

MINUTES	MEETING HELD ON	TIME
<b>PARAPARAUMU/RAUMATI COMMUNITY BOARD</b>	<b>TUESDAY, 16 SEPTEMBER 2014</b>	<b>7.00 PM</b>

MINUTES of the six-weekly meeting of the **Paraparaumu/Raumati Community Board** held at the Kapiti Community Centre, 15 Ngahina Street, Paraparaumu on 16 September 2014 commencing at 7.00pm.

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

IN ATTENDANCE: Ms T Evans Group Manager Community Services  
Ms J Hewitt Senior Advisor, Strategic Projects  
Mr N Mourie Leisure and Open Space Planner  
Mr S Dray Management Advisor, Wellington Regional  
Emergency Management Office (WREMO)  
Miss A McLaughlin Democratic Services Advisor

APOLOGIES Cr K Gurunathan

The Chair welcomed everyone present. The meeting was declared open.

PRCB 14/09/077

#### **APOLOGIES**

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

**That the Paraparaumu/Raumati Community Board accepts the apology of Cr K. Gurunathan.**

##### **CARRIED**

Apologies from the Mayor and Cr David Scott were noted.

PRCB 14/09/078

#### **DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Interest declared in Grant Application from Presentation Sisters (Kathy Spiers).  
Interest declared in Grant Application from Kapiti Coast United (Fiona Vining).  
Interest declared in Grant Application from Paraparaumu School (Deborah Morris-Travers).

PRCB 14/09/079

#### **PUBLIC SPEAKING TIME – GRANT APPLICANTS**

##### Paraparaumu Primary School – 125<sup>th</sup> anniversary planning group

Ms Rebecca Morley, Co-Chair of the 125<sup>th</sup> anniversary organisation committee said they are requesting funding to cover the cost of a liquor license for the 125 year anniversary of Paraparaumu Primary School evening function and possible advertising.

In response to questions, the following points were made:

- The school had contacted Kapiti Observer and Kapiti News to run ads for next 4-6 weeks. Kapiti News have come to the party and giving them a very good deal.

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- They had approached a couple of businesses for sponsorship. Since the fire, they felt they didn't want to approach them directly due to the overwhelming generosity of the community.

#### Josh Whyte

Mr John Michael spoke to this application as Josh is currently training in Germany. Josh Whyte is seeking funding to assist with travel costs to the Junior World Speed Skating Championships in Argentina on 5-16 November 2014.

In response to questions, the following points were made:

- Josh lives in Manly Street, Paraparaumu.
- From Germany, Josh will be heading back to New Zealand arriving approximately 25 November.
- There were no facilities locally – have to travel to Hutt Valley and Palmerston North two-three times a week to train.
- There were up to 20 young local children who attended training sessions.

#### Presentation Sisters

Mr Bevin is seeking funding to cover the cost of hiring the Paraparaumu Memorial Hall for the Mission Gala and Garage Sale and for overnight security.

In response to questions, it was clarified that the hall hire used to be free – for some years they had not received any funding.

#### Peter Michael

Mr John Michael spoke to this application. Mr Michael is seeking funding to assist with his son's travel costs to the Senior World Speed Skating Championships in Argentina from 5-16 November. Peter will be defending his current world title and world record.

In response to questions, the following points were made:

- Peter is involved in working with young children and trains with them at Waikanae School.
- Hard battle to get media coverage in New Zealand with no funding. Had given free link to TV1 and TV3.

#### Kapiti Primary School

Mr Pembroke Chambers, Deputy Principal, spoke to this application. Mr Chambers is seeking funding for the cost of hiring a cherry-picker for the local Kapa Haka Festival which is being held at El Rancho in Waikanae.

In response to questions, the following points were made:

- Everyone is welcome to attend the Festival.
- The Waikanae Community Board are supporting the Festival as well.

Mr Chambers wanted to congratulate Peter Michael for his recent accomplishments as a world champion. Mr Michael would provide his contact details for when Peter returns to Kapiti to visit the school.

#### Mary Potter Hospice

The committee is seeking funding to assist with costs related to the Mary Potter Hospice Strawberry Festival annual event, towards traffic management.

In response to questions, the following points were made:

- The funding in this calendar year has to be spent now. They had no control over this and it is all done through the Head Office.
- 7,000 people attended last year – marketed event locally and up to Palmerston North.

