



# **AGENDA**

## **Paraparaumu-Raumati Community Board Meeting**

**I hereby give notice that a Meeting of the Paraparaumu-Raumati  
Community Board will be held on:**

**Date: Tuesday, 17 September 2019**

**Time: 7.00pm**

**Location: Coast Community Church, 57 Hinemoa  
Street,  
Paraparaumu**

**Mark de Haast  
Group Manager**

**Kapiti Coast District Council**

**Notice is hereby given that a meeting of the Paraparaumu-Raumati Community Board will be held in the Coast Community Church, 57 Hinemoa Street,, Paraparaumu, on Tuesday 17 September 2019, 7.00pm.**

**Paraparaumu-Raumati Community Board Members**

Mr Jonny Best	Chair
Mr Guy Burns	Deputy
Ms Kathy Spiers	Member
Mr Bernie Randall	Member
Cr Fiona Vining	Member
Cr Mark Benton	Member

## **Order Of Business**

<b>1</b>	<b>Welcome.....</b>	<b>5</b>
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<b>3</b>	<b>Declarations of Interest Relating to Items on the Agenda .....</b>	<b>5</b>
<b>4</b>	<b>Public Speaking Time.....</b>	<b>5</b>
<b>5</b>	<b>Members' Business .....</b>	<b>5</b>
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6.1	Consideration of Applications for Funding .....	6
<b>7</b>	<b>Confirmation of Minutes.....</b>	<b>50</b>
7.1	Confirmation of Minutes 13 August 2019.....	50
<b>8</b>	<b>Matters Under Action.....</b>	<b>57</b>
8.1	Matters Under Action.....	57



**1 WELCOME**

**2 APOLOGIES**

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

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

**4 PUBLIC SPEAKING TIME**

**5 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
- (d) Community Board Members' Activities

## **6 REPORTS**

### **6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING**

**Author:** Jayne Nock, Executive Secretary to Group Manager Corporate Services

**Authoriser:** Mark de Haast, Group Manager

#### **PURPOSE OF REPORT**

1 Four applications for funding have been received:

- Fernando Figueroa
- Combined Lions Club of Kapiti
- Kāpiti Basketball Association
- Raumati South Residents' Association

#### **DELEGATION**

2 The Paraparaumu/Raumati Community Board has delegated authority as at section D of the Governance Structure approved by Council on 26 October 2016:  
*Approving criteria for, and disbursement of, community-based grant funds as approved through the LTP or Annual Plan.*

#### **BACKGROUND**

- 3 This is the second Paraparaumu/Raumati Community Board meeting of the 2019/20 financial year.
- 4 Accountability reports on grants allocated are required two months after the event or activity for which the grant was awarded takes place.

#### **CONSIDERATIONS**

##### **Policy considerations**

- 5 Grants are allocated in accordance with established criteria (attached to this report as Appendix 1).

##### **Applications to the Community Grants Fund**

###### Fernando Figueroa

- 6 Fernando Figueroa, on behalf of the multicultural Educational Companies, has applied for a grant of \$500 to assist with local rent expenses to hold a Kāpiti Coast Latin America and Spanish Film Festival.
- 7 The above application can be considered under Eligible Purpose 5: the remission of hall rental.

The following applications can be considered under Eligible Purpose 2: Special project or activity.

###### Combined Lions Club of Kapiti

- 8 Sue Leen, on behalf of the Combined Lions Club of Kapiti, has applied for a grant of \$400 to assist with purchasing leaflets for the Foodbanks of Kāpiti and Ōtaki.

Kāpiti Basketball Association

- 9 Niamh McManua, on behalf of the Kāpiti Basketball Association, has applied for a grant of \$500 to assist with travel etc. for two U13 teams to take part in the Basketball New Zealand regional tournament in New Plymouth during 9-12 October 2019.

Raumati South Residents' Association

- 10 Trevor Daniell, on behalf of the Raumati South Residents' Association, has applied for a grant of \$500 to assist with the continuation of the ant baiting programme.

**Financial considerations**

- 11 An amount of \$22,777 is allocated in the 2019/20 budget for the Paraparaumu/Raumati Community Board. Detailed summary activity below:

<b>2019/20 budget allocation</b>	<b>\$22,777</b>
Total allocated to date	-\$2,000
<b>Balance unallocated to date</b>	<b>\$20,777</b>

- 12 The total of applications under consideration in this report is \$2,400.

