**Minutes of the CWB Advisory Group Meeting**

**Tuesday 4 October 2022 at 5.00pm**

**Council Chambers**

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| Present: | Bruce Henderson (Chair) | Recreational Open Space Representative (Deputy)  |
|  | Asher Wilson-Goldman (Deputy Chair)  | Walkways Representative |
|  | Cr Angela Buswell |  |
|  | Cr Jocelyn Prvanov |  |
|  | Ruth Halliday | Equestrian Representative  |
|  | Shelly Warwick | Equestrian Representative (Deputy) |
|  | Allison Basire | Walkways Representative (Deputy) |
|  | Joanne Dacombe | Accessibility Representative  |
|  | Adrian McKenzie | On Road Cycling Representative  |
|  | Jan Nisbet | Recreational Open Space Representative |
|  | Max Lutz | Environmental Care Group Representative  |
|  | Jenny Glen | Older Persons’ Council |
|  | John Taylor | Kāpiti Cycling Action Network  |
|  | Philip Verstraaten | WCB Shared Path Launch Team |
|  |  |
|  | Kapiti Coast District Council staff:  |
|  | Mike Mendonça | Group Manager Place and Space (Acting)  |
|  | Sonja Williams | Place & Space Marketing & Events Manager |
|  | Janice Hill  | CWB Programme Manager (Contract)  |
|  | Fraser Miller | Team Leader Roading Network Delivery  |

1. **Welcome / Apologies**

The Chair welcomed everyone and declared the meeting open; everyone present introduced themselves.

1. **Minutes of the Previous Meeting**

**MOVED (Wilson-Goldman//McKenzie)**

**That the minutes of the Cycleways Walkways Bridleways Advisory Group dated 23 August 2022 be approved as a true and accurate record.**

**CARRIED**

1. **Review of Action Items**

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| Janice Hill to follow up regarding what action (if any) had been taken regarding lighting in areas such as the Wharemauku Track where students are walking home later in the evening  | This work would need to form part of a future Annual Plan or LTP funding.  |

*It was noted that the above item will not be actioned until the next Annual Plan or Long-term Plan, so it was agreed this could be removed from the register of action items. It was also noted that responsibility for this item has moved to Fraser Miller.*

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| Ruth Halliday to send to Janice, a list of preferred sites for hitching rails at public toilets in parks  | Done.  |
| Janice Hill to follow up whether dogs are/are not allowed on Mataihuka, and to arrange for signage/websites amended accordingly  | To be done *– item to be carried forward.*  |
| Bruce Henderson to follow up with Max Lutz on Ruth Halliday’s two items – Care groups and what is happening on Te Roto Road  | Mr Lutz advised that the linkage between the lake and the shared path through to Te Roto Road will be a CWB access when the Expressway open. The path will go from where Waka Ama is located, around to Chrystalls Bend where there will be a toilet facility, then another linkage to the shared paths at Chrystalls Bend. GWRC are currently working on an easement for the path. Fletchers have confirmed the Expressway will open either in mid-December or January. They are unable to work on the crossing at Marycrest until the new Expressway is open, but there may be a partial opening of the shared path on the Ōtaki side.  |
| Glen O’Connor to find out whether the clip-on on the Waikanae Bridge could take horses  | Mr Miller advised horses could not be led on the Waikanae Bridge, he thought due to their height.  |
| Fraser Miller to look at the gradient of the approach to the new bridge at Weka Park | To be done.  |
| Max Lutz to find out how the Waikanae River care groups are going. | Mr Lutz advised he had attended their AGM and the group was doing well. Repair works following the flooding are under way, they are attracting new members and are in generally good heart.  |

1. **PP2O Shared Path – activation event**

Philip Verstraaten and Janice Hill spoke to this item, noting that it had been included in Janice’s report. In summary, once the Ōtaki – Peka Peka section of the Expressway opens there will be a total of 35km of off-road shared path from Ōtaki to Paekākāriki.

A launch of the new Shared Path is being planned to showcase and highlight the track, and Philip Verstraaten has volunteered to coordinate the event. He spoke to the Advisory Group about what is being planned, key messages etc. It is anticipated the event will take place on a weekend day in early March 2023 to potentially coincide with KCDC Parks Week.

There was a general discussion about the idea, and Janice and Philip answered questions from Advisory Group members.

Advisory Group members were asked to review the draft proposal and provide feedback, before the document is circulated more widely.