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Kapiti Coast Rugby League Club

Mr Terry Kopu spoke to this application. He is looking for funding to contribute towards the upcoming Kapti Tag Season – specifically field hire.

In response to a question, it was clarified that there were 14 players on a team.

Ms Deb Donnelly

Ms Donnelly is seeking funding to assist with costs of attending the 9<sup>th</sup> International Shibori Symposium in China from 30 October – 5 November, where she has been invited to present a paper on flax fibres and contemporary textile arts. She passed around some samples of her work.

In response to questions, the following points were made:

- To benefit the Community, Ms Donnelly does talks and presentations and has a studio in Rimu Road, also posting on Facebook.
- On return from the Symposium, she would love to run a workshop and the Board approved this intention.

PRCB 14/09/080

**CONSIDERATION OF APPLICATIONS FOR FUNDING (CS-14-1159)**

**MOVED (Spiers/Bell)**

**That the Paraparaumu/Raumati Community Board grants Paraparaumu Primary School – 125<sup>th</sup> anniversary planning group \$500 to cover the cost of a liquor license for the 125 year anniversary of Paraparaumu Primary School evening function and possible advertising.**

**CARRIED**

**MOVED (Spiers/Best)**

**That the Paraparaumu/Raumati Community Board grants Josh Whyte \$500 funding to assist with travel costs to the Junior World Speed Skating Championships in Argentina.**

**CARRIED**

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

**That the Paraparaumu/Raumati Community Board grants Presentation Sisters \$284.40 funding to cover the cost of hiring the Paraparaumu Memorial Hall for the Mission Gala and Garage Sale.**

**CARRIED**

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

**That the Paraparaumu/Raumati Community Board grants Peter Michael \$500 funding to assist with travel costs to the Senior World Speed Skating Championships in Argentina.**

**CARRIED**

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**MOVED (Best/Spiers)**

That the Paraparaumu/Raumati Community Board grants Kapiti Primary School \$310 funding to cover the cost of hiring a scissor lift for the local Kapa Haka Festival which is being held at El Rancho in Waikanae.

**CARRIED**

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

That the Paraparaumu/Raumati Community Board grants Mary Potter Hospice \$500 funding to assist with costs related to the Mary Potter Hospice Strawberry Festival towards traffic management plan.

**CARRIED**

**MOVED (Spiers/Bell)**

That the Paraparaumu/Raumati Community Board grants Kapiti Coast Rugby League Club \$500 funding to contribute towards the upcoming Kapiti Tag Season. There was an appropriate gap between seasons.

**CARRIED**

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

That the Paraparaumu/Raumati Community Board grants Deb Donnelly \$500 to assist with costs for attending the International Shibori Symposium in China.

**CARRIED**

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

That the Paraparaumu/Raumati Community Board decline the application from Sean Kelly for \$500 to contribute to costs associated with the use of Weka Park over Summer for football.

**CARRIED**

PRCB 14/09/081

#### **PUBLIC SPEAKING TIME**

Mr Bill Jenner spoke on behalf of the Kapiti Boating Club (KBC) on the executive committee. He read out a statement about the Kāpiti Island Gateway proposal. He said:

- He was concerned with recent publicity about the Kāpiti Island Gateway (KIG)
- It is only a concept at this point and the recent publicity in the local newspapers is premature
- No finance has been committed to the project

The reality is that there must be adequate funding in place before there is any public commentary.

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Major stakeholders are still considering options and had not indicated their agreement. KBC is a major stakeholder.

The KBC has been established since 1957. KBC has an asset (the Club's building) valued at \$1.3m with just under 400 financial members who are like shareholders and who all should share the decisions about anything affecting the Club including consideration of KIG. KBC is a major stakeholder and an integral part of the local community.

The Club committee is currently studying their options in the Kāpiti Island Gateway Feasibility study and will relay its views to other parties. Any consideration of future Gateways needs to be sensible and affordable. The Club is likely to look at the reduced version (Option 4) not Option 1, the \$14.8m option that would require 'replacement' of their building, which they have not been consulted on.

The Club was supportive of the principle of a gateway to Kapiti Island and has already accommodated the Kapiti Island concessionaires but there is no space within the building for other things, including consideration of relocating the i-SITE/Visitor information.

He did not think KIG Option 1 will happen and the club is unlikely to support it. It would not support relocation of visitor services into the building. The i-SITE should be nearby in the local community - Paraparaumu Beach location adjacent to the shops.