- 13 Grants made to date in the 2019/20 financial year are as follows:

Date	Recipient	Amount	Purpose of Grant	Report Back
13/08/19	Kapiti Chess Club	\$500	Purchase of three chess sets	Report due Oct 2019
13/08/19	Kapiti Powerlifting Club	\$500	Three members to travel to Calgary, Canada to represent NZ at the World Powerlifting Championship in October 2019.	Report due Dec 2019
13/08/19	Kidz Need Dadz Wellington	\$500	Annual Fathers' Day Community Event on 1 September 2019	Report due Nov 2019
13/08/19	Mulled Wine Concerts	\$500	Delivery and removal of a piano and advertising on Beach FM	Received 16/08/19
	<b>TOTAL</b>	<b>\$2,000</b>		

**Significance policy**

- 14 This matter has a low level of significance under the Significance and Engagement Policy.

**RECOMMENDATIONS**

- 15 That the Paraparaumu/Raumati Community Board grants Fernando Figueroa \$..... to assist with local rent expenses to hold a Kapiti Coast Latin America and Spanish Film Festival.
- 16 That the Paraparaumu/Raumati Community Board grants the Combined Lions Club of Kapiti \$..... to assist with purchasing leaflets for the Foodbanks at Kāpiti and Ōtaki.
- 17 That the Paraparaumu/Raumati Community Board grants the Kapiti Basketball Association \$..... to assist with travel etc. for two U13 teams to take part in the Basketball New Zealand regional tournament in New Plymouth during 9-12 October 2019
- 18 That the Paraparaumu/Raumati Community Board grants the Raumati South Residents' Association \$..... to assist with the continuation of the ant baiting programme.

**APPENDICES**

1. Criteria for Community Grants
2. Grant Applications
3. Accountability Report Back
4. List of Grants made in the 2018/2019 year



**7 CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF MINUTES 13 AUGUST 2019**

**Author:** Sara Foote, Democracy Services Coordinator

**Authoriser:** Leyanne Belcher, Democracy Services Manager

**RECOMMENDATIONS**

**That the minutes of the Paraparaumu/Raumati Community Board meeting dated 13 August 2019 be accepted as a true and accurate record of that meeting.**

**APPENDICES**

1. Paraparaumu Raumati Community Board Minutes for 13 August 2019

MINUTES	MEETING HELD ON	TIME
<b>PARAPARAUMU/RAUMATI COMMUNITY BOARD</b>	<b>TUESDAY, 13 AUGUST 2019</b>	<b>7.00 PM</b>

MINUTES of a meeting of the **Paraparaumu/Raumati Community Board** held at the Kapiti Boating Club, Kapiti Road, Paraparaumu Beach on Tuesday, 13 August 2019, commencing at 7.00pm.

PRESENT:           Mr    J    Best           Chair  
                       Mr    G    Burns       Deputy Chair  
                       Mr    B    Randall  
                       Mrs  K    Spiers  
                       Cr    F    Vining

IN ATTENDANCE:  Mr    W    Maxwell    Chief Executive  
                       Mrs  J    Nock       Executive Secretary  
                       Ms    L    Covacich   Senior Economic Development Advisor  
                       Mr    G    Adams       Traffic Engineer  
                       Mr    G    O'Connor   Access & Transport Manager

Leave of Absence:  Cr    M    Benton

The Chair welcomed everyone, introduced Board Members and Council staff and declared the meeting open.

PRCB 19/08/171

#### **APOLOGIES**

There were no apologies from the Board.

It was noted that Cr Benton was on leave of absence.

PRCB 19/08/172

#### **PUBLIC SPEAKING TIME**

##### Grant Applications

The following applicants spoke to their grant application and responded to Members' questions:

- Stuart Miller - Kidz Need Dadz;
- Mary Gow - Mulled Wine Concerts; and
- Alison Fitzmaurice - Kapiti Powerlifting Club.

##### Public Speakers

Trevor Daniell spoke on behalf of Greypower and gave his concerns on parking restrictions around the Civic Building, as contained in the Report (IS-19-854). He felt there should be some method where attendees to Council meetings could park for longer than the proposed 2 hour restrictions.

Trevor Daniell spoke as Chair of the Raumati South Residents' Association and advised that he would be attending a future meeting of the Paraparaumu/Raumati Community Board requesting help with a new Argentinean Ants programme.