1. **Interest Group updates**
2. **Equestrian**
* Ruth and Janice went to look at Te Waka Road in order to get access to the river organised
* They also looked at the waiting areas at the railway line at Marycrest. Ruth doesn’t think they are going to be as successful as Waka Kotahi have indicated; the waiting area on the east in particular is seriously unsatisfactory
* Ruth has followed up with equestrian clubs regarding the proposed Shared Path Opening Day event. The idea had been mooted that equestrians could work as “marshalls”, assisting people at some of the crossings along the path. One club is keen, the other club is meeting tomorrow night to discuss.
1. **On Road Cycling**
* Adrian noted that broken yellow lines have now been painted on the old State Highway 1 outside the McDonalds store
1. **Walking**
* Asher noted that the toilets at Whareroa Farm are closed until the end of the current financial year (end of June 2023). DOC have said this is because of (a) funding for the operation of the toilets; and (b) because the Resource Consent accidentally expired. DOC has committed to getting the RC process underway but the funding problem remains. Janice noted that other than Kāpiti Island, DOC has not spent any money in the Kāpiti area over the last 18 months or so, and is unlikely to spend any for at least another two years. All the budgets have been cut – there is no maintenance planned, no track clearing or cutting etc. Asher suggested if the Advisory Group was concerned they could write to the Minister of Conservation about the lack of funding, which is impacting recreation and biodiversity spending. It could also be worth contacting our local MP.

**MOVED (Wilson-Goldman/Prvanov)**

**That the Cycleways Walkways Bridleways Advisory Group write to the Minister of Conservation about Whareroa Farm and other issues to do with recreation in Kāpiti that are not receiving DOC funding.**

**CARRIED**

* Asher agreed to draft a letter and circulate it to group members for comment.
* It was suggested that some of the maintenance work being carried out by the *Jobs for Nature* scheme could possibly be carried out in these areas? Asher agreed to follow up.
* Asher has also met with Angus, the Operations Manager for the Wellington district, about the Paraparaumu Scenic Reserve. He said if there was a group of willing volunteers they would love to hear about it, assuming some sort of funding could be organised.
* On that note, Asher has not got back to Janice yet re the Trails Trust but will do so; there is also a new person for our region for Herengaanuku (formerly Walking Access Commission) and Asher is meeting up with him shortly. He will circulate those contact details once he has them.
1. **Older Persons**
* The Older Persons Council has only met once in the last year. Jenny expressed disappointment in the lack of Council officer support that has been provided – Mr Mendonça agreed to follow up.
1. **Youth**
* There were no Youth representatives at the meeting
1. **Environmental Care**

Max advised the following:

* He has met with Janice on site and they have agreed the location of the toilet to be built on the Ōtaki River Trail
* Friends of the Ōtaki River are looking at two new bridges – one at the estuary at the Hapua site, and one at Chrystall’s Bend. They are currently engaging with bridge builders regarding the cost.
1. **Accessibility**
* Joanne advised they are looking at making a series of videos to educate the public on various accessibility issues, including thing like where people put their bins on rubbish collection day, sandwich boards in front of shops which blind people can’t see etc. They are working with Council on this. It was suggested they could possibly involve college students with this project.
* They are wanting to progress a Disability Strategy as part of the Long-term Plan, however this has been significantly delayed due to Covid, Council staff illness etc. Hopefully things are now slowly getting back to normal. It was suggested the *Streets for People* initiative from Waka Kotahi may be worth looking at.
1. **Recreational Open Space**
* Jan advised she had been concentrating on Whareroa Farm of late, noting it was an important part of our recreation estate, and hoped something could be done to open the toilets there
* Campbells Mill Road continues to be a frustration; Janice advised that although slow, progress is being made
* She noted that for cyclists coming north from Paekākāriki they are alongside traffic moving at 100kph for about 100m which compromises cyclists’ safety; she felt all the cones need to be removed and replaced with clear signage for all users
* The Whareroa Farm Reserve Farm Plan is up for review; Jan is wanting to get accessibility tracks installed so that people could access Ramaroa bush. She is hoping that whoever gets the grazing lease will allow the “roaming everywhere” policy
1. **Road Cycling**
* There were no Off Road Cycling representatives at the meeting
1. **CWB Programme Manager Report**

Janice’s report was taken as read and the discussion included the following key points:

