**Minutes of the CWB Advisory Group Meeting**

**Tuesday 4 February 2025 at 5.00pm**

**Council Offices, 175 Rimu Road, Paraparaumu**

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| Present: | Bruce Henderson (Chair) | Recreational Open Space Representative (Deputy) |
|  | Cr Shelly Warwick |  |
|  | Cr Rob Kofoed |  |
|  | Gwynn Compton | Walkways Representative |
|  | Steve Lewis | Off Road Cycling Representative |
|  | John Taylor | On Road Cycling Representative (Deputy) |
|  | Allison Basire | Walking Representative (Deputy) |
|  | Joanne Dacombe | Accessibility Representative |
|  | Max Lutz | Environmental Care Groups Representative |
|  | Jan Nisbet | Recreational Open Space Representative |
|  | Ruth Halliday | Equestrian Representative |
|  | Kelly Smith | Equestrian Representative (Deputy) |
|  | Adrian McKenzie | On Road Cycling Representative |
|  | Kirsten Slade | Small Wheels Representative |
|  |  | |
|  | Kapiti Coast District Council officers: | |
|  | Cat Wylde | Advisor Recreational Tracks and Trails |
|  | Fraser Miller | Transport Lead – Walking & Cycling |
|  | Bronte Higgs | Manager Tourism Development and Marketing |
|  | Karyn Andreassand | Senior Advisor Business & Investment Facilitation |

1. **Welcome / Apologies**

The Chair welcomed everyone and opened the meeting.

**MOVED (John Taylor / Ruth Halliday)**

**That apologies be accepted from Jenny Glen.**

**CARRIED**

Agenda item 3 was brought forward.

1. **Interest Group Updates**

Small Wheels (Kirsten)

The new skatepark is very popular; Kirsten can attest (by customers coming into her shop) that visitors are coming from all around the Wellington region and beyond.

Older Persons Council (Jenny)

As there was no representative present, there was no update.

Youth Council

As there was no representative present, there was no update.

Environmental Care Groups (Max)

Watching with interest progress on the clip-on being built on the Ōtaki river bridge, which is taking longer than originally thought.

Accessibility (Joanne)

The MSD office has been relocated to Rimu Road, and despite Joanne having met with the architects the required works have not been done so the office remains inaccessible for some users. Works needed include the footpath to the building, a diamond on the road for cars coming off old SH1 indicating that there is a pedestrian crossing there, and tactile dots that signal the end of the crossing. Joanne has followed up with MSD and Coastlands.

A disability expo is coming on 22 March, being held at the Waikanae Memorial Hall. After the meeting Joanne would circulate details.

Open Spaces (Jan)

Paekākāriki and Whareroa have been really busy over the summer. Jan wants to push for better access to back-country walks.

Off Road Cycling (Steve)

Agrees with Jan there are a lot of people out and about in the district, wonders about having more counters on trails? Cat advised there was a counter at Whareroa Farm and one on the Waikanae river trail; they were looking to get more counters this year.

Also agrees with Jan re back-country trails, this is a big part of what the Trails Trust wants to establish.

Noted that there is a lot of blackberry on the trails and felt there should be a coordinated approach to dealing with it. Fraser advised there were a number of stakeholders involved which makes a coordinated approach difficult; he confirmed that blackberry was on Council’s list of noxious plants and it is dealt with on Council-owned land.

The meeting returned to Agenda item 2.

1. **Presentation from KCDC Economic Development Team**

Bronte Higgs, Manager Tourism Development and Marketing, along with Karyn Andreassand, Senior Advisor Business and Investment Facilitation, spoke to this item.

They advised that the Council was refreshing its Economic Development strategy, including priorities and proposed actions, and invited feedback from the group on those actions and measures. The refreshed strategy confirms the focus areas, addresses areas of opportunity, enhances our competitive advantage, introduces the new operating model for the Kotahitanga Board and integrates findings from the Vision Kāpiti/Long-term Plan engagement (i.e. aspirations from the community on what they want to see come from the ED strategy for Kāpiti).

There are three focus areas:

* fostering a resilient Kāpiti Coast economy based on productive and innovative clusters that are environmentally sustainable and future-focused;
* ensuring Kāpiti Coast residents and communities benefit from local training and career opportunities; and
* creating an inclusive community that is recognised as a great and easy place to invest and do business.

Council’s role will be to support and advocate as well as leading some of the proposed actions.