MINUTES	MEETING HELD ON	TIME
PARAPARAUMU/RAUMATI COMMUNITY BOARD	TUESDAY, 13 AUGUST 2019	7.00 PM

Fred Davey spoke about his concerns on the proposed plans for a Kapiti Island Customised Departure Facility. He questioned what the Council envisaged for the Gateway Centre and what sort of structure was expected. He stressed the need for community consultation and added there was very little coastal area that was available to the public and the Council needed to keep as much open space as possible.

Mr Davey also felt that the community did not have the opportunity to consult around the development of Maclean Park.

PRCB 19/08/173

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

Trevor Daniell

To be discussed later in the agenda.

Fred Davey

Mr Davey was assured that:

- in addition to the updates under matters under action regarding a potential Gateway Centre, when the time is right, there would be public consultation; and
- no decisions were made on the re-development of Maclean Park prior to public consultation. Two extensive sets of consultations were held with the community and a Management Plan was agreed following those consultations.

**(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) Declarations of Interest**

Guy Burns declared an interest in the Kapiti Chess Club. As per Standing Orders 3.14.9, it was agreed his interest was in common with the public so there was no conflict of interest and he could participate in the discussion.

The Chair changed the order of the Agenda to accommodate grant applicants.

PRCB 19/08/174

**CONSIDERATION OF APPLICATIONS FOR FUNDING (Corp-19-881)**

**MOVED (Spiers/Randall)**

**That the Paraparaumu/Raumati Community Board grants Kapiti Chess Club a grant of \$500 to assist with purchasing three chess sets.**

**CARRIED**

**MOVED (Vining/Burns)**

**That the Paraparaumu/Raumati Community Board grants Kapiti Powerlifting Club a grant of \$500 for three members to travel to Calgary, Canada to represent New Zealand at the World Powerlifting Championship in October 2019.**

MINUTES	MEETING HELD ON	TIME
PARAPARAUMU/RAUMATI COMMUNITY BOARD	TUESDAY, 13 AUGUST 2019	7.00 PM

That the Paraparaumu/Raumati Community Board grants Kidz Need Dadz Wellington a grant of \$500 plus GST to help with their annual Fathers' Day community event at Kapiti Ten Pin Bowling, Paraparaumu on 1 September 2019.

That the Paraparaumu/Raumati Community Board grants Mulled Wine Concerts a grant of \$500 for the delivery and removal of a piano and advertising on Beach FM for their closing concert on 11 August 2019.

#### CARRIED

PRCB 19/08/175

#### BRIEFING – ECONOMIC DEVELOPMENT STRATEGY REFRESH

Leanna Covacich, Senior Economic Development Advisor, gave a presentation showing an overview of a 3-year planned refresh of the Economic Development Strategy and responded to Members' questions. Feedback from Board Members was encouraged.

The Board thanked Ms Covacich for her attendance and presentation.

PRCB 19/08/176

#### CIVIC PRECINCT, KAPITI ROAD AND TONGARIRO STREET PARKING RESTRICTION CHANGES (IS-19-854)

Glen O'Connor, Access and Transport Manager spoke to the report and together with Gary Adams, Traffic Engineer, responded to Members' questions.

MOVED (Vining/Best)

That the Paraparaumu/Raumati Community Board approves:

- the recommendations contained in the table below in relation to the Civic Precinct parking area as shown in Figure 1 of Report IS-19-854:

Site	Proposed parking amendment
Library area A	Reduce the current parking restriction to 2 hours (P120)
Library area B	Reduce the current parking restriction to 1 hour (P60)
Library area C	Reduce the current parking restriction on the two western most spaces to 1 hour (P60) and convert the remaining three spaces to two disabled spaces including the provision of wheelchair ramps
Café Novella area D	Approve the current parking provision of two disabled spaces, two P10, and two P60 spaces
Civic Building area E	Reduce the current parking restriction to 1hr (P60), relocate the two disabled spaces from the opposite side of Iver Trask Place, remove the two P10 spaces and retain the single motorcycle space
Civic Building area F	Convert the two parallel disabled spaces back into two P10 spaces, retain the current disabled and P10 spaces

MINUTES	MEETING HELD ON	TIME
<b>PARAPARAUMU/RAUMATI COMMUNITY BOARD</b>	<b>TUESDAY, 13 AUGUST 2019</b>	<b>7.00 PM</b>

An amendment was suggested and discussed.

