot patrols at least three times a week; front line response staff have also been tasked with foot patrols, and there are always mobile patrols driving through.

They are looking at potential spaces for police to hold visits/meetings with the public. The library place is considered unsuitable for an extended visit and they have not yet identified an alternative. They are visiting local businesses and last week carried out a crime prevention survey with 38 businesses. Most businesses said there were no problems and the police are working individually with those businesses who have reported thefts, to offer crime prevention advice. Police noted it was important that businesses formally report incidents even if there may not be enough evidence to support a prosecution.

Skateboarding in Mahara Place has been raised as an issue and the police will work with those caught and the Council to see what can be done to discourage this.

The Waikanae community is lucky to have a visible and supportive community patrol, who are now spending time doing day time patrols.

It was noted that the marked police car park space is now being used by the general public, and Board members asked whether it was intended that this be repainted. Mr Jefferson agreed that this would be looked into by Council staff.

Board members asked questions of Sgt McKelvie and Cst Polglase, and stated they felt more regular visibility was needed. An increase to daily patrols would be ideal. Board members also expressed disappointment at the lack of progress in identifying a location for a police presence.

The Chair thanked Sgt McKelvie and Cst Polglase for attending the meeting, noting that the police and the Community Board needed to work together to investigate ways to increase police profile.

7.2 ECONOMIC DEVELOPMENT STRATEGY REFRESH

Ms Leanna Hill, Senior Economic Development Advisor, talked to a high level presentation on the Economic Development Strategy refresh, and sought feedback from Board members. She advised that the strategy was intended to be finalised in February 2020, with implementation in March 2020, but the document was not yet available for review. It was noted that the strategy applies districtwide, and that some of the options will affect each community differently.

Ms Hill took questions from Board members and invited them to provide feedback to either herself or to Mr Jefferson, before 11 October 2019.

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES - 18 JUNE 2019

COMMITTEE RESOLUTION 2019/18

Moved: Mr James Westbury

Seconder: Ms Jocelyn Prvanov

That the minutes of the Waikanae Community Board meeting dated 18 June 2019 be accepted as a true and accurate record.

CARRIED

9 MATTERS UNDER ACTION

Board Members discussed matters under action and noted progress to date; comments were made on the following items:

- It was noted that the "Signage Audit" item has been on the register for a long time – Council staff were asked to ensure a full update was available at the next Board meeting
- With regard to the item about the Transpower Community Care fund, Board members felt it could be an opportunity for Council and Transpower to work together on specific projects in Waikanae. It was requested that the next Community Board be made aware of the fund and the suggestion.


Board members requested that the item "Waikanae Library Project" be added to the Matters Under Action register, in order that they receive regular updates.

The Chair thanked Board members and the Ward Councillor for their contributions over the last three years, and also thanked Council staff who have provided support.

The Waikanae Community Board meeting closed at 9.23pm.



Jocelyn Prvanov
 CHAIRPERSON



Wayne Maxwell
 CHIEF EXECUTIVE