Two websites have been created:

* [www.businesskapiti.co.nz](http://www.businesskapiti.co.nz)
* [www.visitkapiti.co.nz](http://www.visitkapiti.co.nz)

Content is continuously being added and Advisory Group members are welcome to suggest what could be included – contact Bronte at [bronte.higgs@kapiticoast.govt.nz](mailto:bronte.higgs@kapiticoast.govt.nz)

Key discussion points included:

* a side discussion re cycle lanes in Ōtaki
* the importance of businesses recognising the value of the trails in the district and the potential business the trails bring in
* how the Trails Trust links in with the ED strategy
* the Kāpiti Coast Tourism Advisory Board leads the programme of activity re growing and developing visitor experiences, which will include the trails opportunity
* measures used to ensure the Council is putting its money and activities in the right spaces
* we need safe access and parking for all modes of transport (horse, wheelchair, bike, skateboard etc)
* another part of the ED portfolio is **Pakihi Toitu o Kāpiti,** a resource that provides Kāpiti Coast businesses information on all things environmentally sustainable
* recognition of te ao Māori in planning

🡪 **New action item** – Everyone to give thought on how to progress the discussion, and send ideas/suggestions, links to resources etc to Bruce for collating

*Bronte and Karyn left the meeting at 6pm.*

The meeting returned to Agenda item 3.

1. **Interest Group Updates (continued)**

Equestrian (Ruth and Shelly)

There is to be an open day on 16 March at Whareroa – the new track will be formally opened and the whole farm will be open to visitors. Glynn advised the track had already been added to the Wild Things Trail Runners website.

[Wild Things: Everything For Trail Runners](https://www.wildthings.club/)

Ruth also noted that they had made contact with two Councillors at Horowhenua District Council who have agreed they need to talk to Kāpiti and Palmerston North Councils about horse trails.

Shelly referred to *Parahamuti*, a wetland located on a dairy farm in Te Horo. The owners are restoring a section of their land to wetland with the support of Greater Wellington, Ngā Hapū o Ōtaki, Fonterra, and Kāpiti Coast District Council. The owners are keen horse riders and cyclists, and are keen to put trails through the area. Cat confirmed that Council officers were working alongside the owners.

On-road cycling (Adrian and John)

Adrian advised Fraser that when riding across the clip-on over the Waikanae River, some of the screws are sticking up and need attention.

John raised the topic of signage around road sharing, saying the signs need updating and personalising similar to what is seen on state highways.

🡪 **New action item** – John to email Fraser re updating road sharing signage, for Fraser to see what might be able to be done

Bruce referred to a petition received where the person was asking about fixing some of the revocation parts of the M2PP section of the old highway, and whether that could be included in the desire lines conversation. The answer is no because that comes under roading and road safety – so those things are on the project list already.

Walking/running (Gwynn)

Gwynn advised that GWRC a doing a survey of the Waikanae River trail, users’ experience, visitor experience etc. Cat confirmed the people carrying out the survey are engineering students from the US, this is part of a study project they are doing. She confirmed that KCDC would receive a copy of the information that is gathered.

Cat also advised that the gate near Brittons Housemovers, on the south bank of the Waikanae river, has had its lock removed. The gate remains but a key is no longer needed to get through.

Allison referred to access to disabled parking at Marine Gardens. Joanne advised she was meeting with Council staff onsite next week, as there are only two accessible parking spaces. Those spaces are located right outside the old pool, and are often used by staff from the Waterfront. Also only one of the parks has room for a side hoist.

There is also no bike parking in that spot – Cat advised she could set up temporary bike parking while the future use of the building is being confirmed.

1. **Minutes of the Previous Meeting**

**MOVED (Joanne Dacombe / Max Lutz)**

**That the minutes of the Cycleways Walkways Bridleways Advisory Group dated 10 December 2024 be approved as a true and accurate record.**

**CARRIED**

1. **Review of Action Items**

* *M2PP safety audit*

The only issue Bruce has looked at recently is the green bypass from the sign just south of Peka Peka on the old highway where it ducks in behind the big sign. Bruce has written to NZTA asking that it be cleaned up as gravel, glass etc tends to build up. Fraser noted that the roads have now been handed back to KCDC, there is an opportunity for the group to choose what is a priority, advise Fraser and it then goes onto the Pathway Network Plan as a project. This can include signage, kerb build-outs, green markings etc.

🡪 **Action item** – John and Adrian to keep working on the list of items that can potentially be addressed

* *Blue Bluffs*   
    
  The contractors have been signed up to clear the slip and work is scheduled to be completed by May
* *Toilets at Clifden Cottage*

There has been no movement from NZTA; their only commitment is to weatherproof the building. The only way forward is that suggestions for the cottage could be made via KCDC’s annual plan. It was also noted that it looks as if someone is “squatting” at the cottage.

🡪 **Action item** – Bruce to follow up with NZTA

* *Trails Trust*

Setup is ongoing, bank accounts are set up and charitable status is being sought. Janice has been working on the P to P section but it is complex due to the multiple agencies involved.

Word from “on high” is that funding for recreation – and specifically cycling – is to be negated however the Trust believes they have enough leverage to keep the work going.

Other activities under way include the Lanes Flat area which was the staging area for works on Transmission Gully – the Trails Trust is offering a solution so NZTA don’t have to spend a lot of money turning the area back into a swamp. The other area is Paekākāriki Hill Road, from Pāuatahanui to Battle Hill, which was damaged during the build. When they are restoring the road it is hoped that a cycle lane will be added.