**MOVED (Spiers/Randall)**

That the Paraparaumu/Raumati Community Board let recommendations 34, 35 and 36 be left to lie on the table to allow further public consultation.

After further discussion, the amendment was withdrawn, as per Standing Orders 3.9.2, with the consent of Board Members present.

An amendment to Library area A was suggested and discussed.

**MOVED (Spiers/Randall)**

**That the Paraparaumu/Raumati Community Board approves:**

- the recommendations contained in the table below in relation to the Civic Precinct parking area as shown in Figure 1 of Report IS-19-854:

Site	Proposed parking amendment
<b>Library area A</b>	Reduce the current parking restriction: <ul style="list-style-type: none"> <li>50% of the area to 2 hours (P120); and</li> <li>50% of the area to 3 hours (P180).</li> </ul>
<b>Library area B</b>	Reduce the current parking restriction to 1 hour (P60)
<b>Library area C</b>	Reduce the current parking restriction on the two western most spaces to 1 hour (P60) and convert the remaining three spaces to two disabled spaces including the provision of wheelchair ramps
<b>Café Novella area D</b>	Approve the current parking provision of two disabled spaces, two P10, and two P60 spaces
<b>Civic Building area E</b>	Reduce the current parking restriction to 1hr (P60), relocate the two disabled spaces from the opposite side of Iver Trask Place, remove the two P10 spaces and retain the single motorcycle space
<b>Civic Building area F</b>	Convert the two parallel disabled spaces back into two P10 spaces, retain the current disabled and P10 spaces

**CARRIED**

**MOVED (Vining/Best)**

**That the Paraparaumu/Raumati Community Board approves:**

- the Introduction of four hour parking limits on the north side of Kapiti Road between number 240 Kapiti Road and Langdale Avenue as shown in Figure 2 of report IS-19-854.

An amendment was suggested and discussed.

MINUTES	MEETING HELD ON	TIME
PARAPARAUMU/RAUMATI COMMUNITY BOARD	TUESDAY, 13 AUGUST 2019	7.00 PM

**MOVED (Burns/Randall)**

That the Paraparaumu/Raumati Community Board approves:

- The introduction of a four hour parking limit on the north side of Kapiti Road from the western property boundary of St Pauls Church to the intersection with Langdale Avenue as shown in Figure 2 of report IS-19-854.

**CARRIED**

Board Members agreed that if the parking limits did not work successfully, they could be reviewed at a future date.

**MOVED (Vining/Best)**

That the Paraparaumu/Raumati Community Board approves:

- the installation of no stopping lines on the corner of Langdale Avenue southeast for approximately 45m to the Aero Club bus stop and shelter (ID1219) as shown in Figure 2 of report IS-19-854.

**LOST****MOVED (Vining/Best)**

That the Paraparaumu/Raumati Community Board approves:

- the introduction of four hour parking limits on the south side of Tongariro Street between numbers 6 and 24 as shown in Figure 3 of report IS-19-854.

**CARRIED****MOVED (Vining/Best)**

That the Paraparaumu/Raumati Community Board approves:

- the installation of a disabled parking space on the south side of Tongariro Street near the vehicle access into 20-24 Tongariro Street.

**CARRIED**

PRCB 19/08/177

**CONFIRMATION OF MINUTES: 25 June 2019**

**MOVED (Randall/Burns)**

That the minutes of the Paraparaumu/Raumati Community Board meeting dated 25 June 2019 be accepted as a true and accurate record of that meeting.

**CARRIED**

*Guy Burns left the meeting at 8.34pm.*

MINUTES	MEETING HELD ON	TIME
PARAPARAUMU/RAUMATI COMMUNITY BOARD	TUESDAY, 13 AUGUST 2019	7.00 PM

PRCB 19/08/178

#### **MATTERS UNDER ACTION**

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

##### Street Improvements at Raumati Beach Village

The Chair advised he would find out more detail on the street improvements and report back to the Board.

##### Saturday Market Policy

The Council had signed off on a Policy Work Programme and it will now be added to the Economic Development priority list.

##### Te Newhanga Kapiti Community Centre

Monitoring of the Centre continues and community consultation will take place as the project progresses.