The former Commodore had been part of the group that was involved in the KIG feasibility but had not been consulted. He did not believe there would be sufficient return on investment to justify the community considering Option 1. The Gateway was a good idea but there was no room in the current building. The members will convey to Council how a Gateway might be done. They are not against the proposal but it needs to be sensible, adequate for requirements and within the finance available.

PRCB 14/09/082

#### **PUBLIC SPEAKING TIME ORAL SUBMISSIONS – RESPONSES**

The Board said they would relay Mr Jenner's remarks to Council staff and seek to discuss the matter directly with KBC.

PRCB 14/09/083

#### **UPDATE – EXPRESSWAY (MACKAYS TO PEKA PEKA)**

Ms Felicity Glenie, Southern Zone Manager, gave a powerpoint presentation showing slides on the progress in pre-cast near Ōtaki, swale and paving test near Otaihanga Road, preparation for stone columns and site-clearance at Kapiti Road, searching for grey ducks at Wharemauku Stream (potentially nesting), pre-loading peat at Poplar Avenue, consultation on landscaping plans, site clearance on Leinster, and pre-load area on Poplar Avenue.

In response to questions, the following points were made:

- details of finalising road design should be completed March/April next year
- the Alliance would consult on landscaping as they went through for sign-off
- tree retention areas where they can maintain trees within designation
- the Neighbourhood Impact Forum gets regular updates and with monthly newsletters for local residents
- residents on boundaries are door knocked to keep the residents informed
- properties can be surveyed to ensure they are in compliance and have done necessary consultation where they are affecting residents.

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Mr Best stated that CLG is on track and that Wendy Turvey, Social Impact Advisor, is working on social effects and a report will be ready for the next CLG meeting in a couple of week's time.

PRCB 14/09/084  
**LEAVE OF ABSENCE**

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

**That leave of absence be granted to Ms Kathy Spiers for the period 17 October – 7 November 2014 inclusive.**

**CARRIED**

PRCB 14/09/085  
**MATTERS OF AN URGENT NATURE**

There were no matters of an urgent nature.

PRCB 14/09/086  
**COMMUNITY RESPONSE PLANS FOR THE PARAPARAUMU & RAUMATI / RAUMATI SOUTH COMMUNITIES (CS-14-1313)**

Mr Scott Dray, Management Advisor, Wellington Regional Emergency Management Office (WREMO), spoke to his report. WREMO looks after Civil Defence in the Wellington region working with Councils and communities and at household/business/ neighbourhood levels, targeting leaders in local communities to increase skill base and connections. The Community Response Plan is a critical part of what WREMO does.

In response to questions, the following points were made:

- round one is to develop the Community Response Plan
- Ōtaki is in review stage and coming back to look at procedures in reshaping the plan, modifying it and introducing new stakeholders
- Waikanae Community Response Plan has been signed off by the Mayor
- The Plan looks at improving ways for community buy-in including: Waikanae setting up Facebook page; household emergency water tanks being sold through community; Menzshed saw an opportunity to assist with installing tanks; very good buy-in for people coming in to the stakeholder group.
- Dividing the plans into two areas, Paraparaumu and Raumati/Raumati South, allows it to be local.
- Key stakeholders will be identified and then put the plan together for them to implement and review in 12-24 months.
- Separate areas will also make it more localised.

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

**That the Community Board agrees to separate the Paraparaumu/Raumati Ward into two separate Community Response Plan processes.**

**CARRIED**

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

That the Community Board agrees to run the Paraparaumu Community Response Plan first, followed by the Raumati/Raumati South Plan in the New Year.

**CARRIED**

**MOVED (Bell/Spiers)**

In the interests of improving community resilience the Paraparaumu/Raumati Community Board agrees to participate and take ownership of the development of the Paraparaumu Community Response Plan by identifying three community board representatives:

1. Cr K. Gurunathan (subject to his agreement)
2. Cr Murray Bell
3. Ms Deborah Morris-Travers

**CARRIED**

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

In the interests of improving community resilience the Paraparaumu/Raumati Community Board agrees to participate and take ownership of the development of the Raumati/Raumati South Community Response Plan by identifying three community board representatives, (noting that this CPR will not start until the New Year):

1. Ms Fiona Vining
2. Mr Jonny Best
3. Ms Kathy Spiers

**CARRIED**

**MOVED (Bell/Spiers)**

To be agreed at the next Community Board meeting under Matters Under Action - that the Community Board agrees to take responsibility for the on-going review of the Plan by identifying someone to hold the Community Board Civil Defence portfolio.