* There is a lot of work underway on the north bank of the Waikanae River Trail
* A permanent “status page” has been added to the KCDC website, where track closures and maintenance work notices will be placed:
[www.kapiticoast.govt/status/#tracks-trails](http://www.kapiticoast.govt/status/#tracks-trails)
* Janice will circulate the above link to CWB Advisory Group members
* When the Waikanae bridge clip-on is completed, Janice will ask the Council’s comms team to publicise the information
* It was noted that there is not a lot of information coming from Waka Kotahi on various projects under way in Kāpiti; Fraser advised the roading team had recently re-established regular quarterly meetings with Waka Kotahi
* Group members also noted the lack of communications from the Council regarding the upgraded bus platform in Paraparaumu; Mike agreed to follow up
* Council is not currently promoting the Ōtaki Gorge Road track, as the more is learned about the active slip, the more conservative the approach is becoming
1. **Any Other Business**
* Ōtaki Gorge Road off-road track – a request had been made to put a separated off-road path up the Ōtaki Gorge Road; it was noted that GWRC has a track down to the river, but they have stated they don’t want people using the track. Ruth felt the problem might be due to a small lot of private land which would have to be gone through
* Safe route from Te Moana Road to Mahara Place for non-vehicular traffic – still waiting to hear back from GWRC
* Speed limits on the Waikanae River track – group members discussed the number of people who use the tracks at high speed, and the danger this poses to other users of the path including children and dogs. The track is narrow in places and sightlines are poor. It was noted this is an ongoing problems as different users have different needs. Janice is meeting with the E-bike group tomorrow and will ask her what avenues there are for socialising the need to slow down, and what type of messaging would work best.
* The Summerset development at Waikanae Park is causing problems such as loss of pony club land, water on the Expressway path. Janice had already complained about the water on the path and was told the water had always been there. Group members agreed it was new and Janice asked them to also lodge complaints. Regarding the loss of pony club land, Shelly advised the land had become unusable as it is completely bogged due to the lack of drainage. Mike and Janice agreed to take this back to the Council’s compliance team to follow up.
* It was suggested that Asher attend the first Council meeting of the new triennium to draw attention to the closed toilet facility at Whareroa Farm; Asher advised the Council was already aware, it was a live issue and he would continue to monitor it
* Asher advised that next year, starting in the first quarter, DOC would be working on a new policy which would allow for mountain biking on DOC land by default. Asher will seek feedback from group members firstly about the process, then with identifying areas that will continue to need to be protected.
1. **Next meeting**

6 December 2022 (this will be the final meeting for the year).

The Chair advised this would be the last CWB meeting for Cr Buswell who was not standing in the next local election. On behalf of all members of the CWB, he thanked Crs Buswell and Prvanov for all their hard work over the past triennieum which has been very much appreciated. Janice also thanked all CWB group members for their work.

Cr Buswell applauded all members of the Advisory Group, saying how important their work was and noting how much progress had been achieved in the CWB area.

Cr Prvanov also enjoyed working with the group and acknowledged it was unique in terms of all the community groups who work together and the outcomes achieved.

Jan noted there were few CWB groups around the country and those that had them were able to achieve a lot of good things for their communities. She thought *Trails Trust* would be the next thing to look into.

The meeting closed at 6.45pm and members enjoyed a light supper.

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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** |
| Find out whether dogs are/are not allowed on Mataihuka, and to arrange for signage/websites to be amended accordingly | 31/05/22 | Janice  |
| Look at the gradient of the approach to the new bridge at Weka Park  | 2021?  | Fraser |
| The CWB Advisory Group to write to the Minister of Conservation about Whareroa Farm and other recreational issues in Kāpiti that are not receiving DOC funding | 04/10/22 | Asher to draft letter and circulate to Group members |
| Find out whether some of the maintenance work being carried out under the *Jobs for Nature* scheme could possible be carried out in DOC areas which have no funding | 04/10/22 | Asher |
| Circulate contact details for new person for our region for Herengaanuku (formerly Walking Access Commission) | 04/10/22 | Asher |
| Follow up regarding the lack of Council officer support to the Older Persons Council | 04/10/22 | Mike |
| Circulate the link to the new “status page” on KCDC’s website [www.kapiticoast.govt.nz/status/#tracks-trails](http://www.kapiticoast.govt.nz/status/#tracks-trails) | 04/10/22 | Janice |
| When the Waikanae Bridge clip-on is completed, ask the KCDC comms team to publicise the information | 04/10/22 | Janice |
| Ask KCDC compliance team re boggy land/lack of drainage at the Summerset development at Waikanae Park | 04/10/22 | Mike / Janice |
| Review the draft proposal for the PP2O Shared Path activation event, and provide feedback to Janice.  | 04/10/22 | All CWB members |