*The meeting closed at 8.47pm.*

.....  
*Chairperson*

.....  
*Date*

**8 MATTERS UNDER ACTION**

**8.1 MATTERS UNDER ACTION**

**Author: Joy Murray, Democracy Services Advisor**

**Authoriser: Leyanne Belcher, Democracy Services Manager**

**APPENDICES**

1. Paraparaumu-Raumati Community Board - Matters Under Action



## PARAPARAUMU/RAUMATI COMMUNITY BOARD – MATTERS UNDER ACTION REGISTER AS AT 6 SEPTEMBER 2019

Date raised	Origin	Item	Officer responsible	Progress
17/07/12	PRCB meeting	Town Centres Project	Roading/Town Centre project teams	<p><b>Paraparaumu town centre transformation</b> Construction of the Kāpiti Road shared path is going well. Earthworks will take approximately another six weeks. Thereafter, works to form the path on the roadside will commence, with completion of the shared path targeted before Christmas.</p> <p>The next stage of the Kāpiti Road project will see us widening the road between Brett Ambler Road and Arawhata Road in advance of the new proposed Kāpiti link road. The road widening will begin early February 2020.</p>
09/05/18				<p><b>NZTA SH1 Revocation project</b> NZTA SH1 Revocation tenders closed 31 July, NZTA have announced the contract should be awarded by the end of September. The selected contractor will endeavour to start physical works in late October in Zone 1 (Poplar Avenue to Raumati Road) and Zone 2 (Raumati Road to Ihakara Street).</p> <p><b>Transport hub at Paraparaumu Railway Station</b> Once NZTA SH1 Revocation Contract has been awarded, their programme of works will allow us to plan for the next stage of Town Centres work. We have begun discussions with Kapiti Lights, Coastlands and GWRC.</p>
June 2016	Board Chair	<p>Redevelopment Plan for Maclean Park, including:</p> <ul style="list-style-type: none"> <li>- Public Art</li> <li>- Kapiti Island Customised Departure Facility</li> </ul>	Parks & Recreation Manager	<p>All hard landscaping complete. Soft landscaping is roped off until roots can establish. Operations team will now continue with ongoing maintenance.</p> <p>Verbal update will be given at the meeting.</p> <p>TRC Tourism have been engaged by Council to update and strengthen parts of the Gateway Centre feasibility study that they undertook in 2013. The upcoming phases for this project and indicative timeframes are:</p> <ul style="list-style-type: none"> <li>• Site visit and partner, stakeholder and community engagement – occurred</li> <li>• Development of draft strengthened feasibility report – mid-September 2019</li> <li>• Further partner, stakeholder and community engagement on revised options – To be determined (once draft approved by council and key partners.)</li> <li>• Preparation of final strengthened feasibility study - To be determined.</li> </ul> <p>The potential Gateway Centre is of significant interest to many in the Kāpiti community and we will keep Elected Members informed as we progress this work with TRC.</p>

Date raised	Origin	Item	Officer responsible	Progress
June 2016	RSRA	Poplar Tree Plantings at Poplar Avenue	Senior Parks Officer	GWRC are now planning to be able to start consultation before Christmas and go through into the New year.
31/07/18	PRCB meeting	Street improvements at Raumati Beach Village	Infrastructure team	Work proceeding as planned and on time. Footpath upgrade will start once trench reinstatement completed in Margaret Road. This is likely to be undertaken in two stages with the area adjacent to the College completed during next school holidays.
31/07/18	PRCB meeting (via Notice of Motion)	Request to Council that it consider the creation of a Saturday Market Policy and that this policy be developed under the Council's Economic Development Strategy.	Economic Development Manager	<ul style="list-style-type: none"> <li>Council's efforts are currently focussed on relocation of the Saturday Market in Paraparaumu.</li> <li>On 5 September 2019, the Strategy and Policy Committee added the Market Policy to the Policy Work Programme. The project will commence in March 2020 for completion by February 2021.</li> </ul>
14/05/19	PRCB meeting	Te Newhanga Kapiti Community Centre	Property Services Manager	After toxic and allergenic mould was discovered within the wall cavities of the Kāpiti Community Centre due to weather-tightness issues, an on-going monitoring programme has been established to maintain oversight that the building's interior environment, including the staff office, meeting rooms and other communal spaces are safe to occupy. The Centre remains safe and healthy to use and work in and we are currently working through a process to agree next steps.