**CARRIED**

**MOVED (Bell/Spiers)**

That the Community Board will lead the review of the Plans 18 months after their completion.

**CARRIED**

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PRCB 14/09/087

### **I-SITE RATIONALISATION (SP-14-1279)**

Ms Jane Hewitt spoke to the report. She had previously briefed the Community Board in April on the Strategic Review of the Visitor Information Network and the Council decision to rationalise the i-SITES this financial year. Since briefing the Board, Council had been briefed in June about setting up a Visitor and Community i-SITE Rationalisation Stakeholder Group. The Group's recommendation will be used to inform the October decision of Council on how it will rationalise the sites. The group had two workshops during July and August.

The group recommended one physical i-SITE was still needed in Kapiti area. They recognised the increasing role of digital information but also recognised the value that people placed on being able to talk with and get recommendations from local experts.

The Stakeholder group was aware of the feasibility study for a Kapiti Island Gateway. They had been advised that it was currently only a feasibility study and no resource or funding commitments had been made by any party. The group felt that such a Gateway could be a visitor attraction in its own right and as such if it proceeded, in the longer term it was the logical place for wider Kāpiti visitor information.

The focus of the group however was rationalising the current sites. Their recommendations were that they could accept the Ōtaki i-SITE closing as it currently operates, if the current money allocated to the site was re-directed to improve how the Kapiti story is told both digitally and through improved displays within current Paraparaumu i-SITE (renamed the Kapiti i-SITE) and some provision was retained for some form of visitor information provision in and around Ōtaki.

In response to questions the following points were made:

- A high percentage of the queries are for community rather than visitor information – for Ōtaki these can be addressed at the Council service centre and absorbed within current budgets. There may be a need for improved signage. Currently they have some visitors already using the libraries because of the free wifi. Library staff however do not have tourism training so cannot provide more detailed advice.
- Staff will continue to work with tourist operators and businesses across Kāpiti about whether they want to carry wider visitor information.
- The Stakeholder Group did consider the option of shutting both i-SITES. They did not recommend it as they saw the continued need for one physical site to provide for visitor needs
- Requirements around i-SITES being open for hours including the weekends. not just for visitors – locals use them too.
- Council is undertaking a larger review of economic development strategy. Tourism is part of that.
- The current i-SITE management contract term finishes on 30 June 2015 – with rights to renew.

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

**That the Paraparaumu/Raumati Community Board supports the advice of the Community and Visitor Stakeholder Group that:**

- **One i-SITE in the district is still needed;**
- **The Ōtaki i-SITE be closed and the current funding be redirected with a portion of the funding being retained for some form of visitor information in Ōtaki and the rest to improving how the Kapiti Story is told both digitally and within the remaining i-SITE (emphasising the story of the individual towns and their identities);**



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- Council issue a request for expressions of interest in the future use of the Old Ōtaki Courthouse building prior to the i-SITE closing; and
- The Board notes this is an interim solution until the completion of the review of the economic development strategy.

**CARRIED**

PRCB 14/09/088

**DRAFT DISTRICT POLICY FOR TREES ON COUNCIL ADMINISTERED LAND  
(CS-14-1301)**

Mr Nathan Mourie, Leisure and Open Space Planner, spoke to his report asking if the Community Board wanted to put forward a submission on the draft policy. This is a policy only for trees on Council administered land – there was no impact on private land or trees on private land. The submission period ends 10 October 2014.

In response to questions the following points were made:

- The berm is on Council land and administered by Council, staff provide a lot of professional advice.
- Had not specifically consulted developers with design of roads.
- Encouraged to keep as many trees as practical on Council administered land.
- Paekākāriki Community Board would make a submission; Ōtaki and Waikanae would not.
- It was thought very few people had raised the issue about trees on Council administered land with the Community Board – Council receives about two calls a day which staff respond to.
- Work will be undertaken on SH1 with planting and preliminary concept designs in the town centres project.
- If trees under electricity wires are on Council land – Council responsibility – if not, Electra will approach tree owner for their decision about how the tree should be treated.