Bruce Henderson is the new Chair of the Trails Trust.

* *Laise with GWRC the issue of unhelpful bus drivers/difficult equipment*

It is hoped this can be resolved in April.

* *How the CWB might submit on resource applications*

The system seems to be working well; Bruce is able to see resource applications almost immediately. Bruce also noted that shared paths are being included in most new developments.

* *Campbells Mill Road*

KCDC is working with Herenga ā Nuku Aotearoa, the Outdoor Access Commission, with the hope that if KCDC is not the lead agency then the landowner may be more willing to engage.

Maintenance work is to be done before the Xterra event in early March.

* *Organise a visit to the gasline track*

No progress.

* *Send to Bruce details of the incident where one of the cycling action network members got physically moved off the bus by the driver and their bike was thrown to the ground.*

This item to be merged with the earlier item re unhelpful bus drivers/difficult equipment, and a watching brief to be maintained.

* *Look on the PP2O website at plans for upgrading Waerenga Road, and provide feedback to Bruce*

Joanne to send details to Fraser for following up.

* *Cat and Steve to continue the discussion (offline) re the southern recreation area.*

Steve advised that the Marines Trust are working on a series of walks in the area. Bruce noted that he had signed off a letter of support from the Trails Trust to the Marines Trust, regarding the development of their track network. It is quite an exciting proposal.

1. **Update from KCDC Officers**

Cat (Advisor Recreational Tracks and Trails)

* Business as usual
* Planning is underway re destination beach accessways, specifically at Ōtaki Beach and Maclean Park. There will be stakeholder workshops and it is expected the work will be done in the current financial year
* Working with GWRC re a signage plan for Waikanae River, with a view to streamlining and simplifying the information that is presented

Fraser (Transport Lead - Walking & Cycling)

* The Aotearoa bike challenge is up and running for February
* At Riverbank Road, NZTA did not provide any funding for walkways or cycleways, however Council has funded the construction of a shared path on the northern side of Riverbank Road. It is hoped the bulk of the work can be done by June.
* Regarding the screws sticking up on the clip-on, this is a design issue so it is back with NZTA to resolve

1. **Update on desire lines**

This item was not discussed due to shortage of time. Cat will circulate the GPS link for people to review and consider what could be added/removed, and their priorities. For further discussion at next meeting.

1. **Meeting dates for 2025**8 April

3 June

Further meeting dates to be decided at next meeting.

1. **Any other business**

* “Share the road” signage has already been discussed
* Ruth advised that the scope of the shared path on O2NL is being reviewed, and equestrians are hoping the new scope will include provision for horse riders as a user group. Fraser advised workshops are under way; much of the land is owned by the Horowhenua District Council and he suggested that we ask for their support. Fraser suggested waiting until the item comes into the public domain and responding then.

The meeting closed at 7.05pm.

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| **Chairperson** |  | **Date** |

*\* See overleaf for updated Action Items register*

**Action items register:**

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| --- | --- | --- | --- |
| **Item** | **Date raised** | **Assigned**  **to** | **Progress @ 04/02/2025** |
| M2PP safety audit | 23/0 /23 | Bruce | Fraser noted that the roads have now been handed back to KCDC – this provides an opportunity for the group to choose what is a priority and get it onto the Pathway Network Plan.  John and Adrian to keep working on the list of items that can potentially be addressed. |
| Blue Bluffs | 23/05/23 | Rob | The contractors have been appointed and the work is scheduled to be completed by May. |
| Public toilets at Clifden Cottage | 14/11/23 | Shelly | The only commitment from NZTA is to weatherproof the building. Bruce to follow up. |
| Trails Trust | 13/02/24 | Gareth | Setup is continuing and work continues to identify where trails can be improved/restored. |
| Raise with GWRC the issue of unhelpful bus drivers/difficult equipment | 15/05/24 | Bruce | Bruce noted this was a national issue and that GWRC were hoping to have the matter resolved by April 2025 as they look into a different bike rack design. |
| How the CWB might submit on resource consent applications | 15/05/24 | Bruce | The system seems to be working well; Bruce is able to see resource applications almost immediately. |
| Campbells Mill Road | 26/06/24 |  | Access to this area is an issue for ongoing monitoring. Maintenance work is to be done before the Xterra event in March. |
| Organise a visit to the gasline track | 06/08/24 | Cat and Jan | No progress. |
| Send to Bruce details of the incident where one of the cycling action network members got physically moved off the bus by the driver and their bike was thrown to the ground | 17/09/24 | John | This item to be merged with earlier item re unhelpful bus drivers/difficult equipment, and a watching brief to be maintained. |
| Look on the PP2O website at plans for upgrading Waerenga Road, and provide feedback to Bruce | 17/09/24 | Joanne | Joanne to send details to Fraser for following up. |
| Cat and Steve to continue the discussion (offline) re the southern recreation area. | 29/10/24 | Cat and Steve | In progress. |