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

**That the Paraparaumu/Raumati Community Board confirms it does not wish to make a submission on the Draft District Policy for Trees on Council Administered Land.**

**CARRIED**

PRCB 14/09/089

**CONFIRMATION OF MINUTES: 5 August 2014**

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

**That the minutes of the Paraparaumu/Raumati Community Board meeting dated 5 August 2014 be approved and adopted as a true and correct record.**

**CARRIED**

*Ms Spiers left the meeting at 9.15 pm and returned at 9.18 pm.*

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PRCB 14/09/090

### **MATTERS UNDER ACTION**

#### Tui Sculpture

Ms Evans had spoken to Catherine Scollay and expected the sale process would start by the end of the month. A (verbal) report would come to the October Community Board meeting.

#### Kiosk

The scaffolding went up Tuesday 16 September. The roofer had been delayed by wet weather and that had slowed progress so work should be completed by November. The structural work was completed and the fire damage sealed. The interior had been lined and under-coated.

Mr Lex Bartlett had spoken to Police who have expressed interest in using Kiosk as long as rent-free. To discuss this issue and the wider process for the use of the kiosk and McLean Park at the next October Community Board meeting.

#### Geese

Council had received a complaint on Tuesday 16 September from residents. Population control had been discussed.

#### Kapiti Pony Club

A meeting took place on Tuesday 16 September at Queen Elizabeth Park which included Ms Vining, Mr Darryl Lew and Mr Lex Bartlett, three representatives from GWRC, three from the Alliance and four from the Pony Club. There were discussions about the time-line for the relocation. Goodmans would be getting rid of the gorse but needed a resource consent and KCDC would expedite that. There are possible issues with the toilets being put in and a resource consent from GWRC would be required. There will be conversations with GWRC and the Pony Club about suitable toilets.

#### Ruapehu Street Road Safety

Officers would provide an update at the next Community Board meeting.

#### Grants criteria

Officers would provide options for reviewing the grants criteria at the next Community Board meeting.

#### Toilet at the northern entrance to Queen Elizabeth Park

The unit has been built and basically needs power and will be operating within the next couple of weeks. A media release will be distributed. Mr Best and Mr Daniell (from the previous Board) would be involved at the opening ceremony.

#### Realm Drive traffic issues

An update would be provided at the Community Board meeting in December.

#### Raumati South traffic calming

There were no further developments at this time.

#### Reserves Fund

No advice had been received about the proceeds of the cutting of the pine trees. The funds can only be spent on reserves and upgrades and would be approximately \$350,000. There will be further discussions with the other Boards on how to use the funds, possibly through the Long Term Plan. Will have an update at the next Community Board meeting.

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PRCB 14/09/091

**GENERAL BUSINESS**

Meeting with Community Constable, Sgt Jackie Muir

Ms Vining and Ms Morris-Travers had attended a two hour meeting with Sgt Muir on Tuesday 16 September to discuss young people's and children's perceptions of Police. Following the recent homicides at Kapiti Lights, the Police would be providing input into the Town Centre Upgrade Project.

There was discussion on tagging and Council by-laws with some fresh tags on Ruapehu Street.

Educating parents and monitoring children's safe use of social media was discussed. There would be wider conversation about what support parents need to keep their children safe. In the libraries they actively monitor the use of Facebook and prevent access by Under-13s. They would be talking with all the Kāpiti school principals on these issues keeping everyone in the loop.

Discussion was raised about whether supermarkets could restrict the hours of selling alcohol.

Local Alcohol Policy

The Board would be invited to provide their views to the process. The Board would consider optimal ways of engaging with their community and would arrange a community meeting to get the word out and for residents to have their say. It was agreed to make this issue a standing item on the agenda and to discuss it at the next meeting. Ms Evans research what was done in the last Triennium.

Long Term Plan

Briefings and workshops with Councillors are due to start next week, through to November. An email had been received from the Mayor seeking input to the early stages of the process and Ms Vining would circulate this to members and collate responses.

Heather Dawson – grant funding

**MOVED (Spiers/Best)**

**That the Paraparaumu/Raumati Community Board notes that Hearing Kapiti had contacted the Board to advise they have changed the exact recipient of the technology they use, and accepts that this is a valid use of the grant money because it is going towards a Kapiti School.**

**CARRIED**

The meeting closed at 9.50 pm.

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*Chairperson*

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*Date*